

Annex D: Letter of Application

Item No.: **24**

Date: **18 2025 NOV**

Date:

Vice Governor, Sandy Javier

Presiding Officer, Sangguniang Panlalawigan

Province of Leyte

Dear **Vice Governor Sandy Javier**,

In response to your Notice of Call for Accreditation, kindly be informed that BAGONG BAYAN MAUNLAD AGRICULTURAL COOPERATIVE, with office address at [office address], 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 [SEC, CDA, DOLE, DHSUD] 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 2024 Minutes of the Annual Meeting;
6. CY 2024 Annual Accomplishment Report; and
7. CY 2024 Financial Statements

Thank you.

Sincerely,


AMANCIO P. BACAY

President

Application Form for Accreditation

Name of Organization: Bagong Bayan Maunlad Agriculture Cooperative

Address: Baylon St. Poblacion, Tabango, Leyte

Contact No.: 09380350164

Date of Organized: February 13, 2024 - Sectors/Farmers, Fisherman

Purpose/Objectives:

- Established for the Mutual Aid Protection of this member.
- Promote the moral, social economic well-being of its member and;
- Shall have the right to represent then in Accordance with its Constitution and by-laws and purpose not contrary to law;
- Develop a sustainable livelihood which aim uplifting the economic condition of the member.
- Provide members knowledge and skills effective and innovative way of farming, fishing and livestock raising service that the cooperative provider or can participate in.
 - Techno-Demo on High Value Crops
 - Empowerment seminar/trainings
 - Community services

Registering Agency

Letter of Application

Resolution

List of Current Officer

Minutes

- President Commission for the Urban Poor (PCUP)
- Philippine Drug Enforcement Agency (PDEA)
- Department of Labor and Employment (DOLE)
- Other (specify): _____

Organizational Level:

- Barangay-level
- Chapter
- Affiliate of a larger organization (identify organization): _____
- Other (specify): Provincial Level

Projects Implemented in the Municipality of Tabango

Year	Project	Cost	Financing source/scheme	Beneficiaries	Status	Ongoing
2024	Garden		Member	BBMAC	On Going	

Depending on your organizational 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

WHEREBY CERTIFY to the correctness of the above information


AMANCIO P. BACAY
 President


JELLY L. SUMILE
 Secretary

BAGONG BAYAN MAUNLAD AGRICULTURAL COOPERATIVE

Tabango, leyte

BOARD RESOLUTION NO: 01-2025

WHEREAS, Section 108 of 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. 2025-060, on Guidelines on the Accreditation of Civil Society Organization and Selection of Representatives to the Local Special Bodies;

WHEREAS, the BAGONG BAYAN MAUNLAD AGRICULTURAL COOPERATIVE is a civil society organization duly registered with the Cooperative, and existing under Philippines laws;

WHEREAS, in the BAGONG BAYAN MAUNLAD AGRICULTURAL COOPERATIVE special Board Meeting held at on [1/10/2025], attended by the following Board of Trustees present, the following resolution was approved and adopted:

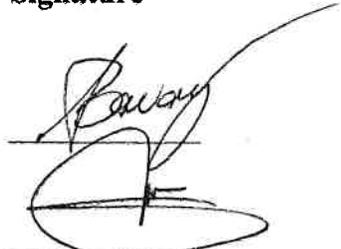
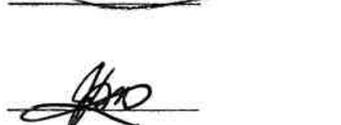
RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with Sangguniang, pursuant to the procedures and guidelines set forth in Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular 2025-060, and to apply for membership in a 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.

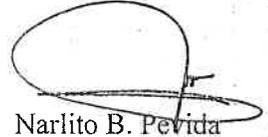
RESOLVED FURTHERMORE, that the following representative/s of the Organization is/are authorized and directed to take any action necessary of effectuate the foregoing resolution:

AMACIO P. BACAY

ADOPTED unanimously by the Board of Trustees/Directors of the BAGONG BAYAN MAUNLAD AGRICULTURAL COOPERATIVE this [10th] day of August 2025 in Tabango, Leyte of Municipality of Tabango.

Name	Position	Signature
Amancio P. Bacay	President	
Narlito B. Pevida	B.O.D Chairman	
Jelly L. Sumile	Secretary	

Annex H: Board Resolution - Intention for Accreditation


Narlito B. Pevida

Board Chairperson or Equivalent

SUBSCRIBED AND SWORN TO before me this AUG 18 day of AUG, 2025 in MUNICIPALITY OF TABANGO
Affiant exhibiting to me his/her _____ in with valid identification no. _____ issued on _____
at _____

Doc No: 308
Page No: 12
Book No: XI
Series of: 2025


ATTY. JOLLIANNE GENERE E. PERINO
Notary Public
Until December 31, 2025
PTR No. 0057718 1/3/2025
Tabango, Leyte
Roll No. 76733
IBP OR No. 495192 1/2/2025
Leyte Chapter
MCLE Compliance No. VIII-0009117
Until 4/1/2026
RC No. R-PAL-23-12-010
Gr. 17, RTC, Palompon, Leyte



Republic of the Philippines
COOPERATIVE DEVELOPMENT AUTHORITY

Registration No: 9520-100800035863

CERTIFICATE OF REGISTRATION

TO ALL WHOM THESE PRESENTS MAY COME,

This is to certify that

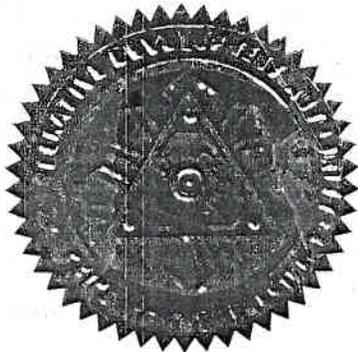
Bagong Bayan Maunlad Agriculture Cooperative

Name of Cooperative

with address at **Tambis 1, Poblacion, Tabango, Leyte, Region VIII (Eastern Visayas)**, has presented and filed with the Authority its Articles of Cooperation and By-laws duly signed and acknowledged for its organization in accordance with the provisions of Republic Act 9520. This certifies further that the said Articles of Cooperation and By-laws have complied with the provisions of the said Republic Act 9520 and its Implementing Rules and Regulations.

By virtue of the powers and duties vested upon me by law, the above named cooperative is hereby registered with the Cooperative Development Authority and shall continue to enjoy the rights and privileges in accordance with Republic Act 9520 and all other laws appurtenant thereto unless this Certificate is suspended or cancelled for cause.

Given in Quezon City, Philippines, this 10th day of May, 2024.



JOSEPH B. ENCABO

Chairman

Jornales Venus
Maglante



EXEMPTED FROM COPY
ORIGINAL
Grace L. Mapa
GRACE L. MAPA
Jr. Sr. CDS - REGISTRAR



Republic of the Philippines
COOPERATIVE DEVELOPMENT AUTHORITY
Region VIII Extension Office



SAGUNO PILIPINAS

CERTIFICATE OF COMPLIANCE
is conferred upon

**BAGONG BAYAN MAUNLAD
AGRICULTURE COOPERATIVE**
Tambis 1, Poblacion, Tabango, Leyte

A cooperative duly registered with this Authority under Registration No. **9520-100800035863** issued on **May 10, 2024** for being compliant with all the requirements of the law and issuances of the Authority as a newly registered cooperative or pertaining to required reports submission.

This Certificate is issued and shall be valid until **April 30, 2026**, unless revoked.

Issued this 14th day of February 2025

Mari M. del Pilar
MARIPAZ M. DEL PILAR
Officer-in-Charge

COC No. 08-2025-00144

Mari M. del Pilar



Republic of the Philippines
Province of Leyte
MUNICIPALITY OF TABANGO
-oOo-
SANGGUNIANG BAYAN

THIS IS TO CERTIFY THAT, having satisfactorily complied with all the requirements and criteria for accreditation, pursuant to the Local Government Code and as promulgated in DILG Memorandum Circular No. 2025-060 dated June 27, 2025, the

BAGONG BAYAN MAUNLAD AGRICULTURE COOPERATIVE

an organization duly registered with the Cooperative Development Authority (CDA) and established in accordance with law is hereby awarded this

CERTIFICATE OF ACCREDITATION

IN WITNESS HEREOF, I have unto set my hand and caused the seal of the Municipality of Tabango this 17th day of September 2025, at the Municipality of Tabango, Leyte, Philippines.


BERNARD JONATHAN M. REMANDABAN
Presiding Officer/Municipal Vice Mayor



REPUBLIC OF THE PHILIPPINES
 PROVINCE OF LEYTE
 MUNICIPALITY OF TABANGO

SANGGUNIANG BAYAN

sbtabangoleyte2013@gmail.com
 (053) 5205193

EXCERPT FROM THE MINUTES OF THE 10th REGULAR SESSION OF THE SANGGUNIANG BAYAN OF TABANGO (2022-2025) HELD AT THE SB SESSION HALL, MUNICIPALITY OF TABANGO, PROVINCE OF LEYTE, ON SEPTEMBER 17, 2025.

RESOLUTION NO. 2025 - 81
 Series of 2025

A RESOLUTION APPROVING AND GRANTING THE ACCREDITATION OF BAGONG BAYAN MAUNLAD AGRICULTURE COOPERATIVE (BBMAC) IN THE MUNICIPALITY OF TABANGO, LEYTE.

WHEREAS, Section 34 of Republic Act No. 7160, otherwise known as the Local Government Code of 1991, provides that local government units shall promote the establishment and operation of people's and non-governmental organizations to become active partners in the pursuit of local autonomy;

WHEREAS, on June 23, 2025, the Department of the Interior and Local Government issued Memorandum Circular No. 2025-060, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, the BAGONG BAYAN MAUNLAD AGRICULTURE COOPERATIVE (BBMAC) of Barangay Poblacion, Tabango, Leyte, through its duly authorized officer, has signified its intention to be an accredited CSO in the Municipality of Tabango, Leyte, to pursue an active partnership with the Local Government Unit in the pursuit of local autonomy and nation-building;

WHEREAS, the BAGONG BAYAN MAUNLAD AGRICULTURE COOPERATIVE (BBMAC) has satisfactorily complied with the requirements and criteria for accreditation as a civil society organization in accordance with the procedures and guidelines set forth in DILG Memorandum Circular No. 2025-060;

NOW, THEREFORE, on motion of Honorable Melchor M. Aropo, Jr., and duly seconded unanimously, be it:

RESOLVED, as it is hereby RESOLVED, to approve and grant the accreditation of the BAGONG BAYAN MAUNLAD AGRICULTURE COOPERATIVE (BBMAC) in the Municipality of Tabango, Leyte.

ADOPTED AND APPROVED this 17th day of September 2025.

I HEREBY CERTIFY the correctness and veracity of the foregoing resolution

VALENTINO A. CODERA
 Secretary to the Sangguniang Bayan

ATTESTED BY:

BERNARD JONATHAN M. REMANDABAN
 Presiding Officer/Municipal Vice Mayor

RELEASED
 DATE: 02 OCT 2025
 BY: SB Sec of PL

Annex F. List of Current Officers and Members

LIST OF CURRENT OFFICERS OF THE
BAGONG BAYAN MAUNLAD AGRICULTURE COOPERATIVE

Date

NAME	POSITION
AMANCIO P. BACAY	PRESIDENT
FELIX A ROSETASE	VICE PRESIDENT
JELLY L. SUMILE	SECRETARY
MARIVIC B. MANATAD	TREASURER
ANA MARIE S. VERACES	AUDITOR

List of Members

1. Amancio P. Bacay
2. Maricel M. Aris
3. Jomar T. Arnoco
4. Juleto T. Baquero
5. Belinda M. Cuenco
6. Leonila Villamor
7. Diosdado A. Villamor
8. Felix A. Rositase
9. Danilo D. Rosetase
10. Cherrylyn L. Catienza
11. Jelly L. Sumile
12. Marivic B. Manatad
13. Alex J. Agunias
14. Narlito B. Pevida
15. Ana Marie S. Veraces
16. Marita D. Mandal
17. Aurelio P. Retiza
18. Nida M. Tumbiga
19. Christopher T. Daño
20. Yolita Daño
21. Maribeth N. Palad
22. Marjorie Palad
23. Salvacion B. Dizon
24. Maria Liza T. Manatad
25. Virginia M. Sutcheza
26. Ben B. Pungtan
27. Kimbang Fernan
28. Rosalinda D. Conde
29. Denny Bog-ut
30. Grace Pevida
31. Khin Joe Ylanan
32. Ryan Pevida
33. Jhonrel Casas
34. Nelbóy Balermo
35. Salvador Lepen

36. Leo Lepiten
37. Edgar Rosa
38. Catherine Mocalve
39. Niña Lequin
40. Dondoy Calesa
41. Dominador P. Arreglo Jr,
42. Macario Balermo
43. Christina Canabe
44. Tata *Munavista*
45. ~~Estela~~ Estela Payao
46. Dodong B. Piveda
47. Visitacion Pevida
48. Renante Pevida
49. Amelita Cando
50. Jerry P. Nogra
51. Minerva Balermo
52. Alfredo Omolon
53. Jhamil B. Dizon
54. Ramil Bug-ot


Francisco P. Arreglo
President/Chairman

Annex G. Minutes of Annual Meeting

BAGONG BAYAN MAUNLAD AGRICULTURE COOPERATIVE

Annual Meeting:

Date: February 8, 2025

Minutes of the Meeting

Time: 10:00 A.M

General Objective: Annual updates and member approval

Specific Objective: Bagong Bayan Maunlad Agricultural Cooperative Financial Statement

Discussing the status of our financial since we started with the cooperative without collecting money. But then we agreed to give our 200 pesos for membership fee and our CBU.

A. Permit – and all requirement for permit processing resolved

Mr. Bacay – suggested since we have membership and CBU why not to get from it so that we can process our permit.

B. Napagkakasunduan din na magbibigay kami ng Monthly due of 50 Pesos each.

C. Share Capital

2. C.S.O Accreditation

3. Planning from 2025

Activity – Gardening

- Carenderia/Lugawan as income generating of our Cooperative.

- Every Sunday – Pagtanim – Gardening

- First Saturday of the month – Meeting

We also discuss what is COOP?

C – Cooperative

O – Owned by the members

O – Operate by the members

P – Patronage by the members

At sama – sama samang inalagaan ang aming Cooperatiba.

Attested by:


AMANCIO P. BACAY
President

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Date: August 10, 2025

Time: 1:00 P.M

What: Emergency meeting

Agenda: Reporting SB Accreditation

- ❖ Photocopy
- ❖ Notary
- ❖ Members Update
- ❖ Monthly Rental
- ❖ Garden Activity
- ❖ Monthly Dues
- ❖ Bank Signature

1. SB Accreditation:

Photocopy and Notary – by Chairman Espinosa

2. Members Update:

Sa mga Members nga mo undang unya mobalik, pabayron sa monthly dues gika pagsugod uban sa penalty.

3. Monthly Rental:

• $\text{₱ } 1,000.00 \text{ e divide sa } 13 = 11$
Monthly dues: 50 $\underline{\hspace{1cm}}$ = 50
127 per month
32 per week

4. Garden Activity: Padayon

• Mais and Gulayan

• Ang Monthly dues nga ma collect e gasto sa mag maintain sa garden

5. Bank Signature:

Alberto Jagdon

Narlito Pevida

Ana Marie Veraces

Timed End: 2:00 P.M

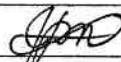
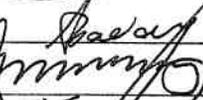
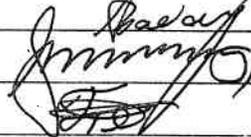
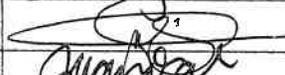
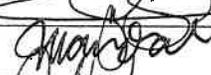
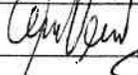

JELLY L. SUMILE
Secretary


NARLITO PEVIDA
Chairman

BAGONG BAYAN MAUNLAD AGRICULTURAL COOPERATIVE

Poblacion, Tabango Leyte

Attendance

NAME	SIGANTURE
1. JELLY L. SUMILE	
2. DANILO ROSATASE	Daniilo Rosatase
3. CHARAQUIN T. ESPINOSA	Charaquin T. Espinosa
4. NARLITO PEVIDA	
5. JOMAR A. ARNOCO	
6. AMANCIO BACAY	Amancio Bacay
7. BELINDA M. CUENCO	
8. FELIX ROSITASE	
9. DIOSDADO ROSITASE	Genclyn Rositase
10. CHERELYN CATIENZA	
11. MARITA MANDAL D.	
12. ANA MARIE S. VERACES	
13. JUNITO BAQUORE	Sm