

August 27, 2025

Item No.: 05
Date: 23 2025 SEP

VICE GOVERNOR LEONARDO JAVIER JR.
Presiding Officer, Sangguniang Panlalawigan
Province of Leyte

**Sangguniang Panlalawigan
Province of Leyte**
RECEIVED
Date: SEP 18 2025
By: [Signature]

Dear Vice Governor Leonardo Javier Jr.:

In response to your Notice of Call for Accreditation, kindly be informed that Pitik Small Vendors Association, with office address at Sitio Pitik, Brgy. Salvacion Farm, Alangalang, Leyte, would like to seek accreditation by the sangguniang panlalawigan.

In support of this application are the following administrative requirements:

1. Duly accomplished Application Form for Accreditation;
2. Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in the local special body;
3. Certificate of Registration issued by the Department of Labor and Employment (DOLE);
4. List of Current Officers;
5. CY 2024 Minutes of the Annual Meeting;
6. CY 2024 Annual Accomplishment Report; and
7. CY 2024 Financial Statement

Thank you.

Sincerely,


Salvacion A. Ogatis
President

APPLICATION FOR ACCREDITATION

Name of Organization: PITIK SMALL VENDORS ASSOCIATION

Address: SITIO PITIK, BARANGAY SALVACION FARM, ALANGALANG, LEYTE

Contact Nos: 0912 093 2609

Email Address: ogatis.salvacion@gmail.com

Date Organized: February 10, 2021

Sector Represented: Agriculture

Purposes/Objectives:

1. To establish an association that will promote mutual aid and protection to its members;
2. Promote the moral, social and economic well-being of all the members;
3. Develop a sustainable livelihood thru the conduct of activities with the aim of uplifting the economic condition of the members;
4. Work with non-government and government organization or entities in the promotion and development of the association and carrying out government policies.

Services that the organization provides or can participate in:

1. Buying agricultural products and basic commodities and selling it to the market especially to the community.
2. Offers loan to the members of the organization for additional capital with low interest rate.

Registering Agency:

Date Registered: March 3, 2021

- Securities and Exchange Commission (SEC)
- Cooperative Development Authority (CDA)
- Department of Labor and Employment (DOLE)
- Department of Human Settlements and Urban Development (DHSUD), formerly the Housing and Land Use Regulatory Board (HLURB)
- National Commission on Indigenous Peoples (NCIP)

Accrediting Agency:

Date Registered: July 15, 2022

- Commission on Population and Development (POPCOM)
- Department of Agriculture (DA)
- Department of Public Works and Highways (DPWH)
- Department of Social Welfare and Development (DSWD)
- Department of Interior and Local Government (DILG)
- Department of Labor and Employment (DOLE)
- Presidential Commission for the Urban Poor (PCUP)
- Philippine Drug Enforcement Agency (PDEA)
- Others (specify): _____

Organizational Level:

- Barangay Level
- Chapter
- Affiliate of a larger NGO: _____
- Others (specify) _____

Projects Implemented in the Municipality of Alangalang

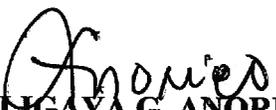
Year	Project	Cost	Financing Source/Scheme	Beneficiaries	STATUS	
					Completed	Ongoing
2021	Center House	8,855.00	Contribution of Members (100.00 each)	All members	✓	
2023	Vegetable Garden		Contribution of Members	All Members	✓	

Depending on your organization's technical area of expertise and scope of activity, which Local Special Body are you most capable to be a member of?

- Local Development Council
- Local Health Board
- Local School Board
- Local Peace and Order Council

WE HEREBY CERTIFY to the correctness of the above information.


SALVACION A. OGATIS
President


LIGAYA G. ANORICO
Secretary

PITIK SMALL VENDORS ASSOCIATION

Sitio Pitik, Brgy. Salvacion Farm, Alangalang, Leyte

BOARD RESOLUTION NO. 2
Series of 2025

WHEREAS, Section 108 of the Local Government Code of 1991 (RA 7160) provides for the accreditation of civil society organizations

WHEREAS, on May 22, 2019, the Department of the Interior and Local Government issued Memorandum Circular No. 2019-72, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the Pitik Small Vendors Association is a civil society organization duly registered with the Department of Labor and Employment (DOLE), and existing under Philippine laws;

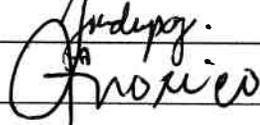
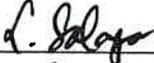
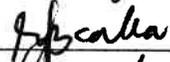
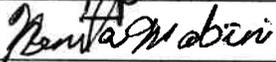
WHEREAS, in the Pitik Small Vendors Association Special Board Meeting held Sitio Pitik, Brgy. Salvacion Farm, Alangalang, Leyte on August 22, 2025, attended by the following Board of Directors present, the following resolution was approved and adopted:

RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang Panlalawigan, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2019-72, and to apply for membership in a local special body in the Municipality of Alangalang.

RESOLVED FURTHER, to forward a copy of this RESOLUTION to the Chair of the Sanggunian Committee on Accreditation.

RESOLVED FURTHERMORE, that the following representative of the Organization is authorized and directed to take any action necessary to effectuate the foregoing resolution: SALVACION A. OGATIS.

ADOPTED unanimously by the Board of Directors of the Pitik Small Vendors Association this 22nd day of August 2025 in the Municipality of Alangalang

Name	Position	Signature
Maribeth C. Puso	Vice President	
Verna Dupa	Treasurer	
Ligaya G. Anorico	Secretary	
Rutchel E. Abocijo	Asst. Secretary	
Leticia Salazar	Auditor	
Rowena Bacalla	Auditor	
Nenita Mabini	P.I.O	
Rizza M. Rago	P.I.O	
Mybelin M. Bioy	Business Manager	


SALVACION A. OGATIS
President



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
Tacloban City

DOLERO8-ORD-F2
Revision No. 00
Date Issued: 11 July 2018

Registration Certificate No.
R08-NLFO-2021-03-WA-1883
KNOW ALL MEN BY THESE PRESENTS:

By virtue of the provisions of the Labor Code, as amended and its implementing rules

PITIK SMALL VENDORS ASSOCIATION
Sitio pitik, barangay salvacion, Alang-alang, Leyte

Has this day been registered and conferred with all the rights and privileges of a legitimate workers' association established for **MUTUAL AID** and **PROTECTION** of its members. It shall promote the moral, social and economic well-being of its members and shall have the right to represent them in accordance with its Constitution and By-Laws and for purposes not contrary to law.

This certificate of registration shall subsist unless cancelled in the manner provided by the Labor Code and its implementing rules and at all times shall be subject to compliance by said workers' association in accordance with all applicable laws and regulations relating to workers' association.

IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of DOLE Regional Office No.VIII, Tacloban City, Leyte, Philippines this 3rd day of **March** 2021.

Approved by:

HENRY JOHN S. JALBUENA
Regional Director

For the Regional Director:


NORMAN L. UYVICO
OIC-Head, NLFO



Trece Martires St. Tacloban City
Tel Nos. (053) 832-4067
dolero8_nlfo@yahoo.com





Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
Tacloban City

DOLEROB-ORD-F1
Revision No. 00
Date Issued: 11 July 2018

March 3, 2021

Ms. SALVACION A. OGATIS
President
Alang-Alang, Leyte

Dear Ms. Ogatis:

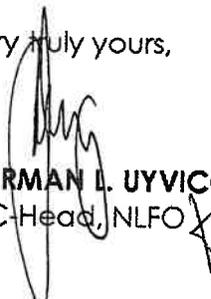
Herewith is the approved Certificate of Registration No. **DOLE-NLFO-2021-03-WA-1883** issued on March 3, 2021 in favor of

PITIK SMALL VENDORS ASSOCIATION
Sitio Pitik, Brgy. Salvacion Farm, Alang-Alang, Leyte

As such, you are required to submit under the law your annual financial report within 30 days after the close of every fiscal year; list of newly elected or appointed officers within 30 days from such election or appointment, and any amendment to your constitution and by-laws within 30 days from such amendment to maintain the legitimacy of your organization.

Please be guided accordingly.

Very truly yours,


NORMAN L. UYVICO
OIC-Head, NLFO

Copy furnished:

-DOLE-Regional Office

November 12, 2020

Trece Martires St. Brgy. Libertad, Tacloban City
Tel Nos. 832-0698 / 832-0697 / 832-0433
Fax (053) 832-0697 / 832-0698
<http://ro8.dole.gov.ph/>



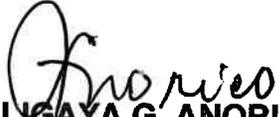
Name of Officers and Members of its Board of Director

Name	Position
Salvacion A. Ogatis	President
Maribeth C. Puso	Vice President
Verna Dupa	Treasurer
Ligaya G. Anorico	Secretary
Rutchel E. Abocijo	Asst. Secretary
Leticia Salazar	Auditor
Rowena Bacalla	Auditor
Nenita Mabini	P.I.O
Rizza M. Rago	P.I.O
Mybelin M. Bioy	Business Manager

List of Members:

- Please see separate sheet attached

WE HEREBY CERTIFY to the correctness of the above information.


LIGAYA G. ANORICO
Secretary

Attested:


SALVACION A. OGATIS
President

**LIST OF MEMBERS (WITHIN THE LGU) OF PITIK SMALL VENDORS
ASSOCIATION (PSVA)**

Sitio Pitik, Barangay Salvacion Farm, Alangalang, Leyte

As of August 27, 2025

1. Jenelyn Adarne
2. Ligaya Anorico
3. Arturo Ayo
4. Beverly Ayo
5. Wilma Barrantes
6. Teodorico Billo
7. Manuel Borerres
8. Samuel Briso
9. Clara Briso
10. Sharmae Daban
11. Anelita Diamon
12. Bernardita Dupa
13. Meliana Dupa
14. Bonifacio Dupa Jr.
15. Lilibeth Enrile
16. Wenceslao Enrile
17. Arnel Enrile
18. Marietta Enrile
19. Letecia Epil
20. Maritess Gaboso
21. Emily Japos
22. Crisologo Lato
23. Jesus Mara
24. Marita Mara
25. Analyn Mara
26. Jonathan Mara
27. Ofelia Mara
28. Elesio Mara
29. Alfredo Mara
30. Jenelyn Mara
31. Zenaida Matobato
32. Alfredo Matobato
33. Salvacion Matobato
34. Raquel Matobato
35. Vilma Metran
36. Ludivico Metran
37. Joel Morados
38. Via Nieves
39. Lorna Novelas
40. Salvacion Ogatis
41. Anita Pabillo
42. Jake Pabillo
43. Tomas Rago
44. Nenita Sabela
45. Leticia Salazar

PSVA Minutes of Meeting

No. 14, s. 2024

SUBJECT : Annual General Assembly
PLACE : PSVA Center House, Sitio Pitik,
Brgy. Salvacion Farm, Alangalang, Leyte
DATE : December 28, 2024

1. Call to Order

The assembly was called to order at 10:00 AM.

2. Attendance

Arrival and attendance of participants were facilitated by Secretary Ligaya Anorico. There are 43 members who attended the General Assembly which constituted a quorum.

3. Opening Prayer

The program was opened with a prayer led by Mrs. Leticia Salazar.

4. Treasurer's Report

The Treasurer, Mrs. Verna Dupa presented the financial status of the association, detailing the expenses and income for the previous month and for the whole year of 2024.

5. Rotavator Operation Discussion

The assembly discussed how the harvested will be operated and used by the association members.

It was emphasized that members who are interested in operating/driving the rotavator **must** undergo training to ensure proper operation and to avoid damage to the parts and equipment.

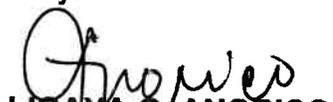
6. Adjournment

The assembly was adjourned at 11:47 AM.

7. Next Meeting

The next meeting was scheduled for the first Saturday of the following month.

Prepared by:


LIGAYA G. ANORICO
Secretary

Attested by:


SALVACION A. OGATIS
President

PITIK SMALL VENDORS ASSOCIATION
ANNUAL ACCOMPLISHMENT REPORT FOR CY 2024

FIRST QUARTER to FOURTH QUARTER

- Received machinery – harvester – from Philippine Center for Postharvest Development and Mechanization through the RCEF Program.
- Conduct of meeting every month.
- Reporting of financial reports during meeting, if any.
- Operationalize the machineries as a service offered to the members and non-members in the municipality and other municipalities.
- Accomplished palay seeds distribution by the Department of Agriculture to each and every member.

Prepared by:


LIGAYA G. ANORICO
Secretary

Attested by:


SALVACION A. OGATIS
President

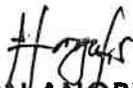
Republic of the Philippines)
Municipality of Alangalang)s.s.

**SWORN STATEMENT
(RE: GROSS RECEIPTS)**

I, the undersigned, attest to the veracity of the following.

- i. That I am the President of PITIK SMALL VENDORS ASSOCIATION with office address at Sitio Pitik, Salvacion Farm, Alangalang, Leyte.
- ii. That its-gross receipts from the year 202 up to present is Sixty Thousand Pesos (P 60,000.00).
- iii. That I attest to the truth of the foregoing facts under pain of perjury.
- iv. That I am executing this Sworn Statement in support of my application for the renewal of the accreditation of PITIK SMALL VENDORS ASSOCIATION at the Sangguniang Bayan of the Municipality of Alangalang, Leyte and for such other legal intents and purposes this may serve best.

In witness whereof, I have hereunto set my hand on this 15TH day of September 2025 in Alangalang, Leyte.



SALVACION ANORICO OGATIS

Affiant

National ID No. 4583-2782-9087-3517

11-23-2021/PSA

Subscribed and sworn to me this 15 day of September 2025 in Alangalang, Leyte Philippines. Affiant is personally known to me and was identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant exhibited to me her National ID. Witness my hand and seal on this 15th day of September 2025 in Alangalang, Leyte.

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Book No. CXIX
Series of 2025.



ATTY. JARES A. AMORES-NERI

Notary Public

N.C. No. 2025-01-37/ Valid until 12-31-26

Roll of Attorney's No. 52901

IBP OR No. 3171/ 10-24-24; Leyte

PTR OR No. 0116190/ 1-10-2025/ Alangalang

610 Velarde St., Brgy. Sto. Nino

Alangalang, Leyte