

Item No.: 03
Date: NOV 5 2025

Date 9/25/2025

Vice Governor HON. LEONARDO M. JAVIER JR.
Presiding Officer, Sangguniang Panlalawigan
Province of Leyte

Sangguniang Panlalawigan
Province of Leyte
RECEIVED
Date: OCT 28 2025
By: Jenny

Dear Vice Governor Javier

In response to your Notice of Call for Accreditation, kindly be informed that MARIBAY LARA CALUBIAN FARMERS IRRIGATIONS ASSOCIATION INC. with office address at BRGY LARA, Calubian, Leyte, would like to seek accreditation by the Sangguniang bayan of Calubian, Leyte.

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 [SEC, CDA, DOLE, DHSUD/HLURB] or existing valid Certificate of Accreditation issued by the [Name of NGA] or Certification issued by the NCIP;
4. List of Current Officers;
5. CY 2025 Minutes of the Annual Meeting;
6. CY 2025 Annual Accomplishment Report; and
7. CY 2025 Financial Statements

Thank you.

Sincerely,


RICHARD P. CUYOS
President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: BARANGAY LARAY CALUBIAN FARMER'S IRRIGATOR'S ASSOCIATION INC

Address: Brgy Laray Calubian Leyte

Contact No: 09294761091 **Email address {optional}:** N/A

Date Organized: APRIL 10, 2024 **Sector/s Represented ;** FARMER'S IRRIGATOR'S BENEFICIARIES

Purposes/Objectives

- To establish an association that will promote mutual aid and protection to its members.
- To promote the moral, social and economic well-being of the members.
- To develop sustainable livelihood through the conduct of activities with the aim of uplifting the economic condition of the members.
- To provide knowledge and skills to the members and equip themselves as an effective and innovative way in agricultural production.
- To work non-government and government organizations or entities in the promotion and development of association and carrying out government policies.

Services that the organization provides or can participate in.

Sustainable livelihood through the conduct of activities or training to uplift the economic condition of the members and equip themselves in an effective and innovative way in agricultural production.

Registering Agency:

Date Registered: SEC

- 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) *certification

Accrediting Agency(if any)

Date; Accredited _____

- Department of Agriculture(DA)
- Department of Public Works and Highways(DPWH)
- Department of Social Welfare and Department(DSWD)
- Department of the Interior and Local Government (DILG)
- Department of Labor and Employment(DOLE)
- National Commission for Culture and the Arts (NCCA)

- Philippine Drug Enforcement Agency (PDEA)
- Department of Labor and Employment (DOLE)
- Others (specify): SB

Organizational Level:

- Barangay-level
- Chapter
- Affiliate of a larger organization (identify organization): _____
- Others (specify): _____

Projects Implemented in the [Province/City/Municipality] of [Name of LGU]

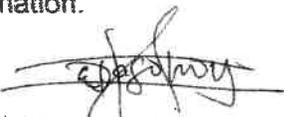
Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
N/A	N/A	N/A	N/A	N/A	N/A	N/A

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.


RICHARD P. CAYOL
 President


ERUNDA D. TABIANO
 Secretary

TO THE APPLICANT

Kindly go through a self-assessment of the following requirements for your application.
Please do not submit the Application Form without performing the said self-assessment.

<input checked="" type="checkbox"/>	1 Letter of Application (Annex D)
<input checked="" type="checkbox"/>	2 Duly accomplished Application Form for Accreditation (Annex C)
<input checked="" type="checkbox"/>	3 Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in a local special body (Annex E)
<input checked="" type="checkbox"/>	4 Certificate of Registration or existing valid Certificate of Accreditation from any NGA (or in the case of IPOs, certification issued by NCIP)
<input checked="" type="checkbox"/>	5 List of current Officers (Annex F)
ADDITIONAL REQUIREMENTS FOR CSOs IN OPERATION FOR AT LEAST ONE (1) YEAR	
<input checked="" type="checkbox"/>	6 Minutes of the Annual Meetings of the immediately preceding year as certified by the organization's board secretary (Annex G) or Certification from the board secretary certifying the annual meeting's conduct, including the date, location, attendees, and agenda
<input checked="" type="checkbox"/>	7 Annual Accomplishment Report for the immediately preceding year (Annex H)
<input checked="" type="checkbox"/>	8 Financial Statement, at the minimum, signed by the executive officers of the organization, of the immediately preceding year, and indicating therein other information such as revenue, expenses and the source(s) of funds (Annex I)

Annex E: Board Resolution - Intention for Accreditation

BARANGAY LARAY CALUBIAN FARMERS IRRIGATOR ASSOCIATION INC
BARAY LARAY CALUBIAN LEYTE

BOARD RESOLUTION NO 2025-002

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

WHEREAS, on June 23, 2025, the Department of the Interior and Local Government issued Memorandum Circular No. 2022-083, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the [Name of Organization] BUCFIA INC is a civil society organization duly registered with the [Securities and Exchange Commission/Cooperative Development Authority/Department of Labor and Employment/Department of Human Settlements and Urban Development, formerly the Housing and Land Use Regulatory Board], and existing under Philippine laws;

WHEREAS, in the [NAME OF ORGANIZATION] BUCFIA INC Special Board Meeting held at [Full Office Address] BARAY LARAY on [MM/DD/YYYY] 9/25/2025, attended by the following Board of Trustees 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 of Leyte, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2022-083, and to apply for membership in a local special body in the Province of Leyte.

RESOLVED FURTHER, to forward a copy of this RESOLUTION to the Chair of the Sanggunian Committee on Accreditation, Atty. Ronnan Christian M. Reposar.

RESOLVED FURTHERMORE, that the following representative/s of the Organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution: [Name/s of representatives] RICHARD P. CUYOS.

ADOPTED unanimously by the Board of Trustees/Directors of the [Name of CSO] BUCFIA INC this [DD] 9 day of [MM YYYY] SEPTEMBER in the Municipality of Calubian, Leyte.

Name	Position
<u>RICHARD P. CUYOS</u>	<u>IA PRESIDENT</u>
<u>LENIL P. LUCION</u>	<u>IA PRESIDENT</u>
<u>ERLINDA D. TRINIDAD</u>	<u>SECRETARY</u>
<u>NEUSTAN B. CACHUMBID</u>	<u>TREASURER</u>
<u>JESON E. COCHESA</u>	<u>IA - AUDITOR</u>

Signature

[Signature]
[Signature]
[Signature]
[Signature]

Annex E: Board Resolution - Intention for Accreditation


RICHARD P. CUYOS

President

SUBSCRIBED AND SWORN TO before me this 02 day of OCT 2025, 2025, in TACLOBAN CITY, Affiant exhibiting to me his/her _____ with valid identification no. _____ issued on _____ at _____.

Doc No: 404
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Book No: VII
Series of: MS

GAIL GLENNE E. PADAGDAG
NOTARY PUBLIC UNTIL DEC 31, 2025
NC 2023-02-116
IEP NO. 274452 - 01/06/2023
PTR NO. 7215255 - 01/05/2023 - PALO, LEYTE
ROLI. NO. 70769 - TIN: 293-520-770
MCLE COMPLIANCE NO. VIII - 000 4992
PALO, LEYTE, PHILIPPINES



REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
 2nd Floor, National Economic Development Authority
 Regional Office VIII Building, Government Center,
 Candahug, Palo, Leyte



COMPANY REG. NO. 2024040146258-00

CERTIFICATE OF INCORPORATION

KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By Laws of

BARANGAY LARAY CALUBIAN FARMERS IRRIGATORS' ASSOCIATION INC.

were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Revised Corporation Code of the Philippines (Republic Act No. 11232), which took effect on February 23, 2019 and copies of said Articles of Incorporation and By Laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to issue, sell or offer for sale to the public, securities such as but not limited to, shares of stock, investment contracts, debt instruments and virtual currencies without prior Registration Statement approved by the Securities and Exchange Commission; nor to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as, broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity-financial futures exchange/broker/warehouse, financing/lending company, and time shares/club shares/membership certificate issuers or selling agents thereof, nor to operate a fiat money to virtual currency exchange. Neither does this Certificate constitute a permit to undertake activities for which other government agencies require a license or permit.

This Certificate DOES NOT AUTHORIZE INVESTMENT SOLICITATION AND INVESTMENT-TAKING WITHOUT A SECONDARY LICENSE FROM THIS COMMISSION.

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at 2nd Floor, National Economic Development Authority Regional Office VIII Building, Government Center, Candahug, Palo, Leyte, Philippines, this day of 16 April Two Thousand Twenty Four.

DESIREE P. CUENCO
 Officer-in-Charge

*This is a computer generated certificate,
 signature is not required.*

For SEC use only:
 SMC (PBC, as insured)
 Non-stock Corporation
 Corporation with 1 or more incorporators

INCORPORATION STAMP TAX PAID

BARANGAY LARAY CALUBIAN FARMERS IRRIGATOR'S ASSOCIATION INC
BRGY, LARAY CALUBIAN LEYTE

LIST OF OFFICERS AND MMBERS

NAME	POSITION
RICHARD P. CUYOS	PRESIDENT
LENIL P. LUCION	VICE PRESIDENT
ERLINDA D. LUBIANO	SECRETARY
NELISAN B. CACHUMBO	TREASURER
JESON E. COCHESA	AUDITOR
EDUARDO PEDIDA	BOT
JOSEPH CALAS	BOT
ERNESTO MACAPINIG	BOT
REYNANTE MENDEZ	BOT
DEOLITO MENDEZ	BOT
DANILO RANES	MEMBER
BENEDICTO SILLAR	MEMBER
RUEL SILLAR	MEMBER
EMELIO SILLAR	MEMBER
SAMMY SILLAR	MEMBER
ROMEO COCHESA	MEMBER
LOLITA DAGOHOY	MEMBER
DEOLITA SILLAR	MEMBER
BONIFACIO SILLAR	MEMBER
ALMA SILLAR	MEMBER
MICHAEL BERNARDEZ SR	MEMBER
MICHAEL BERNARDEZ JR	MEMBER
PERLITA SILLAR	MEMBER
RICARDO SILLAR	MEMBER
RONEGEI SILLAR	MEMBER
DENNIS SILLAR	MEMBER
RICARDO R. SILLAR	MEMBER
ROMEO SILLAR	MEMBER
MAELYN T. BALANGATAN	MEMBER
ROBERLLY BALANGATAN	MEMBER
LEONITO COCHESA	MEMBER
JAY CACHUMBO	MEMBER
BERLITO ANDO	MEMBER
FEDERICO BALANGATAN	MEMBER
ROSARIO BALANGATAN	MEMBER
VICENTI MENDEZ	MEMBER
CHRISTOPHER MACAPINIG	MEMBER

ROSITA ELABA	MEMBER
REYSAN PABILANDO	MEMBER
ROGELIO BAGALLON	MEMBER
GODOFREDO PAMOLARCO	MEMBER
SAMMY LUBIANO	MEMBER
SANDRA LUBIANO	MEMBER
LUISITO LUBIANO	MEMBER
AVELINO R.RIOS	MEMBER
MICHAEL S.BAGALLON	MEMBER
RHIJIE C.RIOS	MEMBER
ROGELIO C.BAGALLON	MEMBER
RONNIE P. MENDEZ	MEMBER
MARILYN S. BATAK	MEMBER
CESARIO B.SILLAR	MEMBER
WELFREDO Q.LUBIANO	MEMBER
ROLITO P. SILLAR	MEMBER
BENITO S.CASIO	MEMBER
JUNNY V.TABIANO	MEMBER
CORNELIO P. MENDEZ	MEMBER
REYNANTE P.MENDEZ	MEMBER
MARY JANE D.MENDEZ	MEMBER
RONALDO P. MENDEZ	MEMBER
JOSE B.PALAPAR JR	MEMBER
JOSE N,PALAPAR SR	MEMBER
JACKY R. RAMIREZ	MEMBER
ROGELIO S, PABILANDO SR	MEMBER
JOSE P. MENDEZ SR	MEMBER
DANILO P. MENDEZ	MEMBER
LEONARDO P. ELABA	MEMBER
REBECA S. CATOR	MEMBER
CHARITO E.MENDEZ	MEMBER
GEMELITO B. ELABA	MEMBER
JACKY P. ELABA	MEMBER
MARINA P.BALANGATAN	MEMBER
DANILO P. CUYOS	MEMBER
TERRY J .SAMPAYAN	MEMBER
BERNABE P. SAMPAYAN	MEMBER
JOSE P. SAMPAYAN	MEMBER
ANDRES L.SAMPAYAN	MEMBER
DENNIS P.PEDIDA	MEMBER
DIOSDADO S. TUAN SR.	MEMBER
ROEL J .SILLAR	MEMBER
BERNITO S. PABILANDO	MEMBER
ROGER S. PABILANDO	MEMBER
ANTONIO S. PABILANDO JR	MEMBER
REYNALDO S.PABILANDO SR	MEMBER
REYNALDO S.PABILANDO JR.	MEMBER
JORAME SILLAR	MEMBER
JERSON R.JAMIN	MEMBER

Annex G. Minutes of annual meetings

BARANGAY LARAY CALUBIAN FARMERSIRRIGATOR'S ASSOCIATION INC
BRGY, LARAY CALUBIAN LEYTE

Activity: Annual assembly meeting

Participate: Association officers and members

Date of time: July 07 2025 at 10 am

Expectation for the activity: Successful annual assembly meeting

General objective: To ensure that the members are properly informed about the operation and financial condition of the association.

Specific objective: Providing members with an overview of the association 's performance

Agenda ;

1. Agenda

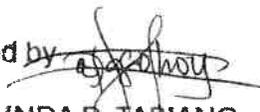
- CHAIRMAN SPEECH
- The chairman of the association reported the development of the operation. thereafter the members were given the opportunity to ask question

2. Agenda

- We talks about clearing the canal because covered in mud so it needs to be cleaned regularly to keep it in good condition

The meeting adjourned at 11:30 A.M in the motion of the member and seconded by the other member.

Prepared by


ERLINDA D. TABIANO

SECRETARY

Noted by:

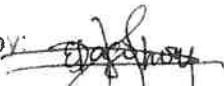

RICHARD CUYOS

PRESIDENT

Annex H: Annual Accomplishment Report

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
MONTHLY MEETING	TO STRENGTHENING and updating the Status of ASB	FROM JAN Dec 2024		/		
Collection of COU MF	TO raise the Capital of every Member and to improve the assets of	FROM JAN Dec 2024		/		
ANNUAL GENERAL MEETING	TO ADOPT THE FINANCIAL year's Income Statement and election of New Officers			/		

*add rows as necessary

Prepared by: 
ERUNDIA D. TAPANO
 [Name]
 Secretary-General

Noted by: 
RICHARD P. CUYOS
 [Name of Head of CSO]
 President

Annex I: Annual Financial Statement

BARANGAY LARAY CAWUBAN FARMERS IRRIGATORS ASSOCIATION INC
 FINANCIAL STATEMENT FOR CY 2025

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Donor 1		
Donor 2		
Monthly Dues / Membership Fees	4,400	
Income Generating Project 1	7,893	
Income Generating Project 2		
TOTAL	12,293	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Project 1	9,406	
Project 2		
Meeting Expenses		
Office Supplies	2,479	
Logistics / Transportation	3,630	
Administrative and Personnel		
TOTAL	15,515	
TOTAL FUND BALANCE		
(Total Inflow - Total Outflow)		

Note by:


 RICHARD P. CAYOS

[Name]

[President]


 ERLINDA D. TABIANO

[Name]

[Secretary-General]


 JESON E. COCHESA

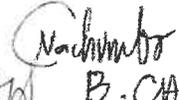
[Name]

[Auditor]

Lenil Lwin
 LENIL P. LWIN

[Name]

[Vice President]


 NELISA B. CACHO

[Name]

[Treasurer]