

Item No.: 07

Date: 05.2025 NOV

Date OCTOBER 6, 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: Jenni V

Dear Vice Governor Javier

In response to your Notice of Call for Accreditation, kindly be informed that CALUBIAN OFIC and BENEFICIARIES ASSOCIATION (COBA) with office address at BRY. M. VELOSO, 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 202__ Minutes of the Annual Meeting;
6. CY 202__ Annual Accomplishment Report; and
7. CY 202__ Financial Statements

Thank you.

Sincerely,


MA. TERESA M. PATES

President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: CALUBIAN OFW AND BENEFICIARIES ASSOCIATION (COBA)

Address: BRGY. M. VELOSO, CALUBIAN, LEYTE

Contact No.: 0917 927 9895 Email address (optional): maritespates@gmail.com

Date Organized: JUNE 25, 2022 Sector/s Represented:

Purposes/Objectives: - TO ESTABLISH AN ASSOCIATION THAT WILL PROVIDE AID and PROTECTION TO ITS MEMBERS. - TO SUPPORT MORAL & ECONOMIC WELL-BEING OF ALL THE MEMBERS.

Services that the organization provides or can participate in: - HELPING THE COMMUNITY THRU OUR COBA STORE.

Registering Agency: Date Registered: JULY 26, 2023

- Securities and Exchange Commission (SEC)
Cooperative Development Authority (CDA)
[checked] Department of Labor and Employment (DOLE)
Department of Human Settlements and Urban Development (DHSUD)
National Commission on Indigenous Peoples (NCIP) *certification

Accrediting Agency (if any): Date Accredited:

- 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 Agriculture (DA)
Department of the Interior and Local Government (DILG)
Department of Labor and Employment (DOLE)
National Commission for Culture and the Arts (NCCA)
Presidential Commission for the Urban Poor (PCUP)

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

Organizational Level:

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

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

Year	Project	Cost	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing
NONE						

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.


MA. TERESA M. PATEC
 President


LUISITO J. MOSCOSA
 Secretary

CALUBIAN OFWG BENEFICIARIES ASSOC (COBA)
BRGY. M. VELOSO, 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] CALUBIAN OFWG BENEFICIARIES ASSOCIATION (COBA) 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] CALUBIAN OFWG BENEFICIARIES ASSOC. (COBA) Special Board Meeting held at [Full Office Address] BRGY. M. VELOSO, CALUBIAN, LEYTE on [MM/DD/YYYY] OCTOBER 04, 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] LUISITO J. MOSCOSA.

ADOPTED unanimously by the Board of Trustees/Directors of the [Name of CSO] COBA, this [DD] 4th day of [MM YYYY] OCTOBER 2025 in the Municipality of Calubian, Leyte.

Name
QUENNIE M. RUIZ
ESTELA B. EFE
LUISITO J. MOSCOSA

Position
VICE-PRESIDENT
TREASURER
SECRETARY

Signature


Annex E: Board Resolution - Intention for Accreditation

MR. JERESH M. PATES

President

SUBSCRIBED AND SWORN TO before me this OCT 06 2025, 2025 in _____, Affiant exhibiting to me his/her _____ with valid identification no. _____ issued on _____ at _____.

Doc No: 2013
Page No: 989
Book No: XXX
Series of 2025

JAY L. VIADOR
Notary Public in and for the
Municipalities of Calubian and
San Isidro, Leyte Until 31 Dec. 2026
Brgy. Cabalquinto, Calubian, Leyte
ROLL No. 75526
IBP No. 517204-01/17/25
Leyte Chapter
PTR No. 045699-01/17/25
MCLE: VII-0011086 2/22/22



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
WESTERN LEYTE FIELD OFFICE
Ormoc City

DOLERO8-ORD-F1
Revision No. 00
Date issued: 11 July 2018

Registration Certificate No.
R08-WLFO-2023-07-WA-1995

KNOW ALL MEN BY THESE PRESENTS:

**CALUBIAN OFW AND
BENEFICIARIES
ASSOCIATION**

Brgy. Veloso, Calubian, Leyte

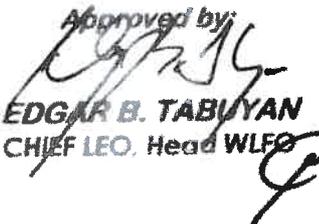
By virtue of the provisions of the Labor Code, as amended, and its implementing rules Has this day been registered as and conferred with all the rights and privileges of a legitimate workers' association established for the MUTUAL AID AND PROTECTION of its members. It shall promote the moral, social 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 for by the Labor Code and its implementing rules and at all times shall be subject to compliance by said workers' association 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, Philippines this 26th day of July 2023.

By authority of the Regional Director:

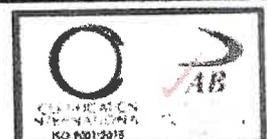
HENRY JOHN S. JALBUENA
Regional Director

Approved by:

EDGAR B. TABUYAN
CHIEF LEO, Head WLFO



Not valid w/out Seal

Batitinan St., Sitio Kalipay, Brgy. Cogon
Ormoc City, Leyte
Tel No 520-5965
dolero8_wlfo@yahoo.com



List of Current Officers and Members: **CALUBIAN OFW AND BENEFICIARIES ASSOCIATION**
as of July 20, 2025

Name	Position
Ma. Teresa M. Pates	President
Quennie M. Ruiz	Vice President
Estelita B. Efe	Treasurer
Luisito J. Moscosa	Secretary
Nida M. Fabon	Auditor
Ofelia L. Villaflor	Head, Health Committee
Gena G. Malipay	Head, Education Committee
Clyde Fernando S. Mendoza	Head, Environmental Committee
Earl Gene P. Cabañas	Head, Infrastructure and Safety Committee
Jessie T. Laurente	Member
Joy Karen A. Lentejas	Member
Julia E. Halichic	Member
Eliezar V. Geniston	Member
Joselito E. Quimbo	Member
Ellas V. Efe	Member
Fe M. Pelicano	Member
Francelita C. Suliva	Member
Emma V. Olasiman	Member
Marivic C. Cabalquinto	Member
Eddieson M. Boter	Member
Creswell T. Biagcong	Member
Cherwennell B. Gellison	Member
Hartzell B. Ochea	Member
Nancy F. Reubal	Member
Candida B. Arpon	Member
Corazon F. Meracap	Member
Pelita G. Dinampo	Member
Marnelle S. Sabinay	Member
Rolino B. De Veyra	Member
Jay ann E. Ejorcadas	Member
Rosalie C. Phua	Member
Trisha D. Alegre	Member
Rachel C. Baterna	Member
Arthur M. Ruiz	Member
Melanie O. Dalumpines	Member
Lennie P. De Guzman	Member
Ime Joy Tampus	Member

CALLIBIAN OFW AND BENEFICIARIES ASSOC (COBA)

Activity: MONTHLY MEETING

Participants: MEMBERS

Date and Time: JULY 20, 2025 / 1:00 PM

Expectations for the Activity: TO RESOLVE THE ISSUE OF RICE DISTRIBUTION

General Objective: TO RESOLVE THE ISSUE OF RICE STOCKS.

Specific Objectives:

- - TO ASK THE OPINION OF THE MEMBERS ON THE RICE VARIETY
- - TO LOOK FOR MEMBERS WHO OWN A STORE FOR PRODUCT CONSIGNMENT.
- - TO REQUEST EACH MEMBERS TO SELL OR BUY THE RICE TO LESSEN THE INVENTORY.

Agenda:

1. Agenda 1

THE RICE VARIANTS - JAGUAR, PANDA AND OTHER LOCAL RICE.
[Notes, Agreements, Discussions, etc.]

2. Agenda 2 PRODUCT CONSIGNMENT - MS. EMMA, MS. LIELOL

MS. MARVIC, MS. GENA AND MR. CLYDE
[Notes, Agreements, Discussions, etc.]

3. Agenda 3 PATRONIZING PRODUCT - EACH MEMBER WERE

REQUESTED TO SELL OR BUY THE RICE FROM THE STORE TO INCREASE SALES AND LESSEN THE INVENTORY.
[Notes, Agreements, Discussions, etc.]

4. Agenda 4

OTHER MATTERS: TO SKED THE NEXT MEETING BY AUGUST 30, 2025.
[Notes, Agreements, Discussions, etc.]

Prepared by:


LUIS J. MASCOSA
[Name]

Secretary-General

Noted by:


MA. TERESA M. PATES
[Name of Head of CSO]

President

CAUBIAN OFW & BENEFICIARIES ASSOCIATION (COBA)

Name of Program/Project/Activity	Objective/s	Duration/Date	Status		Budget	Remarks
			Completed	Ongoing		
MONTHLY MEETING	F.S. UPDATE	EVERY MONTH		✓		
GEN ASSEMBLY MEETING	F.S. UPDATE	MARCH 2025	✓			
COBA STORE	FOR INCOME	-			₱140,000.00	

*add rows as necessary

Prepared by:


WILFREDO J. MOSCOSA

Secretary-General

Noted by:


MA. TERESA M. PATES

President

ORGANIZACION DE FUNDACIONES BENEFICARIAS ASOCIACION (COBRA)

FINANCIAL STATEMENT FOR CY 2025

INFLOW (Income)		
SOURCE	AMOUNT	REMARKS
Donor 1 <u>OWWA GRANT</u>	<u>₱ 140,000.00</u>	
Donor 2		
Monthly Dues / Membership Fees	<u>79,111.26</u>	
Income Generating Project 1		
Income Generating Project 2		
TOTAL	<u>₱ 219,111.26</u>	
OUTFLOW (Expenses)		
PARTICULARS	AMOUNT	REMARKS
Project 1 <u>COBRA STAFF</u>	<u>₱ 135,000.00</u>	
Project 2		
Meeting Expenses		
Office Supplies		
Logistics / Transportation		
Administrative and Personnel		
TOTAL		
TOTAL FUND BALANCE (Total Inflow - Total Outflow)	<u>₱ 84,111.26</u>	

Noted by:

MA. TERESA M. DATES

[Name]
[President]

LUISITO J. MOSCOSA

[Name]
[Secretary-General]

NIDA V. FABON

[Name]
[Auditor]

QUEENIE M. RUIZ

[Name]
[Vice President]

ESTELA B. EFE

[Name]
[Treasurer]