



Item No.: 25

Date: 18 2025 NOV

**EAST VISAYAN AGRO-INDUSTRIAL  
AGRICULTURE COOPERATIVE  
(EV AGRI COOP)**

Office add: Divisoria St., Brgy. Nula-tula (Lower), Tacloban City  
CDA REG NO. 9520-100800037877 TIN NO. 683-023-169-00000  
Mobile Nos.: +639213262560 or +639274553681



**Letter of Application**

October 14, 2025

**The Hon. VICE GOVERNOR  
Presiding Official, Sangguniang Panlalawigan  
Province of Leyte**

**Dear Vice Governor Hon. LEONARDO M. JAVIER JR,**

In response to your Notice of Call for Accreditation regarding Agricultural Services in the City of Tacloban, please be informed that the **East Visayan Agro-Industrial (Agriculture) Cooperative** with temporary office address at Divisoria St., Brgy. Nula-tula, Tacloban City would like to avail the Official Accreditation from the City Council's recognition and approval for the proposed above-described technical assistance we intend to offer.

In support to this application, we attached the following administrative requirements; these are:

1. Duly accomplished Application Form for Accreditation;
2. Duly approved Board Resolution signifying intention of the accreditation for the purpose of representation in the local special body;
3. Certificate of Registration issued by the Cooperative Development Authority or an existing valid Certificate of Accreditation issued by the Name of NGA or Certification issued by the NCP;
4. List of Current Officers;
5. Minutes of the Annual Meeting;
6. Annual Accomplishment Report;
7. Financial Statements

We hope this would merit your favorable consideration on this matter. Thank you!

Sincerely,

  
**ROMULO B. DELMO**  
BOD Chairman/President



**EAST VISAYAN AGRO-INDUSTRIAL  
AGRICULTURE COOPERATIVE  
(EV AGRI COOP)**

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**APPLICATION FORM FOR ACCREDITATION**

**Name of Organization:** EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE  
COOPERATIVE (EV AGRI COOP)

**Address:** Divisoria St., Brgy. Nula-tula (Lower), Tacloban City

**Contact No.:** 09213262560 or 09274553681 **email Add:** evaiagri.coop20@gmail.com

**Date Organized:** July 28, 2025

**Sector Represented:** East Visayas Marginal Families

**Purposes/Objectives:**

1. To provide them a commensurate earning corresponding with their earned skills due from their daily work;
2. To uplift their living standards, improve their physical and mental health as a consequence to their daily monetary gains;
3. To redirect their core values of life, and instill the principle of cooperative;

**The Organization's Services that can provide/participate in:**

1. Primarily, the Cooperative is eyeing all types of agricultural endeavors;
2. Secondary, we cater all types of support services related to agricultural undertakings, be it on the farm machineries & implements restoration, repair & maintenance or design innovation, design and build of the farm facilities, operational training & proper care procedures of farm machineries & implements, developmental planning of integrated farming,
3. Thirdly, we restore, innovate, increase productivity and manage the operation of abandoned/stagnant farm facilities and machinery.

**Registering Agency:** Cooperative Development Authority (CDA)

**Date Registered:** July 31, 2025

**Accrediting Agency (if any)** NONE

**Organizational Level:** Regional Level

**Projects Implemented in the Province Leyte.**

Year	Project Name	Cost	Fund Source	Beneficiaries	Proj. Status
	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**

**WE HEREBY CERTIFY TO THE CORRECTNESS OF THE ABOVE INFORMATION.**

  
**ROMULO B. DELMO**  
President/BOD Chairman

  
**ANNALIZA R. SAIM**  
Secretary

***EAST VISAYAN AGRO-INDUSTRIAL  
AGRICULTURE COOPERATIVE  
EV AGRI COOP***

Office Add: Divisoria St., Brgy. Nula-tula (Lower), Tacloban City

CDA REG. No. **9520-100800037877**

TIN No. **683-023-169-00000**

**BOARD RESOLUTION NO. 3**

Series of 2025

**A RESOLUTION RECOMMENDING THE APPROVAL OF THE APPLICATION  
OF East Visayan Agro-Industrial Agriculture Cooperative TO THE DEPARTMENT  
OF AGRICULTURE PROVINCE OF LEYTE CIVIL SOCIETY ORGANIZATION.**

**WHEREAS**, the East Visayan Agro-Industrial Agriculture Cooperative is a Civil Society Organization (CSO) duly registered with the CDA with Registration Certificate No. **9520-10080007877** dated **JULY 31, 2025**;

**WHEREAS**, East Visayan Agro-Industrial Agriculture Cooperative opts to request for funding a.) Palay Buying, Rice Selling, with Central Storage Complex  
b.) All Farm Machineries, Implements, Repair, Restoration, and Maintenance Services.

c.) Palay Production Management and Services, from the Department of Agriculture (DA) to further support its operations to improve the socio-economic status of its members;

**WHEREAS**, on June 23, 2025, the Department of the Interior and Local Government issued a Memorandum Circular No. 2022 on the Guidelines of the Accreditation of the Civil Society Organizations and the Selection of the representatives to the Local Special Bodies; the officers and members of **East Visayan Agro-Industrial (Agriculture) Cooperative** are interested to be accredited;

**WHEREAS**, when the opportunity arises, the **East Visayan Agro-Industrial (Agriculture) Cooperative** will be committed serve the purpose of being accredited with the Province of Leyte DA;

**WHEREFORE**, on motion made by ERIC D. MOSQUERA, duly seconded by ROMMEL P. DELIMA;

**BE IT RESOLVED**, as it is hereby resolved, to approve the application of **East Visayan Agro-Industrial (Agriculture) Cooperative** to the Department of Agriculture – Civil Society Organization (DA-CSO) Accreditation.

**UNANIMOUSLY APPROVED** during the Board Meeting held on August 5, 2025 at the Divisoria St. Brgy 74 Tacloban City.

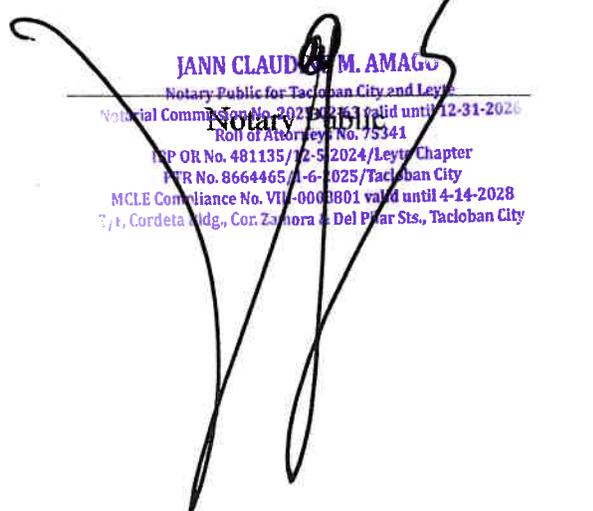
**I HEREBY CERTIFY** that the information on this Resolution is true and correct.

<u>Affiant's Names</u>	<u>Position</u>	<u>Signature</u>
ROMULO B. DELMO	BOD CHAIRMAN	
ERIC D. MOSQUERA	BOD VICE CHAIR	
BERNARDINO JULIUS MAGSAMBOL	BOD MEMBER	
ROMMEL P. DELIMA	BOD MEMBER	
AMADO B. DELMO, JR.	BOD MEMBER	

SUBSCRIBED AND SWORN TO before me this SEP 12 2025 day of August, 2025 in Tacloban City, Leyte, Philippines, where affiants are exhibiting to me their xerox copies of their National/other valid ID'S as proof of their identities.

Name	Kind of ID	Who & When Issued
Romulo B. Delmo	PRC ID	PRC ID 6615; 4/7/2005
Eric D. Mosquera	PRC ID	PRC ID 49778; 5/9/96
Bernardino Julius Magsambol	Police ID	PRC ID 6232; 11/29/11
Rommel P. Delima	PWD ID	093747-000-0001558; 3/3
Amado B. Delmo, Jr.	PRC ID	PRC ID 58437; 1990

Doc. No. 299  
Page No. 60  
Book No. VIII  
Series of 2025

  
**JANN CLAUDIO M. AMAGO**  
Notary Public for Tacloban City and Leyte  
Notarial Commission No. 2023-0263 valid until 12-31-2026  
Roll of Attorneys No. 75341  
I.P. OR No. 481135/12-S-2024/Leyte Chapter  
PTR No. 8664465/1-6-2025/Tacloban City  
MCLE Compliance No. VII-0008801 valid until 4-14-2028  
711, Cordeta Bldg., Cor Zamora & Del Pilar Sts., Tacloban City



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AGRICULTURE COOPERATIVE  
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**LIST OF CURRENT OFFICERS**

**List of Officers:**

Name of Officer	Position in the organization	Home Address	Farm Location
Romolu B. Delmo	President/Chairman	Tanauan Leyte	Tanauan Leyte
Eric D. Mosquera	BOD Member	Tacloban City	Tacloban City
Amado B Delmo	BOD Member	Tacloban City	Tacloban City
Rommel P. Delima	BOD Member	Tacloban City	Tacloban City
Bernardino Julius N. Magsambol	BOD Member	Burauen Leyte	Burauen Leyte
Marlon G. Ala	Auditor	Sta Rita Samar	Sta Rita Samar
Melchor A Bustillo	Election/P. I. O.	Sta Rita Samar	Sta Rita Samar
Lucita B. Basa	Treasurer	Tacloban City	Tacloban City
Annaliza R. Saim	Secretary	Sta Rita Samar	Sta Rita Samar

**List of Members:**

Name of Member	Home address	Farm Location
Ala, Marlon G.	Sta Rita Samar	Sta Rita Samar
Basa, Lucita B.	Tacloban City	Tacloban City
Bustillo, Melchor A.	Sta Rita Samar	Sta Rita Samar
Cabesas, Robert M.	Burauen Leyte	Burauen Leyte
Cajefe, Inna Louise D.	Tanauan Leyte	Tanauan Leyte
Delima, Rommel P.	Tacloban City	Tacloban City
Delmo, Amado Jr. B.	Tacloban City	Tacloban City
Delmo, Romulo B.		Tanauan Leyte
Latore, Mary Ann B.	Tacloban City	Tacloban City
Magsambol, Bernardino Julius N.	Burauen Leyte	Burauen Leyte
Malatbalat, Marita M.	Sta Rita Samar	Sta Rita Samar
Malatbalat, Rene O.	Sta Rita Samar	Sta Rita Samar
Maurillio, Editha S.	Sta Rita Samar	Sta Rita Samar
Moramion, Rosalia C.	Sta Rita Samar	Sta Rita Samar
Mosquera, Eric D.	Tacloban City	Tacloban City
Odtujan, Josephine L.	Sta Rita Samar	Sta Rita Samar
Ronda, Merlinda D.	Sta Rita Samar	Sta Rita Samar
Ronda, Romulo O.	Sta Rita Samar	Sta Rita Samar
Saim, Annaliza R.	Sta Rita Samar	Sta Rita Samar
Salisic, Floro M.	Sta Rita Samar	Sta Rita Samar



***EAST VISAYAN AGRO-INDUST  
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**Activity-1: Progressively Store Palay For Regional Demand and Beyond**

**Participants:** Board of Directors, Business Manager, Secretary, Treasurer

**Date and Time:** August 21, 2025; 10:00AM

**Expectations for the Activity:** The discussion may end up as to how funds could be raised.

**General Objectives:** “Feeding The East Visayan Folks With EV AGRI Coop Quality Rice”

**Specific Objectives:**

A. Prepare Proposal for: Progressive Stacking of Huge Palay Volume for Eastern Visayas Demand and Beyond.

i. Prepare to equip the following data: Population By Province; Estimated Population Eating Rice; Estimated Weight of Rice Consumed Per Capita; Map of Eastern Visayas - indicating town locations, road network, Palayan areas w/ average yield/hectare/cropping season; establish economic and physical assumptions; identify equipment and costs for each; etc.

ii. Stratify, Identify & Clusterize Towns To Select Central Palay Storage and Buying Centers Within The Region

iii. Perform Statistical Calculations for the ff: a) targeted initial palay volume for stacking per cluster; fair cost of rice /kl; suggested retail price of rice/kl; total investment per cluster in the region; the itemized cost of the needed gadgets; measuring devices; transport vehicles, development cost per central stacking site; etc.

B. Qualify the Methods: Buying; Transport; Storing & Care of Grains; Milling & Selling.

C. Outline the Progressive Buying & Stacking of Palay & Rice Selling Management Plan for the Entire Region.

D. Start & Finalize the Proposal Write-up.

E. Search for Funding Institutions to Avail for Capital Outlay Either By Loans or Grants From Investment Houses or Government Entities With Submittal of the Proposal.

F. Look For Real Property as Site for the Bodega Complex per Cluster;

G. Prepare Site Development Plan, Design, Estimates & Program of Work of the Central Bodega Complex; Storage & Support Facilities; Power System, Sanitary System & Environmental Clearance Requirements, Etc.

H. Identify & Scrutinize the Manpower Assigned to Each Position Required Per Cluster

I. Make Periodic Follow Up of the Funds being borrowed from a Particular Institution applied.

J. Ready the Coop Members in Preparation for the Developmental Activities.

Prepared By:

**ANNALIZA R. SAIM**  
Secretary General

Noted By:

**ROMULO B. DELMO**  
BOD Chair/President



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**Activity-2:** Palay Production: Leasing of Riceland; Land Preparation Services to Marginal Farmers; Supply Farm Inputs, Etc. Region Wide and Beyond  
**Participants:** Board of Directors, Business Manager, Secretary, Treasurer  
**Date and Time:** August 28, 2025; 9:00AM  
**Expectations for the Activity:** The discussion may end up to unanimous approval should funds become available.

**General Objectives:** “Feeding The East Visayan Folks With EV AGRI Coop Quality Rice”

**Specific Objectives:**

- A. Campaign to land owners, land tillers-tenants, leasees other than EV AGRI Coop to discuss which from the various options the three (3) categories of farmers they could fit into the above mentioned method so as to avail of their wants to plant palay or other crops but their resources are scarce;
- i. An EV AGRI Coop member will scout around a town to look for idled property. From a folk nearby he/she can ask for the name of the owner of the unproductive estate. The same Coop member will approach the owner politely to negotiate and discuss possible conversion of the vacant property into a fruitful land by offering to him/her the several options: either by lease or to support him with the needed resources and/or to both options but, at an agreement that proceeds thereof be exclusively sold to the Coop.
  - ii. If the Parties are in agreement, the Coop will push thru the documentation of the agreement and consequently plan to prepare the ideal crops by physically examining the land, such as: a) relocation of the boundaries by accurate measurement using RTK device - the purpose are: to eliminate boundary conflict, to estimate the amount of seedlings and fertilizer, to determine the volume of water needed by the plants, and lastly, to identify what, how & where agricultural structures are made inside the lot; b) extract soil samples at strategic locations to determine the soil nutrients, deficiencies thereof are to be supplied; c) could identify easily the amount of pest control needed by the crops in the lot, etc.
  - iii. The Coop will prepare the needed farming preparations, like: scheduling of the various farm activities; the farm machinery adaptable for the type of land & soil; the quantity of Palay seedlings/amount of crops needed; the various skills of farm workers and the number for each skill; the estimated cash needed from start to finish to plant;
  - iv. The Coop will periodically visit the plantation to observe the growth of the plants, such that if there are signs of pests the Coop will correspondingly react to rid the same.
  - v. For faster, economic and lesser effort crops will be harvested mechanically. When harvest is done the Coop will immediately weigh the yields to come up with gross peso value of the harvest. For example the Contracting Party-Farmer would opt for the 3<sup>rd</sup> option where expenses are shouldered by the Coop, then all expenditures plus the percentage of sharing will be summed up and will be deducted from the gross amount.

The difference shall become the net amount due to the farmer to be paid right then and there.

vi. In the event the farmer would want to terminate the contract, he/she should inform the coop days or weeks before harvest so that we can prepare the necessary termination agreement without employing any special conditions whatsoever.

vii. That finishes the Farmer's-Coop Agreement;

Prepared by:

*Annaliza R. Saim*  
**ANNALIZA R. SAIM**  
Coop. Secretary

Noted by:

  
**ROMULO B. DELMO**  
President/BOD Chair



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**Activity-3: Repair and Restoration of All Types of Farm Machineries Anywhere in Region 8**

**Participants:** Board of Directors, Business Manager, Secretary, Treasurer

**Date and Time:** August 28, 2025; 9:00AM

**Expectations for the Activity:** The discussion may end up to a unanimous approval should equipment owners would vie for the facility.

**General Objectives:** "Restoring All Types of Farm Implements Owned by Individuals, Associations, Cooperatives or LGU'S Possessed Units"

**Specific Objectives:**

1. To announce to the Farm Machinery Owners regionwide that EV AGRI Coop is servicing to restore all types of farm equipment that were not operational for past months or years;
2. To inform the machinery owners of the type of services EV AGRI Coop are extending: farm site services or Coop shop services. Concluded services may depend on the nature of the troubled equipment.
3. To conduct actual inspection and assess/evaluate thereof the real condition of the farm implement; in that visit the mechanic will interrogate the operator and/or the possessor of the said equipment as to how the trouble came in; it is in this phase of the services where the Coop mechanic can make an initial guess as to what caused the trouble;
4. Whether or not the situation of services are located at the farm site the Coop mechanic will dare to conduct actual testing of the machine so that the defect could be visualized, heard, felt and observed by the eyes what, where and how to fix the machine to its original working condition;
5. It is in this phase of the work where replaceable parts or broken parts be refitted by making it stronger or remedied by remodeling the part(s) in the Coop shop or outside where such the cost of the particular work can be estimated or priced accordingly;
6. Decided repair, refitted or replacement part(s) work is now the sole action of the mechanic until returned back and tested to see, heard and physical observed that the same is working again normally.
7. The owner is called to the shop to let him/her observe of the fixed portion of the machinery to enable him/her approve the work of the shop mechanic;
8. Finished/Completed work is paid 100% accomplished as stipulated in the contract of services; Subsequent after payment the farm machine is readied for turnover to the owner whether at farm site or owner's house.
9. The mechanical services is completed.

# EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE COOPERATIVE

## EV AGRI COOP

Office Add: Divisoria St., Brgy. Nula-tula (Lower), Tacloban City

CDA REG. No. 9520-1008Q007877TIN No. 683-023-169-00000

Mobile Nos.: +639213365701 or +63921555681

### ORGANIZATIONAL CHART

#### GENERAL ASSEMBLY

**MARLON O. ALA**  
AUDIT  
COMMITTEE

**ROMULO B. DELMO**  
CHAIRMAN

**MELCHOR A. BUSTILLO**  
ELECTION  
COMMITTEE

**ERIC D. MOSQUERA**  
BOARD  
MEMBER

**AMADO B. DELMO JR.**  
BOARD  
MEMBER

**ROBERT M. CABESAS**  
BUS.  
MANAGER

**ROMEL P. DELIMA**  
BOARD  
MEMBER

**BERNARDINO JULIUS N. MAGSAMBOL**  
BOARD  
MEMBER

**LUCITA B. BASA**  
TREASURER

**ANNALIZA R. SAIM**  
SECRETARY

**JOSEPHINE L. ODTUJAN**  
CREDIT  
COMMITTEE

**ERIC D. MOSQUERA**  
EDUCATION  
COMMITTEE

**EDITHA S. MAURILLO**  
MED-CON  
COMMITTEE

**RENE O. MALATBALAT**  
ETHICS  
COMMITTEE

**AMADO B. DELMO JR.**  
GAD  
COMMITTEE



# EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE COOPERATIVE

DIVISORIA STREET BRGY 74 TACLOBAN CITY

CDA REG. NO. 9520-10080007877

## ENTERPRISE ACTION PLAN

*Goal Statement:*

ACTION STATEMENT	RESPONSIBLE PERSON	DATE TO BEGIN	DATE DUE	RESOURCES REQUIRED	OUTCOME
1.)SEEKING FUNDER FOR THE PROJECT	BOARD OF DIRECTORS	SEPT. 01, 2025	TO THE PRESENT	MONEY	ON GOING
2.)REPAIR AND RESTORATION OF ALL TYPES OF FARM MACHINERIES	MEMBER OF MAINTENANCE AND MECHANICAL PERSONEL	NOV. 05, 2025	MAR. 5, 2025	START UP CAPITAL OF ESTIMATED EXPENSES FOR EQUIPMENT & TOOLS, AND RAW MATERIALS NEEDED AND WORKING CAPITAL.	TO RESTORED THE AGRICULTURE MACHINERIES AND EQUIPMENT
3.) PALAY BUYING RICE SELLING	MANAGER AND TRUCKING SERVICES TEAM.	NEXT CROPPING MARCH-APRIL 2026	MAY. 10, 2026	BUYING CAPITALIZATION AMOUNTING TO DESIRED VOLUME OF PALAY.	SELLING RICE IN AFORDABLE PRICE ABOUT 33 TO 36 PESOS PER KILO.
4.)PALAY PRODUCTION	MEMBERS OF COOPERATIVE OPERATION TEAM	NOV. 10, 2025	MAR. 5, 2026	TRACTOR/LAND CULTIVATOR WORKING CAPITAL FOR RICE PRODUCTION	GAIN MORE PALAY PRODUCE IN OUR RICE FIELD
5.) HOG RAISNG	FEMALE MEMBERS OF COOP.	NOV. TO DEC. 2025	FEB. 5, 2026	CAPITALIZATION FOR FEEDS	SELL LOWER PRICE OF MEAT



Republic of the Philippines  
**COOPERATIVE DEVELOPMENT AUTHORITY**  
Region VIII Extension Office



## CERTIFICATE OF COMPLIANCE

*is conferred upon*

### **EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE COOPERATIVE (EV AGRI COOP)**

Divisoria Street, Barangay 74, Tacloban City, Leyte

A cooperative duly registered with this Authority under Registration No. **9520-100800037877** issued on **July 31, 2025** 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 31st day of July 2025

  
**VENUS M. JORNALES**

Regional Director

*pan. l. Maganao*

CERTIFIED PHOTOCOPY OF THE  
ORIGINAL  
  
**GRACE L. MADANAO**  
Acting Sr. CDS - REGISTRATION SECTION

COC No. N-8-2025-6108



Republic of the Philippines  
COOPERATIVE DEVELOPMENT AUTHORITY

Registration No: 9520-100800037877

CERTIFICATE OF REGISTRATION

TO ALL WHOM THESE PRESENTS MAY COME,

This is to certify that

**East Visayan Agro-Industrial Agriculture Cooperative  
(EV AGRI COOP)**

Name of Cooperative

with address at **Divisoria Street, Barangay 74, Tacloban City (Capital), 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.

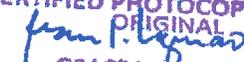
Given in Quezon City, Philippines, this 31st day of July, 2025.



  
ALEXANDER B. RAQUEPO

Chairman



CERTIFIED PHOTOCOPY OF THE  
ORIGINAL  
  
GRACE L. MAPANAO  
Acting Sr. CDS - REGISTRATION SECTION

**CERTIFICATE OF REGISTRATION**

<b>TIN &amp; BRANCH CODE</b> 683-023-169-00000	<b>NAME OF TAXPAYER</b> EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE COOPERATIVE (EV AGRI COOP)	<b>TIN ISSUANCE DATE</b> August 22, 2025
<b>TAXPAYER TYPE/S</b>	COOPERATIVES	
<b>REGISTERING OFFICE</b>	X      Head Office	Branch
<b>REGISTERED ADDRESS</b> DIVISORIA ST BARANGAY 74 6500 CITY OF TACLOBAN LEYTE PHILIPPINES		

TAX TYPES	FORM TYPES	FILING START DATE	FILING FREQUENCY	FILING DUE DATE
CORPORATE INCOME TAX	1702	January 1, 2026	ANNUALLY	On or before the 15th day of the 4th month following the close of the taxpayer's taxable year.
CORPORATE INCOME TAX	1702Q	October 1, 2025	QUARTERLY	Within sixty (60) days following the close of each of the first three (3) quarters of the taxable year.

BUSINESS INFORMATION DETAILS		CATEGORY	REGISTRATION DATE
<b>TRADE NAME 1</b>	EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE COOPERATIVE (EV AGRI COOP)		August 22, 2025
<b>(PSIC)</b>	01450-HOG RAISING	Secondary	
<b>Line of Business</b>	HOG RAISING		
<b>(PSIC)</b>	01461-RAISING (FARMING) OF CHICKEN, BROILER	Secondary	
<b>Line of Business</b>	RAISING (FARMING) OF CHICKEN, BROILER		
<b>(PSIC)</b>	01462-RAISING (FARMING) OF CHICKEN, LAYER	Secondary	
<b>Line of Business</b>	RAISING (FARMING) OF CHICKEN, LAYER		
<b>(PSIC)</b>	03112-COASTAL FISHING, MUNICIPAL (USING VESSELS OF LESS THAN 3 TONS)	Secondary	
<b>Line of Business</b>	COASTAL FISHING, MUNICIPAL (USING VESSELS OF LESS THAN 3 TONS)		
<b>(PSIC)</b>	03212-OPERATION OF FRESHWATER FISH PENS AND FISH CAGE	Secondary	
<b>Line of Business</b>	OPERATION OF FRESHWATER FISH PENS AND FISH CAGE		
<b>(PSIC)</b>	10121-PRODUCTION, PROCESSING AND PRESERVING OF MEAT AND MEAT PRODUCTS INCLUDING TOCINO, TAPA, HAM, BACON, SAUSAGE, LONGANISA, CORNED BEEF, HOTDOG, MEAT LOAF,	Secondary	



**REPUBLIKA NG PILIPINAS**  
**KAGAWARAN NG TACLOBAN**  
**KAWANIHAN NG KITA INTERNAS**  
**REVENUE REGION 11 - EASTERN VISAYAS**  
**REVENUE DISTRICT OFFICE NO. 088 - TACLOBAN CITY**  
 Bringing in Revenues  
 for Nation-building

OCN: 088RC2025000006727

Date OCN Generated: September 17, 2025

**CERTIFICATE OF REGISTRATION**

<b>TIN &amp; BRANCH CODE</b> 683-023-169-00000	<b>NAME OF TAXPAYER</b> EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE COOPERATIVE (EV AGRI COOP)	<b>TIN ISSUANCE DATE</b> August 22, 2025
<b>TAXPAYER TYPE/S</b>	COOPERATIVES	
<b>REGISTERING OFFICE</b>	<input checked="" type="checkbox"/> Head Office	<input type="checkbox"/> Branch
<b>REGISTERED ADDRESS</b> DIVISORIA ST BARANGAY 74 6500 CITY OF TACLOBAN LEYTE PHILIPPINES		

<b>Line of Business</b>	AND BOLOGNA PRODUCTION, PROCESSING AND PRESERVING OF MEAT AND MEAT PRODUCTS INCLUDING TOCINO, TAPA, HAM, BACON, SAUSAGE, LONGANISA, CORNED BEEF, HOTDOG, MEAT LOAF, AND BOLOGNA	
<b>(PSIC)</b>	10201-CANNING/PACKING OF FISH AND OTHER MARINE PRODUCTS	Secondary
<b>Line of Business</b>	CANNING/PACKING OF FISH AND OTHER MARINE PRODUCTS	
<b>(PSIC)</b>	10610-RICE/CORN MILLING	Secondary
<b>Line of Business</b>	RICE/CORN MILLING	
<b>(PSIC)</b>	46201-WHOLESALE OF PALAY, CORN (UNMILLED) AND OTHER GRAINS	Primary
<b>Line of Business</b>	PALAY TRADING	
<b>(PSIC)</b>	47731-RETAIL SALE OF FEEDS FERTILIZERS AND INSECTICIDES	Secondary
<b>Line of Business</b>	RETAIL SALE OF FEEDS, FERTILIZERS AND INSECTICIDES	
<b>(PSIC)</b>	94990-ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS, N.E.C.	Secondary
<b>Line of Business</b>	ACTIVITIES OF OTHER MEMBERSHIP ORGANIZATIONS, N.E.C.	

- REMINDERS:**
1. Filing of required tax return/s to conform with the above tax types, whether with or without business operation, to avoid penalties.
  2. For new business registrants, application for registration of manual Books of Accounts (B/As) shall be before the deadline for filing of the initial quarterly income tax return or annual income tax return whichever comes earlier, from the date of registration. Registration of new set of manual B/As shall be before its use.
  3. Immediately inform the district office in case of transfer/cessation of business and other changes in registration information by filing BIR Form No. 1905.
  4. For Self-Employed Individuals (SEI) whose gross sales and/or receipts and other non-operating income does not exceed P3,000,000 and who opted to avail of the 8% Income tax rate, the tax type Percentage Tax (PT) shall not be reflected in the Certificate of Registration (COR). However, at the start of each taxable year, such SEI shall be automatically subjected to graduated income tax rates and required to file quarterly percentage tax return (BIR Form No. 2551Q) and option to replace the COR to reflect "PT", unless qualified and opted to avail of the 8% Income tax rate annually.

REPUBLIC OF THE PHILIPPINES  
 KAGAWARAN NG TACLOBAN  
 KAWANIHAN NG RENTAS INTERNAS  
 REVENUE REGION NO. 114 - EASTERN VISAYAS  
 REVENUE DISTRICT OFFICE NO. 088 - TACLOBAN CITY  
 Building is Reveries  
 for Nation Building

OCN: 088RC2025000006727

Date OCN Generated: September 17, 2025

CERTIFICATE OF REGISTRATION

<b>TIN &amp; BRANCH CODE</b> 683-023-169-00000	<b>NAME OF TAXPAYER</b> EAST VISAYAN AGRO-INDUSTRIAL AGRICULTURE COÖPERATIVE (EV AGRI COOP)	<b>TIN ISSUANCE DATE</b> August 22, 2025
<b>TAXPAYER TYPE/S</b>	COOPERATIVES	
<b>REGISTERING OFFICE</b>	X      Head Office	Branch
<b>REGISTERED ADDRESS</b> DIVISORIA ST. BARANGAY 74 6500 CITY OF TACLOBAN LEYTE, PHILIPPINES		



I hereby certify that the above named person is registered as indicated above, under the provision of the National Internal Revenue Code, as amended.

  
 RYZALINA A. ESTRADA  
 CHIEF, ASSESSMENT SECTION

REVENUE DISTRICT OFFICER  
 (Signature over Printed Name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS.

ARTICLES OF COOPERATION

of

East Visayan Agro-Industrial Agriculture Cooperative (EV AGRI COOP)

KNOW ALL MEN BY THESE PRESENTS:

We, the undersigned Filipino citizens, of legal age and residents of the Philippines, with a firm collective intent, have come together to organize voluntarily an Agriculture Cooperative to advance what we believe is our inherent right, under the laws of the Republic of the Philippines.

AND WE HEREBY CERTIFY:

Article I

Name of the Cooperative

That the name of this Cooperative shall be East Visayan Agro-Industrial Agriculture Cooperative (EV AGRI COOP)

Article II

Purpose(s)

That the purposes for which this Cooperative is organized are to engage in:

1. Raising or culturing of poultry, cattle and hogs, and marine products.
2. Raising or culturing of plants and plant products for community consumption and for animal feeds.
3. Facilitating the procurement of farm and fishing equipment for the members.
4. Processing, marketing, storing and transporting of members' products derived from agricultural production, including the raising or culturing of poultry, cattle, hogs, and marine species.
5. Providing credit facilities to members for fishing and agricultural production.
6. Promoting and advancing the economic and social status of the

CERTIFIED PHOTOCOPY OF THE ORIGINAL  
GRACE L. MALABALAT  
SECRETARY

o ala  
 Marlon O. Ala  
 Melchor A. Bustillo  
 Melchor B. Basa  
 Romulo C. Delino Jr.  
 Amado S. Delino  
 Remmel D. Delima  
 Remy D. Calate  
 Inna M. Caldas  
 Romulo C. Delino  
 Mary Ann B. Estore  
 Julius N. Magasambol

Merlinda D. Honda  
 Josephine L. Odulian  
 Eric D. Mesquera  
 Rosalie C. Moramion  
 Editha S. Maurillo  
 Heloc S. Malababat  
 Romulo C. Delino  
 Annaliza R. Janti  
 Florio M. Salicaf







**Common Bond and Field of Membership**

That the common bond of membership of this Cooperative is Residential and the field of membership shall be open to all of members working and/or residing in the area of operation who are natural persons, Filipino citizens, of legal age, with the capacity to contract and possess all the qualifications and none of the disqualifications provided for in the B laws and this Articles of Cooperation.

**Article VII Area  
of Operation**

That the membership of this Cooperative shall come from Region VIII (Eastern Visayas). Its principal office shall be located at Divisoria Street, Barangay 74 Tacloban City (Capital) Region VIII (Eastern Visayas).

**Article VIII  
Name and Address of Cooperators**

That the name and complete postal address of the cooperators are as follows:

Name	Postal Address
1. Ala, Marlon Oging	Alegria, Santa Rita, Samar (Western Samar)
2. Basa, Lucita Balintong	Divisoria Street, Barangay 74, Tacloban City (Capital)
3. Bustillo, Melchor Amistoso	Purok 2 Tulak Street, Guintigui-an, Basey, Samar (Western Samar)
4. Cabezas, Robert Maglasen	San Francisco, Poblacion District VII, Burauen, Leyte
5. Cajefe, Inna Louise Delmo	514 Don Pedro St., Licod (Pob.), Tanauan, Leyte

GRACE L. MADANO  
 Acting Sr. EDS - REGISTRATION SECTION

Marton O. Ala  
 Melchor A. Bustillo  
 Inna Louise Cajefe  
 Rommel D. Delima  
 Amador S. Delmo Jr.  
 Romulo P. Delmo  
 Mary Ann B. Entore  
 DEVIARDINO  
 Julius N. Magsambol

Romulo O. Ronda  
 Merlinda D. Ponda  
 Josephine L. Oduian  
 Eric D. Mosquera  
 Rosalia C. Moremion  
 Editha S. Maurilio  
 Romeo O. Mambalalat  
 Romulo M. Salicid

*Marlon O. Ala*  
 Marlon O. Ala  
*Lucia B. Basa*  
 Lucia B. Basa  
*Melchor A. Bustillo*  
 Melchor A. Bustillo  
*Inna L. Galiste*  
 Inna L. Galiste  
*D. Calife*  
 D. Calife  
*Rozmarie D. Delima*  
 Rozmarie D. Delima  
*Amable B. Delmo Jr.*  
 Amable B. Delmo Jr.  
*Rodrigo B. Delmo*  
 Rodrigo B. Delmo  
*Mary Ann B. Latore*  
 Mary Ann B. Latore  
*BERNARDINO JULIUS M. Magsambol*  
 BERNARDINO JULIUS M. Magsambol

Name	Postal Address
6. Delima, Rommel dela Peña	Barangay 106 (Santo Niño), Tacloban City (Capital)
7. Delmo, Amado Jr. Bacierra	Barangay 93 (Bagacay), Tacloban City (Capital)
8. Delmo, Romulo Bacierra	514 Don Pedro St., Licod (Pob.), Tanauan, Leyte
9. Latore, Mary Ann Busa	Divisoria Street, Barangay 74, Tacloban City (Capital)
10. Magsambol, Bernardino Julius	Santo Niño Street, Poblacion District II, Burauen, Leyte
11. Malatbalat, Marita Magayon	Cabacungan, Santa Rita, Samar (Western Samar)
12. Malatbalat, Rene Ortillo	Cabacungan, Santa Rita, Samar (Western Samar)
13. Maurillo, Editha Salicsic	Cabacungan, Santa Rita, Samar (Western Samar)
14. Moramion, Rosalia Cañezares	Alegria, Santa Rita, Samar (Western Samar)
15. Mosquera, Eric Devaras	Block 2 Lot 15 New Hope Village, Barangay 107 (Santa Elena), Tacloban City (Capital)
16. Odtujan, Josephine Labaydan	Alegria, Santa Rita, Samar (Western Samar)
17. Ronda, Merlinda Desdichado	Alegria, Santa Rita, Samar (Western Samar)
18. Ronda, Romulo Obejas	Alegria, Santa Rita, Samar (Western Samar)
19. Saim, Annaliza Ronda	Alegria, Santa Rita, Samar (Western Samar)
20. Salicsic, Floro Malatbalat	Cabacungan, Santa Rita, Samar (Western Samar)

*Marita M. Malatbalat*  
 Marita M. Malatbalat  
*Rene O. Malatbalat*  
 Rene O. Malatbalat  
*E. S. Maurillo*  
 E. S. Maurillo  
*Editha S. Maurillo*  
 Editha S. Maurillo  
*Rosalio Mosamion*  
 Rosalia C. Moramion  
*Rosalia C. Moramion*  
*Eric D. Mosquera*  
 Eric D. Mosquera  
*Josephine L. Odtujan*  
 Josephine L. Odtujan  
*Merlinda D. Ronda*  
 Merlinda D. Ronda  
*Romulo O. Ronda*  
 Romulo O. Ronda  
*Annaliza R. Saim*  
 Annaliza R. Saim  
*Floro M. Salicsic*  
 Floro M. Salicsic

Article IX

CERTIFIED TRUE COPY OF THE  
*Francis Liguan*  
 FRANCIS LIGUAN  
 ASING ST. CDS - REGISTRATION SECTION

**Board of Directors**

That the number of Directors of this Cooperative shall be five(5) and shall serve until their successors shall have been elected and qualified within 10 days from the date of registration as provided in the By-laws.

Name
1. Delmo, Romulo Bacierra
2. Mosquera, Eric Devaras
3. Delmo, Amado Jr. Bacierra
4. Delima, Rommel dela Peña
5. Magsambol, Bernardino Julius

**Article X  
Capitalization**

That the Authorized Share Capital of this Cooperative is One Million Pesos (Php 1,000,000.00), divided into:

- a. One Thousand (1,000) common shares with a par value of One Thousand Pesos (1,000.00 ) per share;

**Article XI  
Subscribed and Paid-up Share Capital**

That of the authorized share capital, the amount of Four Hundred Thousand Pesos (Php 400,000.00) has been subscribed, and One Hundred Thousand Pesos (Php 100,000.00) of the total subscription has been paid by the following members-subscribers:

**A. Common Share**

Names	No. of Subscribed Shares	Amount of Subscribed Shares	No. of Paidup Shares	Amount of Paidup Shares

CERTIFIED PHOTOCOPY OF THE  
*Paulino*  
 GRACIA  
 Acting Sec. Reg. No. 100

*Annabelle Salim*  
 Annabelle Salim-Filero M. Salicic

*Romulo O. Ronda*  
 Romulo O. Ronda

*Meritina D. Ronda*  
 Meritina D. Ronda

*Josephine L. Ocutuan*  
 Josephine L. Ocutuan

*Eric D. Mosquera*  
 Eric D. Mosquera

*Rosalita C. Moramion*  
 Rosalita C. Moramion

*E. S. Maulino*  
 Editha S. Maulino

*Ryano O. Malatbalat*  
 Ryano O. Malatbalat

*Marita M. Malatbalat*  
 Marita M. Malatbalat

*Bernardino Julius Magsambol*  
 Bernardino Julius Magsambol

*Mariv Ann B. Latore*  
 Mariv Ann B. Latore

*Rommel B. Delima*  
 Rommel B. Delima

*Amado B. Delmo Jr.*  
 Amado B. Delmo Jr.

*Rommel D. Delima*  
 Rommel D. Delima

*Eric D. Calefe*  
 Eric D. Calefe

*Inta G. Basas*  
 Inta G. Basas

*Melchor A. Bustillo*  
 Melchor A. Bustillo

*Lurita B. Basa*  
 Lurita B. Basa

*Marlon O. Ala*  
 Marlon O. Ala

*Marlon O. Ala*  
 Marlon O. Ala  
*Mary Ann B. Labre*  
 Mary Ann B. Labre  
*Rommel D. Delima*  
 Rommel D. Delima  
*Inna Louise D. Cabele*  
 Inna Louise D. Cabele  
*Roberto M. Cabasas*  
 Roberto M. Cabasas  
*Melchor A. Bustillo*  
 Melchor A. Bustillo  
*Julius N. (Nary) Ambol*  
 Julius N. (Nary) Ambol

Names	No. of Subscribed Shares	Amount of Subscribed Shares	No. of Paidup Shares	Amount of Paidup Shares
1. Ala, Marlon Oging	20	20,000.00	5	5,000.00
2. Basa, Lucita Balintong	20	20,000.00	5	5,000.00
3. Bustillo, Melchor Amistoso	20	20,000.00	5	5,000.00
4. Cabezas, Robert Maglasen	20	20,000.00	5	5,000.00
5. Cajefe, Inna Louise Delmo	20	20,000.00	5	5,000.00
6. Delima, Rommel dela Peña	20	20,000.00	5	5,000.00
7. Delmo, Amado Jr. Bacierra	20	20,000.00	5	5,000.00
8. Delmo, Romulo Bacierra	20	20,000.00	5	5,000.00
9. Latore, Mary Ann Busa	20	20,000.00	5	5,000.00
10. Magsambol, Bernardino Julius	20	20,000.00	5	5,000.00
11. Malatbalat, Marita Magayon	20	20,000.00	5	5,000.00

*Marita M. Malatbalat*  
 Marita M. Malatbalat  
*E. S. Maulillo*  
 E. S. Maulillo  
*Rosalita C. Moranton*  
 Rosalita C. Moranton  
*Edic D. Mesanara*  
 Edic D. Mesanara  
*Josephine L. Odujan*  
 Josephine L. Odujan  
*Merlinda D. Ronda*  
 Merlinda D. Ronda  
*Romulo O. Ronda*  
 Romulo O. Ronda  
*Amalia R. Samson*  
 Amalia R. Samson  
*Floro M. Salistic*  
 Floro M. Salistic

CERTIFIED PHOTOCOPY OF THE  
 ORIGINAL  
*Janet Liguas*  
 GRACE L. TO...  
 AGING...

Names	No. of Subscribed Shares	Amount of Subscribed Shares	No. of Paidup Shares	Amount of Paidup Shares
12. Malatbalat, Rene Ortillo	20	20,000.00	5	5,000.00
13. Maurillo, Editha Salicsic	20	20,000.00	5	5,000.00
14. Moramion, Rosalia Cañezares	20	20,000.00	5	5,000.00
15. Mosquera, Eric Devaras	20	20,000.00	5	5,000.00
16. Odtujan, Josephine Labaydan	20	20,000.00	5	5,000.00
17. Ronda, Merlinda Desdichado	20	20,000.00	5	5,000.00
18. Ronda, Romulo Obejas	20	20,000.00	5	5,000.00
19. Saim, Annaliza Ronda	20	20,000.00	5	5,000.00
20. Salicsic, Floro Malatbalat	20	20,000.00	5	5,000.00
Total	400	400,000.00	100	100,000.00

**Article XII  
Arbitral Clause**

Any dispute, controversy or claim arising out of or relating to this Articles of Cooperation, By-laws, the Cooperative laws and related rules, administrative guidelines of the Cooperative Development Authority,

SECRETARY OF THE  
*Francis Mariano*  
GRACE L. MARIANO  
Acting SA, CSR - REGISTRATION SECTION

*Floro M. Salicsic*  
Floro M. Salicsic  
*Annaliza R. Saim*  
Annaliza R. Saim  
*Romulo O. Ronda*  
Romulo O. Ronda  
*Merlinda D. Ronda*  
Merlinda D. Ronda  
*Josephine L. Odtujan*  
Josephine L. Odtujan  
*Eric O. Mosquera*  
Eric O. Mosquera  
*Rosalia C. Moramion*  
Rosalia C. Moramion  
*Editha S. Maurillo*  
Editha S. Maurillo  
*Floro Malatbalat*  
Floro Malatbalat

*Julius N. Magrambol*  
Julius N. Magrambol  
*Mary Ann B. Batore*  
Mary Ann B. Batore  
*Romulo B. Delimo*  
Romulo B. Delimo  
*Amedy S. Delimo Jr.*  
Amedy S. Delimo Jr.  
*Romulo B. Delima*  
Romulo B. Delima  
*Calife*  
Calife  
*Rosalia C. Moramion*  
Rosalia C. Moramion  
*Melchor A. Bustillo*  
Melchor A. Bustillo  
*B. Basa*  
B. Basa  
*Marlon O. Ala*  
Marlon O. Ala  
*o ala*  
*marlon*  
*o ala*

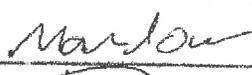
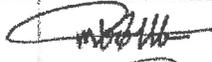
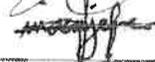
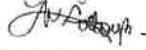
including inter-cooperative, inter-federation disputes and related concerns shall be exclusively referred to and finally resolved by voluntary arbitration under the institutional rules promulgated by the Cooperative Development Authority, after compliance with the conciliation or mediation mechanisms embodied in the Bylaws and in such other pertinent laws and issuances.

**BE IT KNOWN THAT:**

Basa, Lucita Balintong has been elected as Treasurer of the Cooperative to act as such until her/his successor shall have been duly appointed and qualified in accordance with the By-laws. As such Treasurer, he/she is authorized to receive payments and issue receipts for membership fees, share capital subscriptions and other revenues, and to pay obligations for and in the name of this Cooperative.

IN WITNESS WHEREOF, we have hereunto affixed our signatures opposite our names this 7th day of July 2025 in Tacolban City, Philippines.

**NAME AND SIGNATURE OF COOPERATORS**

Name of Cooperators	Signature
1. Ala, Marlon Oging	
2. Basa, Lucita Balintong	
3. Bustillo, Melchor Amistoso	
4. Cabezas, Robert Maglasen	
5. Cajefe, Inna Louise Delmo	
6. Delima, Rommel dela Peña	
7. Delmo, Amado Jr. Bacierra	
8. Delmo, Romulo Bacierra	
9. Latore, Mary Ann Busa	

CERTIFIED PHOTOCOPY OF THE ORIGINAL  
*Jan P. Liguas*  
 CIVIL SERVICE COMMISSION  
 Aging & LIS - REGISTRATION SECTION

*Marlon O. Ala*  
 Marlon O. Ala  
*Melchor A. Bustillo*  
 Melchor A. Bustillo  
*Inna L. Cajefe*  
 Inna L. Cajefe  
*Rommel D. Delima*  
 Rommel D. Delima  
*Amado B. Delmo Jr.*  
 Amado B. Delmo Jr.  
*Romulo B. Delmo*  
 Romulo B. Delmo  
*Mary Ann B. Latore*  
 Mary Ann B. Latore  
*Julius M. ...*  
 Julius M. ...

*Rosalie Moramion*  
 Rosalie C. Moramion  
*E.S. Maurillo*  
 Editha S. Maurillo  
*Eric D. Mosquera*  
 Eric D. Mosquera  
*Josephine L. Oñujan*  
 Josephine L. Oñujan  
*Merinda C. Ronda*  
 Merinda C. Ronda  
*Romulo O. Ronda*  
 Romulo O. Ronda  
*Annalicia S. ...*  
 Annalicia S. ...  
*Flor Balera*  
 Flor M. Salicis

Name of Cooperators	Signature
10. Magsambol, Bernardino Julius	
11. Malatbalat, Marita Magayon	marita m. magayon
12. Malatbalat, Rene Ortillo	
13. Maurillo, Editha Salicsic	E. S. maurillo
14. Moramion, Rosalia Cañezares	Rosalia moramion
15. Mosquera, Eric Devaras	
16. Odtujan, Josephine Labaydan	Jean
17. Ronda, Merlinda Desdichado	Merlinda
18. Ronda, Romulo Obejas	
19. Saim, Annaliza Ronda	Annaliza R. Saim
20. Salicsic, Floro Malatbalat	Floro Salicsic

10. Magsambol, Bernardino Julius  
 11. Malatbalat, Marita Magayon  
 12. Malatbalat, Rene Ortillo  
 13. Maurillo, Editha Salicsic  
 14. Moramion, Rosalia Cañezares  
 15. Mosquera, Eric Devaras  
 16. Odtujan, Josephine Labaydan  
 17. Ronda, Merlinda Desdichado  
 18. Ronda, Romulo Obejas  
 19. Saim, Annaliza Ronda  
 20. Salicsic, Floro Malatbalat

SIGNED IN THE PRESENCE OF:

NERA R. POLANCO  
 Bigy Chairperson, Bigy. Alegria  
 Sta Rita, Sausal  
 Signature Over Printed Name

MARILON D. GARCIA  
 Signature Over Printed Name

3.0 Magsambol

60

CERTIFIED PHOTOCOPY OF THE  
 ORIGINAL  
  
 GRACE L. MONTALAO  
 Acting R. COL. REGISTRAR GENERAL

Acknowledgement

Republic of the Philippines )  
 Prov./City/Mun. of Tacloban City ) S.S.

Before me, a Notary Public for and in the  
 Province/City/Municipality of Tacloban City on this \_\_\_\_\_ day

of July 7, 2025, 20\_\_ the following persons personally appeared with

their competent evidence of identification as indicated opposite their  
 respective names:

Name of Cooperators	Proof of Identity (IN ACCORDANCE WITH NOTARIAL LAW)	Date issued	Place of Issuance
1. Ala, Marlon Oging	National ID-4901529327682148	2023-08-13	Santa Rita
2. Basa, Lucita Balintong	National ID-4724-9753-7430-6812	2021-08-12	Tacloban City
3. Bustillo, Melchor Amistoso	National ID-3629-5687-0183-2476	2023-04-17	Basey
4. Cabezas, Robert Maglasen	Driver's License-G01-09-000781	2024-10-11	Cebu
5. Cajefe, Inna Louise Delmo	PRC ID-0022720	2024-10-01	Tacloban City
6. Delima, Rommel dela Peña	PWD-09-3747-000-0001558	2021-03-03	Tacloban City
7. Delmo, Amado Jr. Bacierra	PRC ID-58437	1990-08-16	Manila

CERTIFIED PHOTOCOPY OF THE ORIGINAL  
 GRACE L. MARINAO  
 Acting Sec. - REGISTRATION SECTION

*Marlon O. Ala*  
 Marlon O. Ala  
*Lucita B. Basa*  
 Lucita B. Basa  
*Melchor A. Bustillo*  
 Melchor A. Bustillo  
*Inna Louise D. Cajefe*  
 Inna Louise D. Cajefe  
*Rommel D. Delima*  
 Rommel D. Delima  
*Amado B. Delmo Jr.*  
 Amado B. Delmo Jr.  
*Romulo O. Fonda*  
 Romulo O. Fonda

*Merlinda D. Fonda*  
 Merlinda D. Fonda  
*Josephine L. Oñujan*  
 Josephine L. Oñujan  
*Eric D. Mosquera*  
 Eric D. Mosquera  
*Rosalina C. Moramion*  
 Rosalina C. Moramion  
*E. S. Manuillo*  
 E. S. Manuillo  
*Editha S. Maurillo*  
 Editha S. Maurillo  
*Rene O. Malatbatat*  
 Rene O. Malatbatat  
*Marta M. Malatbatat*  
 Marta M. Malatbatat  
*Agnes M. Salicisic*  
 Agnes M. Salicisic

*o abo*  
*nan*  
*le*  
*shille*

Marlon O. Ala  
 Lucia B. Besa  
 Melchor A. Bustillo  
 Robert M. Cabesas  
 Inna J. Calafia  
 Romulo C. Delima  
 Amador B. Delimp Jr.  
 Rom Jo. J. Delmo  
 Marty Ann B. Latore  
 Bernadino Magsambol

Name of Cooperators	Proof of Identity (IN ACCORDANCE WITH NOTARIAL LAW)	Date issued	Place of Issuance
8. Delmo, Romulo Bacierra	PRC ID-6615	2005-04-07	Manila
9. Latore, Mary Ann Busa	National ID-3467-0650-9439-7149	2022-07-06	Tacloban City
10. Magsambol, Bernardino Julius	PRC ID-0062321	2011-11-29	Tacloban City
11. Malatbalat, Marita Magayon	National ID-2794-6753-7809-2015	2023-01-31	Santa Rita
12. Malatbalat, Rene Ortillo	National ID-3529-7621-5871-0427	2023-12-29	Santa Rita
13. Maurillo, Editha Salicsic	National ID-2180-6597-6173-5483	2023-01-05	Santa Rita
14. Moramion, Rosalia Cañezares	National ID 4865704936108914	2023-06-02	Santa Rita
15. Mosquera, Eric Devaras	PRC ID-49778	1996-05-09	Cebu
16. Odtujan, Josephine Labaydan	National ID-2501435824198638	2022-10-03	Santa Rita
17. Ronda, Merlinda Desc dichado	Voter's ID-60170017AF0269MDR200005	2017-07-07	Santa Rita

Anneliza R. Samson  
 Romilio O. Ronda  
 Merlinda D. Ronda  
 Josephine L. Odtujan  
 Eric D. Mosquera  
 Rosalia C. Moramion  
 Editha S. Maurillo  
 Melchor A. Malatbalat  
 Merlinda D. Ronda  
 Romilio O. Ronda  
 Josephine L. Odtujan  
 Eric D. Mosquera  
 Rosalia C. Moramion  
 Editha S. Maurillo  
 Melchor A. Malatbalat

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 GROCEL M. MALATBALAT  
 Notary Public for the Philippines

Name of Cooperators	Proof of Identity (IN ACCORDANCE WITH NOTARIAL LAW)	Date issued	Place of Issuance
18. Ronda, Romulo Obejas	National ID-3817230961935842	2022-11-04	Santa Rifa
19. Saim, Annaliza Ronda	National ID-3429537147023105	2023-05-26	santa rita
20. Salicsic, Floro Malatbalat	National ID-4670-5289-1075-3480	2022-09-30	Santa Rita

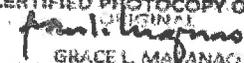
All known to me to be the same persons who executed the foregoing Articles of Cooperation, and acknowledged to me that the same is their free will and voluntary deed.

This instrument known as Article of Cooperation of East Visayan Agro-Industrial Agriculture Cooperative (EV AGRI COOP), consists of pages including this page where the acknowledgment is written signed by parties and their instrumental witnesses on each and every page thereof.

WITNESS my hand and seal JUL 07 2025 day of \_\_\_\_\_, 20 TACLOBAN CITY Philippines.

Doc. No.: 347  
Page No.: 78  
Book No.: III  
Series of 2025

**NOTARY PUBLIC**  
  
**ATTY. JOHANN HEIN S. ARPON**  
NOTARY PUBLIC  
NC NO. 2025-02-124 UNTIL DECEMBER 31, 2026  
PH6 BLK1, LOT 24, V&G SUBD.  
BRGY. 109, TACLOBAN CITY  
ROLL NO. 82916/05-31-2022  
IBP NO. 398850/01-04-2025  
PTR NO. 9033412/01-02-2024/Palo, Leyte  
MCLE COMPLIANCE NO. VIII-0004087

CERTIFIED PHOTOCOPY OF THE ORIGINAL  
  
**GRACE L. MADANAG**  
Acting Sr. CDS - REGISTRATION SECTION

*o ala*  
*max*  
*laura*  
*mbustillo*  
Marion O. Ala  
Lecita S. Basa  
Melchor A. Bustillo  
Rosa M. Caldas  
Mira Louisa D. Calife  
Rocelyn D. Cortina  
Amador Delmo Jr.  
Romulo B. Delmo  
Mary Ann B. Labore  
Julius R. Magambol  
BEYANAPING

*17*  
*Floro M. Salicsic*  
*Merlinda D. Ronda*  
*Josephine L. Octujan*  
*Eric D. Mosquera*  
*Rosalita C. Moranon*  
*E. S. Maurilio*  
*Editha S. Moranon*  
*Floro O. Malatbalat*  
*Floro M. Salicsic*

**BY-LAWS  
OF  
East Visayan Agro-Industrial Agriculture Cooperative (EV  
AGRI COOP)**

**KNOW ALL MEN BY THESE PRESENTS:**

We, the undersigned Filipino citizens, of legal age, and residents of the Philippines, representing at least majority of the members of this East Visayan Agro-Industrial Agriculture Cooperative (EV AGRI COOP) , do hereby adopt this By-laws.

**Article I Purpose/s  
and Goals**

The purpose/s and goals of this Cooperative are those set forth in its Articles of Cooperation.

**Article II  
Membership**

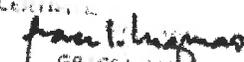
Section 1. *Kinds of Membership.* This Cooperative shall have regular members only.

Regular Members are those who have complied with all the membership requirements and are entitled to all the rights and privileges of membership.

Section 2. *Qualification for Membership.* The membership of this Cooperative is open to all natural persons, Filipino citizens, of legal age, with capacity to contract and, within the common bond and field of membership described as follows:

1. Regular Members
  - a. Must be a Filipino Citizen and a resident of Region VIII.

Section 3. *Requirements for Membership.* A member must have complied with the following requirements:

  
GRACE L. MAPANAQ  
ALING SR. COB - REGISTRATION SECTION

1. Approved application for membership;
2. Certificate of completion of the prescribed Pre-Membership Education Seminar (PMES);
3. Subscribed and paid the required minimum share capital and membership fee;

Section 4. Application for Membership. An applicant for membership shall file a duly accomplished form to the Board of Directors who shall act upon the application within Thirty (30) days from the date of filing. The Board of Directors shall devise a form for the purpose which shall, aside from the personal data of applicant, include the duties of a member to participate in all programs including but not limited to capital build-up and savings mobilization of the cooperative and, such other information as may be deemed necessary.

The application form for membership shall include an undertaking to uphold the By-laws, policies, guidelines, rules and regulations promulgated by the Board of Directors and the general assembly. No application for membership shall be given due course if not accompanied with a membership fee of Four Hundred Pesos (Php 400.00), which shall be refunded to the applicant in case of rejection.

Section 5. *Appeal*. An applicant whose application was denied by the Board of Directors may appeal to the General Assembly and the latter's decision shall be final. For this purpose, the General Assembly may opt to create an appeal and Grievance Committee/Membership Committee. The Appeal and Grievance Committee/ Membership Committee shall decide appeals on membership application within thirty (30) days upon receipt thereof.

Section 6. *Minimum Share Capital Requirement*. An applicant for regular membership shall subscribe at least twenty (20) shares and pay the value of at least five (5) shares upon approval of his/her membership.

However, no member shall own or hold more than ten percent (10%) of the total subscribed share capital of the Cooperative.

Section 7. *Duties and Responsibilities of a Member*. Every member shall have the

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*Francis M. Magallano*  
FRANCIS M. MAGALLANO  
Acting Sr. COS - REGISTRATION SECTION

following duties:

- a. Pay the installment of his/her share capital subscription as it falls due and to participate in the capital build-up and savings mobilization activities of the Cooperative;
- b. Patronize the Cooperative's business(es) and services;
- c. Participate in the membership education programs and other activities and affairs of the Cooperative;
- d. Attend and participate in the deliberation of all matters taken during General Assembly meetings;
- e. Observe and obey all lawful orders, decisions, rules and regulations adopted by the Board of Directors and the General Assembly;

Section 8. *Rights and Privileges of Members.* A member shall have the following rights and privileges:

- Regular Members
  - a. Attend general membership meetings;
  - b. Avail himself of the services of the Cooperative, subject to certain conditions as may be prescribed by the Board of Directors;
  - c. Inspect and examine the books of accounts, the audited financial statements, the minutes books, the share register, and other records of the Cooperative during reasonable office hours;
  - d. Secure copies of Cooperative records/documents pertaining to the account information of the concerned member;
  - e. Participate in the continuing education and other training programs of the Cooperative; and
  - f. Such other rights and privileges as may be granted by the General Assembly.

Section 9. *Members Entitled to Vote.* Any regular member who meets the following conditions is a member entitled to vote:

1. Paid the membership fee and the value of the minimum shares required for membership;

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GRACE L. FERRER  
ACTING REGISTRAR  
REGISTRATION SECTION

2. Not delinquent in the payment of his/her share capital subscriptions and other accounts or obligations;
3. Has completed the continuing education program prescribed by the Board of Directors;
4. Has participated in the affairs of the Cooperative and patronized its businesses in accordance with cooperative's policies and guidelines;

Failure of the member to meet any of the above conditions shall mean suspension of voting until the same have been lifted upon the determination of the Board of Directors.

Consequently, a member entitled to vote shall have the following additional rights:

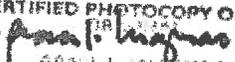
- a. Participate and vote on all matters deliberated upon during General Assembly meetings;
- b. Seek any elective or appointive position, subject to the provisions of this By-laws and the Philippine Cooperative Code of 2008; and
- c. Such other rights and privileges as may be provided by the General Assembly.

Section 10. *Liability of Members.* A member shall be liable for the debts of the Cooperative only to the extent of his/her subscribed share capital.

Section 11. *Termination of Membership.* Termination of membership may be automatic, voluntary or involuntary, which shall have the effect of extinguishing all rights of a member in the Cooperative, subject to refund of share capital contributions under Section 13 hereof.

- a. *Automatic Termination of Membership.* The death or insanity of a member shall be considered an automatic termination of his/her membership in the Cooperative: Provided, however, that in case of death or insanity of a member of a Cooperative, the next-of-kin shall assume the duties and responsibilities of the original member.

Failure of the associate member to meet the minimum requirement of regular membership, to continue to patronize the products and services of the Cooperative for two (2) years, and signify his/her

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GRACE L. MAMINAD  
Acting Sr. COS - REGISTRATION SECTION

intention to become regular member shall automatically terminate his/her membership.

- b. **Voluntary Termination.** A member may, for any valid reason, withdraw his/her membership from the Cooperative by giving a sixty (60) day notice to the Board of Directors.
- c. **Involuntary Termination.** A member may be terminated by a vote of the majority of all the members of the Board of Directors for any of the following causes:
  - i. Has not patronized the service(s)/business(es) of the Cooperative as provided for in the policies of the cooperative;
  - ii. Has continuously failed to comply with his/her obligations as provided for in the policies of the Cooperative;
  - iii. Has violated any provision of this By-laws and the policies of the Cooperative; and
  - iv. For any act or omission injurious or prejudicial to the interest or the welfare of the Cooperative, as defined by the General Assembly.

Section 12. *Manner of Involuntary Termination.* The Board of Directors shall notify in writing the member who is being considered for termination and shall give him/her the opportunity to be heard.

The written decision of the board of directors shall be communicated in person or by registered mail to said member and is appealable within thirty (30) days from receipt thereof to the General Assembly or Appeal and Grievance Committee/Membership Committee, as the case may be, whose decision shall be final.

Section 13. *Refund of Share Capital Contribution.* A member whose membership is terminated shall be entitled to a refund of his/her share capital contribution and all other interests in the Cooperative. However, such refund shall not be made if upon payment the value of the assets of the Cooperative would be less than the aggregate amount of its debts and liabilities exclusive of his/her share capital contribution. In which case, the member shall continue to be entitled to the interest of his/her share

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GRACE L. MAMUNAG  
Acting Sec. - REGISTRATION SECTION

capital contributions, patronage refund and the use of the services of the Cooperative until such time that all his/her interests in the Cooperative shall have been duly paid.

**Article III  
Administration**

Section 1. *The General Assembly (GA)*. The General Assembly is composed of all the members entitled to vote, duly assembled and constituting a quorum and is the highest policy-making body of the Cooperative.

Section 2. *Powers of the General Assembly*. Subject to the pertinent provisions of the Cooperative Code and the rules issued thereunder, the General Assembly shall have the following exclusive powers which cannot be delegated:

- a. To determine and approve amendments to the cooperative Articles of Cooperation and By-laws;
- b. To elect or appoint the members of the board of directors, and to remove them for cause;
- c. To approve developmental plans of the Cooperative;

Section 3. *Meetings*. Meetings of the General Assembly, may be regular or special. All proceedings and business(es) undertaken at any meeting of the General Assembly, if within the powers or authority of the Cooperative, there being a quorum, shall be valid.

Regular and associate members are required to attend the meetings for the purpose of exercising all the rights and performing all the obligations pertaining to them, as provided by the Code, Articles of Cooperation and ByLaws.

Section 4. *Regular General Assembly Meeting*. The General Assembly shall hold its annual regular meeting every 3rd Saturday of February at the principal office of the Cooperative or at any place as may be determined by the Board.

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*Jan. I. Magno*  
CIRCUIT CLERK  
AGING & CDS - REGENERATION SECTION

Section 5. *Special General Assembly Meeting.* The Board of Directors may, by a majority vote of all its members, call a Special General Assembly meeting at any time to consider urgent matters requiring immediate membership decision. The Board of Directors must likewise call a Special General Assembly meeting within one (1) month from receipt of a written request from:

- a. at least ten percent (10%) of the total number of members entitled to vote,
- b. the Audit Committee; or
- c. the Federation or Union to which the Cooperative is a member; or
- d. upon Order of the Cooperative Development Authority;

Section 6. *Notice of Meeting.* All notices of meetings shall be in writing and shall include the date, time, place, and agenda thereof stated therein.

- a. **Regular General Assembly Meeting.** Notice of the annual Regular General Assembly meeting shall be served by the Secretary, personally or his/her duly authorized representative, by registered mail, or by electronic means to all members of record at his/her last known postal address, or by posting or publication, or through other electronic means, at least one (1) week before the said meeting. It shall be accompanied with an agenda, minutes of meeting of the last General Assembly meeting, consolidated reports of the Board of Directors and Committees, audited financial statements, and other papers which may assist the members to intelligently participate in the proceedings.
- b. **Special General Assembly Meeting.** Notice of any Special General Assembly meeting shall be served by the Secretary personally or his/her duly authorized representative, by registered mail, or by electronic means upon each members who are entitled to vote at his/her last known postal address, or by posting or publication, or through other electronic means, at least one (1) week before the said meeting. It shall state the purpose and, except for related issues, no other business shall be considered during the meeting.

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GRACE  
2008

- c. **Waiver of Notice.** Notice of any meeting may be waived, expressly or impliedly, by the member concerned.

**Section 7. Order of Business.** As far as practicable, the order of business of a regular general assembly meeting shall be:

- a. Call to order;
- b. Proof of due notice;
- c. Roll Call;
- d. Reading, consideration and approval of the minutes of the previous meeting;
- e. Presentation and approval of the reports of the board of directors, officers, and the committees, including audited financial statements of the Cooperative Annual Progress Report and all other required reports,
- f. Unfinished business;
- g. New business;
  - i. Election of directors and committee members
  - ii. Approval of Development and/or annual Plan and Budget;
  - iii. Hiring of External Auditor
  - iv. Other related business matters
- h. Announcements; and
- i. Adjournment

**Section 8. Quorum for General Assembly Meeting.** During regular or special general assembly meeting, at least twenty-five percent (25%) of the total number of members entitled to vote shall constitute a quorum.

**Section 9. Voting System.** Only members entitled to vote shall be qualified to participate and vote in any General Assembly meeting. A member is entitled to one vote only regardless of the number of shares he/she owns.

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GRACE L. MARIANO  
Acting Sr. CSR - REGISTRATION SECTION

Election or removal of Directors and Committee members shall be by secret ballot. Action on all matters shall be in any manner that will truly and correctly reflect the will of the membership. No proxy and/or cumulative voting shall be allowed.

**Article IV Board  
of Directors**

Section 1. *Composition of the Board of Directors (BOD)*. The Board of Directors shall be composed of five (5) members.

Section 2. *Functions and Responsibilities*. The Board of Directors shall have the following functions and responsibilities:

- a. Provide over-all policy direction;
- b. Formulate development plan;
- c. Review the annual plan and budget and recommend for the approval of the General/Representative Assembly;
- d. Evaluate the capability and qualification and recommend for the approval of the General/Representative Assembly the engagements of the services of an External Auditor;
- e. Appoint and terminate, based on just cause, the General Manager or Chief Executive Officer (CEO);;
- f. Review, monitor and evaluate the effectiveness of the programs, projects and activities;
- g. Formulate and review the vision, mission and goals of the Cooperative;
- h. Establish risk management system;
  - i. Establish performance evaluation system at all levels;
  - j. Review and approve the organizational and operational structures;
- k. Establish policies and procedures for the effective operation and ensure proper implementation of such;
- l. Appoint the members of the Mediation and Conciliation Committee, Ethics Committee, Education and Training Committee and other Officers as specified in the Code and By-laws of the Cooperative;
- m. Decide election-related cases involving the Election Committee and its

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*Jan. P. Magmas*  
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members;

- B. Act on the recommendation of the Ethics Committee on cases involving violations of the Code of Governance and Ethical Standards;
- O. Ensure compliance by the Cooperative with the regulations of the Authority and other statutory requirements of appropriate government agencies;
- P. Report to the General/Representative Assembly the performance and achievements of the Cooperative;
- Q. Present to the General/Representative Assembly policies which require confirmation as provided under the law, the Cooperative By-laws, and regulations;
- R. Present to the General/Representative Assembly the financial, social and performance reports; and
- S. Perform such other functions as may be authorized by the General/Representative Assembly.

Section 3. *Qualifications.* Any member who is entitled to vote and has the following qualifications can be elected or continue as member of the Board of Directors:

- a. Has paid the minimum capital requirement;
- b. Has no delinquent account with the Cooperative;
- c. Have continuously patronized the Cooperative's services;
- d. A member in good standing for the last two (2) years;
- e. Completed or willingness to complete within the prescribed period the required education and training whichever is applicable; and
- f. Other qualifications prescribed in the rules and regulations of the Authority.

Section 4. *Disqualifications.* Any member who is under any of the following circumstances shall be disqualified to be elected as a member of the Board of Directors, or to continue as such:

- a. Holding any elective position in the government, except that of a party list representative being an officer of a Cooperative he/she represents;
- b. Members holding any other position directly involved in the day-to-

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Paul M. Magno  
GPA  
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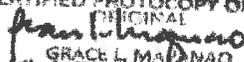
- day operation and management of the Cooperative;
- c. Having direct or indirect personal interest with the business of the Cooperative;
  - d. Having been absent for three(3) consecutive meetings or in more than twenty-five percent (25%) of all meetings within the twelve (12) month period unless with valid excuse as approved by the Board of Directors;
  - e. Being an official or employee of the Cooperative Development Authority, except in a Cooperative organized among themselves;
  - f. Having been convicted by final judgement in administrative proceedings or civil/criminal suits involving financial and/or property accountability; and
  - g. Having been disqualified by law.

Section 5. *Procedure for Disqualifications.* The procedure for disqualification shall be provided in the election guidelines or policy of the Cooperative.

Section 6. *Election of Directors.* The members of the Board of Directors shall be elected by secret ballot by members entitled to vote during the annual Regular General Assembly meeting or Special General Assembly meeting called for the purpose. Unless earlier removed for cause, or have resigned or become incapacitated, they shall hold office for a term of two (2) years or until their successors shall have been elected and qualified; Provided, that majority of the elected directors obtaining the highest number of votes during the first election after registration shall serve for two (2) years, and the remaining directors for one (1) year. Thereafter, all directors shall serve for a term of two (2) years. The term of the cooperators-directors shall expire upon the election of their successors in the first Regular General Assembly after registration.

Section 7. *Election of Officer within the Board of Directors.* The Board of Directors shall convene within ten (10) days after the General Assembly meeting to elect by secret ballot from among themselves the Chairperson and the ViceChairperson, and to elect or appoint the Secretary and Treasurer from outside of the Board.

For committees elected by the General Assembly and/or appointed

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GRACE L. MADINAO  
LAW OFF. CDB - REGISTRATION SECTION

by the Board of Directors, procedural process of electing the Chairperson, ViceChairperson or other positions among themselves should be in accordance with the process mentioned above.

**Section 8. Meeting of the Board of Directors.** The regular meeting of the Board of Directors shall be held at least once a month. However, the Chairperson or majority of the directors may at any time call a Special Board meeting to consider urgent matters. The call shall be addressed and delivered through the Secretary stating the date, time and place of such meeting and the matters to be considered. Notice of special meetings of the Board of Directors, shall be served by the Secretary in writing or through electronic means to each director at least one (1) week before such meeting.

Majority of the total number of Directors constitutes a quorum to transact business. Any decision or action taken by the majority members of the Board of Directors in a meeting duly assembled shall be a valid cooperative act.

**Section 9. Vacancies.** Any vacancy occurring in the Board of Directors by reason of death, incapacity, removal or resignation may be filled-up within thirty (30) days by a majority vote of the remaining directors, if still constituting a quorum; otherwise, such vacancy shall be filled by the General Assembly in a regular or special meeting called for the purpose. The elected director shall serve only for the unexpired term of his/her predecessor in office.

In the event that the General Assembly failed to muster a quorum to fill the positions vacated by directors whose term have expired and said directors refuse to continue their functions on a hold-over capacity, the remaining members of the Board together with the members of the Audit Committee shall designate, from the qualified regular members of the General Assembly, their replacements who shall serve temporarily as such until their successors shall have been elected and qualified in a regular or special General Assembly meeting called for the purpose.

If a vacancy occurs in any elective committee it shall be filled by the

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ORIGINAL  
*Grace L. M. Diaz*  
GRACE L. M. DIAZ  
Atty. in Law - REGISTRATION NO. 12345

remaining members of the said committee, if still constituting a quorum, otherwise, the Board, in its discretion, may appoint or hold a special election to fill such vacancy.

**Section 10. *Removal of Members of the Board of Directors and Committee Members.***

All complaints for the removal of any elected officer shall be filed with the Board of Directors and such officer shall be given the opportunity to be heard. Majority of the Board of Directors may place the officer concerned under preventive suspension pending the resolution of the investigation. Upon finding of a prima facie evidence of guilt, the Board of Directors shall present its recommendation for removal to the General Assembly. For this purpose, the Board of Directors shall provide a policy on suspension in consultation with the Ethics Committee subject to the approval of the General Assembly.

An elective officer may be removed by three-fourths (¾) of the regular members present and constituting a quorum, in a Regular or Special General Assembly meeting called for the purpose. The officer concerned shall be given the opportunity to be heard at said assembly. The decision of the General Assembly on the matter is final and executory.

In cases where the officers sought to be removed consist of the majority of the Board of Directors, at least 10% of the members with voting rights may file a petition with the Cooperative Development Authority to call a Special General Assembly meeting for the purpose of removing the Board of Director/s upon failure of the Board of Directors to call an assembly meeting to commence the proceeding for their removal.

An officer appointed by the Board of Directors may be removed from office for cause by a majority vote of all the members of the Board of Directors.

**Section 11. *Prohibitions.*** Any member of the Board of Directors shall not hold any other position directly involved in the day-to-day operation and management of the Cooperative nor engage in any business similar to that of the Cooperative or who in any way has a conflict of interest with it

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ORIGINAL  
*Grace L. Masangkay*  
GRACE L. MASANGKAY  
Acting Secretary

The extent of conflict of interest shall be clearly defined in the policy of the Cooperative.

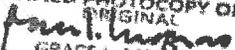
**Article V  
Committees**

Section 1. *Audit Committee.* An Audit Committee shall be composed of three (3) members to be elected during a General Assembly meeting and shall hold office for a term of one (1) year or until their successors shall have been elected and qualified. Within ten (10) days after their election, they shall elect from among themselves a Chairperson, Vice-Chairperson and a Secretary. No member of the committee shall hold any other position within the Cooperative during his/her term of office. The Committee shall provide internal audit service, maintain a complete record of its examination and inventory, and submit an audit report quarterly or as may be required by the Board and the General Assembly.

The Audit Committee shall be directly accountable and responsible to the General Assembly.

Section 2. *Functions and Responsibilities.* The Audit Committee shall:

- a. Audit the performance of the Cooperative and its various responsibility centers;
- b. Monitor the adequacy and effectiveness of the Cooperative's management and control system;
- c. Review continuously and periodically the books of account, financial records, and policies governing internal control, accounting and risk management to ensure that these are in accordance with the Cooperative principles and generally accepted accounting procedures;
- d. Review the internal audit report of the Cooperative;
- e. Follow up actions on the internal and external audit recommendations;
- f. Discuss the result of the internal audit with the Board of Directors;
- g. Submit reports on the result of the internal audit and recommend

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GRACE L. MARIANO  
ATTORNEY AT LAW - REGISTRATION SECTION

necessary changes on policies and other related matters on operation to the General/Representative Assembly;

- h. Review, approve or amend the report and recommendation of the Ethics Committee involving violations of the Code of Governance and Ethical Standards if the remaining members of the Board of Directors fail to act on said report and recommendation within a period of thirty (30) days, or the violation is committed by the majority of the Board of Directors; and
- i. Perform such other functions as may be prescribed in the By-laws or authorized by the General/Representative Assembly.

Section 3. *Election Committee.* An Election Committee shall be composed of three (3) members to be elected during a General Assembly meeting and shall hold office for a term of one (1) year or until their successors shall have been elected and qualified. Within ten (10) days after their election they shall elect from among themselves a Chairperson, Vice-Chairperson and a Secretary. No member of the committee shall hold any other position within the Cooperative during his/her term of office.

Section 4. *Functions and Responsibilities.* The Election Committee shall:

- a. Formulate election rules and guidelines and recommend to the General/Representative Assembly for approval;
- b. Recommend necessary amendments to the election rules and guidelines, in coordination with the Board of Directors, for the General/Representatives Assembly's approval;
- c. Implement election rules and guidelines duly approved by the General/Representative Assembly;
- d. Supervise the conduct, manner and procedure of election and other election related activities and act on the changes thereto
- e. Canvass and certify the results of the election;
- f. Proclaim the winning candidates;
- g. Decide election and other election-related cases except those involving the Election Committee or its members; and
- h. Perform such other functions as prescribed in the By-laws or

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ORIGINAL  
*Paul L. Manganas*  
PAUL L. MANGANAS  
Acting Sec. CEX - REGISTRAR OF SEC'D COV

authorized by the General/Representative Assembly.

Section 5. *Education and Training Committee.* An Education and Training Committee shall be composed of three (3) members to be appointed by the Board of Directors and shall serve for a term of one (1) year, without prejudice to their reappointment. Within ten (10) days after their appointment, they shall elect from among themselves a Vice-Chairperson and a Secretary. The ViceChairperson of the Board of Directors shall act as the Chairperson of the Committee.

The committee shall be responsible for the planning and implementation of the information, educational and human resource development programs of the Cooperative for its members, officers and the communities within its area of operation.

Section 6. *Functions and Responsibilities.* The Education and Training Committee shall:

- a. Keep members, officers, staff well-informed regarding Cooperative's goals/objectives, policies & procedures, services, etc.;
- b. Plan and implement educational program for coop members, officers and staff;
- c. Develop promotional and training materials for the Cooperative; and
- d. Conduct/Coordinate training activities.

Section 7. *Mediation and Conciliation Committee.* A Mediation and Conciliation Committee shall be composed of three (3) members to be appointed by the Board of Directors. Within ten (10) days after their appointment, they shall elect from among themselves a Chairperson, ViceChairperson and a Secretary who shall serve for a term of one (1) year or until their successors shall have been appointed and qualified and without prejudice to their reappointment. No member of the Committee shall hold any other position in the Cooperative during his/her term of office.

Section 8. *Functions and Responsibilities.* The Mediation and Conciliation Committee shall:

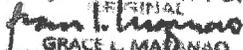
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GRACE L. MANANAD  
Acting Sr. CIS - REGISTRATION SECTION

- a. Conduct mediation-conciliation proceedings and services;
- b. Formulate, develop and improve the Conciliation-Mediation policies, guidelines and program and ensure its proper implementation;
- c. Monitor Conciliation-Mediation program and processes;
- d. Submit semi-annual reports of cooperative cases to the Authority within fifteen (15) days after the end of every semester;
- e. Accept and file Evaluation Reports;
- f. Submit recommendations for improvements to the BOD;
- g. Recommend to the BOD any member of the Cooperative for Conciliation-Mediation Training as Cooperative Mediator-Conciliator;
- h. Issue the Certificate of Non-Settlement (CNS);
- i. Act as conciliator-mediator during their term, provided the persons who will mediate are mutually selected by both parties; and
- j. Perform such other functions as may be prescribed in the By-laws or authorized by the Board of Directors.

Section 9. *Ethics Committee.* An Ethics Committee shall be composed of three (3) members to be appointed by the Board of Directors. Within ten (10) days after their appointment, they shall elect from among themselves a Chairperson, Vice-Chairperson and a Secretary who shall serve for a term of one (1) year or until their successors shall have been appointed and qualified and without prejudice to their reappointment. No member of the Committee shall hold any other position in the Cooperative during his/her term of office.

Section 10. *Functions and Responsibilities.* The Ethics Committee shall:

- a. Formulate, develop, implement and monitor the Code of Governance and Ethical Standards (CGES) to be observed by the members, officers and employees of the cooperative subject to the approval of the Board of Directors and ratification by the General/Representative Assembly;
- b. Conduct initial investigation or inquiry, upon receipt of a complaint involving violations of the Code of Governance and Ethical Standards;
- c. Submit report on its recommendation together with the appropriate

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sanctions, to the Board of Directors for its proper action, or to the remaining members of the Board of Directors, if the violation is committed by any member of the Board of Directors. Provided, that if the remaining members of the Board of Directors fail to act on the report within a period of thirty (30) days, or the violation is committed by the majority of the Board of Directors, the Audit committee shall act on the same; and

- d. Perform such other functions as may be prescribed in the By-laws or authorized by the Board of Directors.

Section 11. *Credit Committee.* A Credit Committee shall be composed of three (3) members to be appointed by the Board of Directors. Within ten (10) days after their appointment, they shall elect from among themselves a Chairperson, Vice-Chairperson and a Secretary who shall serve for a term of one (1) year or until their successors shall have been appointed and qualified and without prejudice to their reappointment. No member of the Committee shall hold any other position in the Cooperative during his/her term of office.

Section 12. *Functions and Responsibilities.* The Credit Committee shall:

- a. Assist the Board of Directors in the formulation of sound lending and collection policies, systems and procedure.
- b. Responsible for the credit management of the Cooperative.
- c. In the performance of its functions, it shall process, evaluate and act upon loan application and withdrawal of deposits, except when the applicant is a member of the committee, in which case, the application shall be acted upon by the Board of Directors; and exercise general supervision including collection over all loans to members
- d. Responsible for the formulation and conduct of financial and credit risk management training program.

Section 13. *Gender and Development (GAD) Committee.* A Gender and Development (GAD) Committee shall be composed of three ( 3) members to be appointed by the Board of Directors provided that at least one member

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shall come from the Board. The Committee shall elect from among themselves a Chairperson. The Committee members shall hold office until replaced by the Board.

Section 14. *Functions and Responsibilities.* The Gender and Development (GAD) Committee shall:

- a. Conduct gender analysis;
- b. Develop and recommend Gender and Development ( GAD )and Gender Equality (GE )policies and programs/activities/projects to the Board;
- c. Monitor and assess progress in the implementation of Gender and Development (GAD) programs/activities/projects towards achieving Gender Equality (GE );
- d. Submit report to the Board; and
- e. Provide directional guidance.

Section 15. *GAD Focal Person.* A GAD Focal Person (GFP) shall be designated by the Board upon recommendation of the management. He or she must be an employee of the cooperative and shall perform GFP roles as additional function

Section 16. *Functions and Responsibilities of GAD Focal Person (GFP).*

- a. Coordinates and reviews implementation of GAD programs/activities/projects based on approved plans and budget;
- b. Prepares performance reports and recommends policy improvements to the GAD Committee;
- c. Gathers and analyzes gender-related information and other data; and
- d. Provides administrative services to the GAD Committee.

Section 17. *GAD Education and Training Program.* The Cooperative shall identify GAD and GE-related education and training programs. These shall be included in the annual education and training plan.

Section 18. *GAD Support Systems and Services.* The Cooperative shall implement other services that address GAD and GE issues and concerns.

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It shall also develop and establish necessary support systems that will enhance implementation of the GAD and GE services of the Cooperative

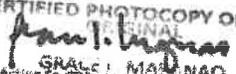
Section 18. *Others Committee.* By a majority vote of all its members, the Board of Directors may form such other committees as may be deemed necessary for the operation of the Cooperative.

Section 19. *Qualification and Disqualification of Committee Members.* The qualification and disqualification of the Board of Directors shall also apply to all the members of the committees

#### Article VI Officers and Management Staff of the Cooperative

Section 1. *Officers and their Duties.* The officers of the cooperative shall include the Members of the Board of Directors, Members of the Different Committees, General Manager/Chief Executive Officer, Secretary and Treasurer who shall serve according to the functions and responsibilities of their respective offices as follows:

- a. *Chairperson* – The Chairperson shall:
  - i. Set and prepare the agenda for board meetings in coordination with the other members of the Board of Directors;
  - ii. Preside all meetings of the Board of Directors and General/Representative Assembly;
  - iii. Sign contracts, agreements, certificates and other documents on behalf of the Cooperative as authorized by the Board of Directors or by the General/Representative Assembly as prescribed in their By-laws; and
  - iv. Perform such other functions as may be authorized by the Board of Directors.
- b. *Vice-Chairperson* –the Vice-Chairperson shall:
  - i. Perform all the duties and responsibilities of the Chairperson in the absence of the latter;
  - ii. Perform such other duties as may be delegated by the board of directors.

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GENERAL MANAGER  
AGRI-COOP REGISTRATION SECTION

- c. *Treasurer* – The Treasurer shall:
- i. Ensure that all cash collections are deposited in accordance with the policies set by the Board of Directors;
  - ii. Have custody of funds, securities, and documentations relating to assets, liabilities, income and expenditures;
  - iii. Monitor and review the financial management operations of the Cooperative, subject to such limitations and control as may be prescribed by the Board of Directors;
  - iv. Ensure the maintenance of full and complete records of cash transactions;
  - v. Ensure maintenance of a Petty Cash Fund;
  - vi. Maintain a Daily Cash Position Report; and
  - vii. Perform such other functions as may be prescribed in the By-laws or authorized by the Board of Directors.
- d. *Secretary* – The Secretary shall:
- i. Keep an updated and complete registry of all members
  - ii. Record, prepare and maintain records of all minutes of meetings of the Board of Directors and the General/Representative Assembly;
  - iii. Ensure that the necessary actions and decisions of the Board of Directors are transmitted to the management for compliance and implementation;
  - iv. Issue and certify the list of members who are entitled to vote as determined by the Board of Directors;
  - v. Prepare and issue Share Certificates and maintain the share and transfer book;
  - vi. Serve notice of all meetings called and certify the presence of quorum in the conduct of all meetings of the Board of Directors and the General/Representative Assembly;
  - vii. Keep copies of the Treasurer's reports and other reports;
  - viii. Serve as custodian of the Cooperative seal; and
  - ix. Perform such other functions as may be prescribed be delegated by the board of directors.and/or by the GA.
- e. *General Manager*

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Acting Sr. CGS - REGISTRATION SECTION

. The General Manager shall:

- i. Oversee the overall day to day business operations of the Cooperative by providing direction, supervision, management and administrative control over all the operating departments subject to such limitations as may be set forth by the Board of Directors or the General/Representative Assembly;
- ii. Assist the Board of Directors in the formulation of the Cooperative's Development Plan including Annual Plan and Budget, Programs and Projects, for approval of the General/Representative Assembly;
- iii. Provide systems and procedures in the implementation of policies;
- iv. Implement the duly approved plans and programs of the Cooperative and any other directive or instruction of the Board of Directors;
- v. Provide and submit to the Board of Directors monthly reports on the status of the Cooperative's operation vis-a-vis its targets and recommend appropriate policy or operational changes, if necessary;
- vi. Represent the Cooperative in any agreement, contract, business dealing, and in any other official business transaction as may be authorized by the Board of Directors;
- vii. Ensure compliance with all administrative and other requirements of regulatory bodies; and
- viii. Perform such other functions as may be prescribed in the By-laws delegated by the Board of Directors or authorized by the General/Representative Assembly

Section 2. *Liabilities of Directors, Officers and Committee Members.* Directors, officers and committee members, who willfully and knowingly vote for or assent to patently unlawful acts, or who are guilty of gross negligence or bad faith in directing the affairs of the Cooperative or acquire any personal or pecuniary interest in conflict with their duties as Directors, officers or committee members shall be liable jointly and severally for all damages

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resulting therefrom to the Cooperative, members and other persons.

When a director, officer or committee member attempts to acquire, or acquires in violation of his/her duties, any interest or equity adverse to the Cooperative in respect to any matter which has been reposed in him/her in confidence, he/she shall, as a trustee for the Cooperative, be liable for damages or loss of profits which otherwise would have accrued to the Cooperative.

**Section 3. *Management Staff.*** The core management team of the Cooperative composed of manager, cashier, bookkeeper, accountant, and other position as provided for in the Human Resource Manual shall take charge of the day-today operations of the Cooperative. The Board of Directors shall appoint, fix their compensation and prescribe for the functions and responsibilities.

**Section 4. *Qualification of the General Manager.*** No person shall be appointed to the position of general manager unless he/she possesses the following qualifications and none of the disqualifications herein enumerated.

- a. Must be familiar with the operation of the Cooperative;
- b. Must have at least two (2) years experience in the operations of or related activities;
- c. Must not be engaged directly or indirectly in any activity similar to the operation of the Cooperative;
- d. Must be of good moral character;
- e. Must not have been convicted of any administrative, civil or criminal cases involving moral turpitude, gross negligence or grave misconduct in the performance of his/her duties;
- f. Must not have been convicted of any administrative, civil or criminal case involving financial and/or property accountabilities at the time of his/her appointment; and
- g. Must undergo pre-service and/or in-service trainings.

**Section 5. *Duties of the Cashier.*** The Cashier of the Cooperative, who shall be under supervision and control of the General Manager shall:

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- a. Handle monetary transactions;
- b. Receive/collect payments and deposits;
- c. Be responsible for money received and expended;
- d. Prepare reports on money matters; and
- e. Perform such other duties as the Board of Directors may require.

Section 6. *Duties of the Accountant.* The Accountant of the Cooperative, who shall be under supervision and control of the General Manager shall:

- a. Install an adequate and effective accounting system within the Cooperative;
- b. Render reports on the financial condition and operations of the Cooperative monthly, annually or as may be required by the Board of Directors and/or the General Assembly;
- c. Provide assistance to the Board of Directors in the preparation of annual budget;
- d. Keep, maintain and preserve all books of accounts, documents, vouchers, contracts and other records concerning the business of the Cooperative and make them available for auditing purposes to the Chairperson of the Audit Committee; and
- e. Perform such other duties as the Board of Directors may require.

Section 7. *Duties of the Bookkeeper.* The bookkeeper of the Cooperative who is under supervision and control of the Accountant shall:

- a. Records and update books of accounts;
- b. Provide assistance in the preparation of reports on the financial condition and operations of the Cooperative monthly, annually or as may be required by the Board of Directors and/or the General Assembly;
- c. Keep, maintain and preserve all books of accounts, documents, vouchers, contracts and other records concerning the business of the Cooperative and make them available for auditing purposes to the Chairperson of the Audit Committee; and
- d. Perform such other duties as the Board of Directors may require.

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*Paulo Limas*  
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Section 8. *Qualifications of Accountant, Cashier, and Bookkeeper.* No person shall be appointed to the position of accountant and bookkeeper unless they possess the following qualifications and none of the disqualifications herein enumerated:

- a. Bachelors degree in accountancy must be required for Accountant however Cashier and Bookkeeper must be knowledgeable in handling monetary transactions, accounting and bookkeeping;
- b. Must have at least two (2) years experience in Cooperative operation or related business;
- c. Must not be engaged directly or indirectly in any activity similar to the business of the Cooperative;
- d. Must not be convicted of any administrative, civil or criminal case involving moral turpitude, gross negligence or grave misconduct in the performance of his/her duties;
- e. Must be of good moral character;
- f. Must be willing to undergo pre-service and/or in-service trainings in accounting; and
- g. Must not have been convicted of any administrative, civil or criminal case involving financial and/or property accountabilities at the time of his/her appointment.

Section 9. *Compensation.* Subject to the approval of the General Assembly, the members of the Board of Directors and Committees may, in addition to per diems for actual attendance to board and committee meetings, and reimbursement of actual and necessary expenses while performing functions in behalf of the Cooperative, be given regular compensation; Provided, further, that the directors and officers shall not be entitled to any per diem when, if in the preceding calendar year, the Cooperative reported a net loss or had a dividend rate less than the official inflation rate for the same year.

**Article VII**  
**Capital Structure**

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Section 1. *Source of Funds.* The Cooperative may derive its funds from any or all of the following sources:

- a. Members' share capital contribution;
- b. Loans and borrowings including deposits;
- c. Revolving capital build-up which consist of the deferred payment of patronage refund or interest on share capital;
- d. Subsidies, grants, legacies, aids, donation, awards and winnings and such other assistance from any local or foreign institution, public or private;
- e. Retentions from the proceeds of services acquired /goods procured by members; and
- f. Other sources of funds as may be authorized by law.

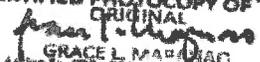
Section 2. *Continuous Capital Build-Up.* Every member shall have invested in any or all of the following:

- a. At least Two Hundred Pesos (P200)per month;
- b. At least Twenty-five percent (25%) of his/her annual interest on capital and patronage refund; and
- c. At least Ten percent (10%) of each good procured /service acquired from the cooperative.

Section 3. *Borrowing.* The Board of Directors, upon approval of the General Assembly, may borrow funds from any source, local or foreign, under such terms and conditions that best serve the interest of the Cooperative.

Section 4. *Revolving Capital.* To strengthen the capital structure of the Cooperative, the General Assembly may authorize the Board of Directors to raise a revolving capital by deferring the payment of patronage refunds and interest on share capital, or such other schemes as may be legally adopted. To implement this provision, the Board of Directors shall issue a Revolving Capital Certificate with serial number, name, rate of interest, date of retirement and such other privileges or restrictions as may be deemed just and equitable

Section 5. *Share Capital Contribution.* Share Capital Contribution refers to the

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Acting Sr. CSR - REGISTRATION OFFICER

value of the paid subscription by a member in accordance with its Articles of Cooperation.

Section 6. *Share Capital Certificate.* The Board of Directors shall issue a Share Capital Certificate only to a member who has fully paid his/her subscription. The Certificate shall be serially numbered and contain the shareholder's name, the number of shares owned, the par value, and duly signed by the Chairperson and the Secretary, and bearing the official seal of the cooperative. All certificates issued and/or transferred shall be registered in the cooperative's Share and Transfer Book.

The number of paid share required for the issuance of Share Capital Certificate shall be determined by the Board of Directors.

The shares may be purchased, owned or held only by persons who are eligible for membership. Subject to existing government rules or laws, interests shall be paid only to paid-up shares which may be in cash; or credited as payment of unpaid subscriptions, outstanding accounts, or additional shares or to the revolving fund of the cooperative.

Section 7. *Assignment of Share Capital Contribution or Interest.* Subject to the provisions of the Code, no member shall transfer his/her shares or interest in the cooperative or any part thereof unless:

- a. He/she has held such share capital contribution or interest for not less than one (1) year;
- b. The assignment is made to the cooperative or to a person who falls within the field of membership of the Cooperative; and
- c. The Board of Directors has approved such assignment.

The assignment of shares shall not be binding to the Cooperative until such transfer has been registered in the share and transfer book. No transfer shall be completed until the old certificate has been endorsed and surrendered to the Cooperative and a new certificate is issued in the name of the membertransferee. The corresponding transfer fee shall be collected from the transferee as prescribed in the Cooperative policy.

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In case of lost or destroyed share certificate, the Board of Directors may issue a replacement after the owner thereof executes a sworn affidavit, setting forth the following:

- a. Circumstances as to how, when and where said certificate was lost or destroyed;
- b. The serial number of the certificate; and the number of shares it represents;
- c. The lost or destroyed certificate has never been transferred, sold or endorsed to any third party, provided, that should the same be found, the owner shall surrender it to the Cooperative; and
- d. That any false representation or statement made in the aforesaid affidavit shall be a ground for expulsion from the Cooperative

**Article VIII**  
**Allocation and Distribution of Net Surplus**

Section 1. *Allocation.* At the end of its calendar year, the Cooperative shall allocate and distribute its net surplus as follows:

- a. *Reserve Fund.* Ten percent (10%) shall be set aside for Reserve Fund. Provided, that in the first five (5) years of operation after registration, this amount shall not be less than fifty percent (50%) of the net surplus. The reserve fund shall be subjected to the following rules:
  - i. The reserve fund shall be used for the stability of the Cooperative and to meet net losses in its operations. The General Assembly may decrease the amount allocated to the reserve fund when it has already exceeded the authorized share capital. Any sum recovered on items previously charged to the reserve fund shall be credited to such fund.
  - ii. The reserve fund shall not be utilized for investment, other than those allowed in the Cooperative Code. Such sum of the reserve fund in excess of the authorized share capital may be used at any time for any project that would expand the operations of the Cooperative upon the resolution of the General Assembly.

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*Grace L. Mapanao*  
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ASST. SEC. REGISTRATION SECTION

- iii. Upon the dissolution of the Cooperative, the reserve fund shall not be distributed among the members. However, the General Assembly may resolve:
  - a. To establish a usufructuary trust fund for the benefit of any federation or union to which the Cooperative is affiliated; or
  - b. To donate, contribute or otherwise dispose of the amount for the benefit of the community where the Cooperative operates. If the member could not decide on the disposition of the reserve fund, the same shall be given to the federation or union to which the Cooperative is affiliated
- b. *Education and Training Fund.* Ten percent (10%) shall be set aside for Education and Training Fund.
  - i. Half of the amount allocated to the education and training fund annually under this subsection may be spent by the cooperative for education and training purposes; while the other half may be remitted to a union or federation chosen by the Cooperative or of which it is a member
  - ii. Upon the dissolution of the cooperative, the unexpended balance of the education and training fund pertaining to the Cooperative shall be credited to the Cooperative education and training fund of the chosen union or federation
- c. *Community Development Fund.* Five percent (5%) shall be used for projects and activities that will benefit the community where the Cooperative operates.
- d. *Optional Fund, Land and Building and any other necessary fund.* Five percent (5%) shall be set aside for this purpose.

Section 2. *Interest on Share Capital and Patronage Refund.* The remaining net surplus shall be made available to the members in the form of interest on share capital not to exceed the normal rate of return on investment and patronage refunds. Provided, that any amount remaining after the allowable interest and the patronage refund have been deducted shall be credited to the reserved fund. The sum allocated for patronage refund shall

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Acting Sec. CES - REGISTRATION SECTION

be made available at the same rate to all patrons of the Cooperative in proportion to their individual patronage, provided that:

- a. In the case of a member patron with paid-up share capital contribution, his/her proportionate amount of patronage refund shall be paid to him/her unless he/she agrees to credit the amount to his/her account as additional share capital contribution;
- b. In the case of member patron with unpaid share capital contribution, his/her proportionate amount of patronage refund shall be credited to his/her account until the share capital contribution has been fully paid;
- c. In the case of non-member patron, his/her proportionate amount of patronage refunds shall be set aside in a general fund for such patron and shall be allocated to individual non-member patron and only upon request and presentation of evidence of the amount of his/her patronage. The amount so allocated shall be credited to such patron toward payment of the minimum capital contribution for membership. When a sum equal to this amount has accumulated at any time within two (2) years, such patron shall be deemed and become a member of the Cooperative if he/she so agrees or requests and complies with the provisions of the bylaws for admission to membership; and
- d. If within the period specified hereof, any subscriber who has not fully paid his/her subscribed share capital or any non-member patron who has accumulated, the sum necessary for membership, but who does not request nor agree to become a member or fails to comply with the provisions of this bylaws for admission to membership, the amount so accumulated or credited to their account together with any part of the general fund for non-member patron shall be credited to the Reserve Fund or to the Education And Training Fund of the Cooperative, at the option of the Cooperative.

**Article IX Settlement  
of Disputes**

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GRACE L. MARIANO  
ADMIN. OFF. - REGISTRATION SECTION

Section 1. *Mediation and Conciliation.* All inter and intra-cooperative disputes shall be settled within the cooperative in accordance with the pertinent Guidelines issued by the Cooperative Development Authority, Art. 137 Of Republic Act No. 9520 and its Implementing Rules and Regulations, Alternative Dispute Resolution Act of 2004 and its suppletory laws.

Section 2. *Voluntary Arbitration.* Any dispute, controversy or claim arising out of or relating to this By-laws, the cooperative law and related rules, administrative guidelines of the Cooperative Development Authority, including disputes involving members, officers, directors, and committee members, intra-cooperative disputes and related issues shall be exclusively referred to and finally resolved by voluntary arbitration under the institutional rules promulgated by the Cooperative Development Authority, after compliance with the conciliation or mediation mechanisms embodied in the bylaws of the Cooperative, and in such other applicable laws

#### **Article X Miscellaneous**

Section 1. *Investment of Capital.* The Cooperative may invest its capital in any or all of the following:

- a. Shares or debentures or securities of any secondary cooperative;
- b. Any reputable bank including Cooperative Banks or any secondary cooperative;
- c. Securities issued or guaranteed by Government;
- d. Real Estate primarily for the use of the Cooperative or its members; or
- e. In any other manner approved by the General Assembly.

Section 2. *Accounting System.* The Cooperative shall keep, maintain and preserve all its books of accounts and other financial records in accordance with the Standards Charts of Accounts (SCA) for Cooperatives and the Philippine Financial Reporting Framework (PFRF) for Cooperatives.

Section 3. *Financial Audit, Performance Audit, and Social Audit.* At least once a

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year, the Board of Directors shall, in consultation with the Audit Committee, cause the audit of the books of accounts of the Cooperative, performance audit and social audit in accordance with the Guidelines issued by the Cooperative Development Authority

Section 4. *Annual Report.* During the annual Regular Assembly meeting, the Officers shall submit a report of the operation to the General Assembly together with the audited financial statements, performance audit, social audit reports and list of officers and trainings undertaken/completed. The annual report shall be certified by the Chairperson and Manager of the Cooperative as true and correct in all aspects to the best of their knowledge.

The Cooperative shall submit the web-based Cooperative Annual Progress Report (CAPR) together with the following attachments to the Authority within (120) days from the end of every calendar year;

- a. Social Audit Report;
- b. Performance Report including semi-annual Mediation and Conciliation Report;
- c. Audited Financial Statement; and
- d. List of officers and trainings undertaken/completed.

#### Article XI Amendments

Section 1. *Amendment of Articles of Cooperation and By-laws.* Amendments to the Articles of Cooperation and this By-Laws may be adopted by at least two-thirds (2/3) votes of all members with voting rights, present and constituting a quorum.

The amendment/s shall take effect upon approval by the Cooperative Development Authority.

Voted and adopted this 7<sup>th</sup> day of July, 2025 in Tacloban City,  
Philippines

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ORIGINAL  
*Grace L. Danas*  
GRACE L. DANAS  
Acting Sp. Secy. - Regional Director

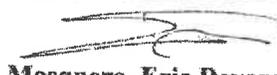
Names	Signature
1. Ala, Marlon Oging	<i>Marlon</i>
2. Basa, Lucita Balintong	<i>Lucita</i>
3. Bustillo, Melchor Amistoso	<i>Melchor</i>
4. Cabelas, Robert Maglasen	<i>Robert</i>
5. Cajefe, Inna Louise Delmo	<i>Inna</i>
6. Delima, Rommel dela Peña	<i>Rommel</i>
7. Delmo, Amado Jr. Bacierra	<i>Amado</i>
8. Delmo, Romulo Bacierra	<i>Romulo</i>
9. Latore, Mary Ann Busa	<i>Mary Ann</i>
10. Magsambol, Bernardino Julius	<i>Bernardino</i>
11. Malatbalat, Marita Magayon	<i>Marita M. Malatbalat</i>
12. Malatbalat, Rene Ortillo	<i>Rene</i>
13. Maurillo, Editha Salicsic	<i>E.S. maurillo</i>
14. Moramion, Rosalia Cañezares	<i>Rosalia moramion</i>
15. Mosquera, Eric Devaras	<i>Eric</i>
16. Odtujan, Josephine Labaydan	<i>Josephine</i>
17. Ronda, Merlinda Desdichado	<i>Merlinda</i>
18. Ronda, Romulo Obejas	
19. Saim, Annaliza Ronda	<i>Annaliza R. Saim</i>
20. Salicsic, Floro Malatbalat	<i>Floro Salicsic</i>

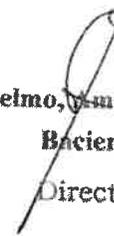
We, constituting the majority of the Board of Directors of the East Visayan Agro-Industrial Agriculture Cooperative (EV AGRI COOP) do hereby certify that the foregoing instrument is the Code of By-laws of this Cooperative.

CERTIFIED PHOTOCOPY OF THE ORIGINAL  
*Paulina*  
 GRACE I. ...  
 ...

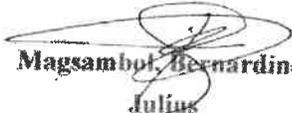
Signed this 7th of July, 2025, in Taichuan City.

  
**Delmo, Romulo Bacierra**  
Chairperson

  
**Mosquera, Eric Devaras**  
Vice-Chairperson

  
**Delmo, Ramado Jr.  
Bacierra**  
Director

  
**Delima, Rommel dela  
Peña**  
Director

  
**Magsambol, Bernardino  
Julius**  
Director

CERTIFIED PHOTOCOPY OF THE  
ORIGINAL  
  
GRACE L. MAPONAG  
Attn: Sr. CIS - REGISTRATION SECTION