



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

Item No.: 03

Date: 09 2025 DEC

November __, 2025

Hon. LEONARDO M. JAVIER, JR.
Vice-Governor
Province of Leyte

**Sangguniang Panlalawigan
Province of Leyte**
RECEIVED
Date: DEC 02 2025
By: [Signature]

Dear Hon. Vice-Gov. Sandy Javier, Jr.;

In response to your Notice of Call for re-accreditation, kindly be informed that **MATAGNAO WOMEN'S FARMERS ASSOCIATION (MWFA)**, with office address at ***Barangay Matagnao, Abuyog, Leyte***, would like to seek for re-accreditation by that Sangguniang Panlalawigan of Province of Leyte;

In support of this application are the following administrative requirements:

1. Letter of Application;
2. Duly accomplished Application Form for re-accreditation;
3. Duly approved Board Resolution signifying intention for re-accreditation for the purpose of representation in the Local Special Body;
4. Certificate of Registration issued by the [SEC, CDA, **DOLE**, DHSUD/HLURB] or existing valid Certificate of Accreditation issued by the [Name of NGA] or in case of IPO's certification by NCIP;
5. List of Current Officers and Members;

ADDITIONAL REQUIREMENTS FOR CSO's IN OPERATION FOR AT LEAST ONE (1) YEAR

6. Minutes of the Annual and/or Monthly Meetings of the Immediately preceding year as certified by the organization's board secretary or Certification from the board Secretary certifying the annual meeting's conduct, including the date location, attendees, and agenda;
7. Annual Accomplishment Report for the preceding year; and
8. Financial Statement, at the minimum, signed by the executive officers of the organization, also of the immediately preceding year, and indicating therein other, information such as revenue, expenses and the source(s) of funds.

Very truly yours,

[Signature]
MA. LUZ P. BRAO
(Head of the Organization)



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

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November __, 2025

Hon. LEONARDO M. JAVIER, JR.
Vice-Governor
Province of Leyte

Dear Hon. Vice-Gov. Sandy Javier, Jr.;

Greetings!

The officers and members of our organization have requested me to convey with your good office the following for your kind information and favorable consideration:

1. **THAT** our organization is signifying intention to apply for re-accreditation for membership in the local special bodies as manifested in the herewith attached Board Resolution No. 0003, series of 2025;
2. **THAT** our organization has a clear institutional objectives and purpose duly supported and strengthened by our organizational Constitution and By-laws;
3. **THAT** we unequivocally declare our unswerving belief that once accredited, we could truly serve as "active partners in the pursuit of local community", which is the heart and soul, so to speak, of Republic Act No.7160, otherwise known as the Local Government Code of 1991;
4. **THAT** the re-accreditation process follows guidelines set by the DILG, such as Memorandum Circular No. 2022-083 and DILG Memorandum Circular No. 2025-060.
5. **AND THAT** we are optimistic that with this feasible partnership at hand, we can move onward to greater bounds in committed and active Entrepreneur/organization in our community.

Thank you very much and we anticipate more fruitful support with you in the very near future.

Very sincerely,


MA. LUZ P. BRAO
President

Application Form for Re-Accreditation

Name of Organization: **MATAGNAO WOMENS FARMERS ASSOCIATION
(MWFA)**
Registered Address : *Brgy. Matagnao, Abuyog, Leyte*
Contact Number/s : 09125941042 Email Address (Optional): _____
Date Organized : December 16, 2017 Sector/s Represented: *Women Sector*

Purposes/Objectives: (Use of additional sheets, if necessary)

1. To establish an association that will promote mutual aid and protection to its members;
2. To promote the moral, social and economic well-being of all the members;
3. To develop sustainable livelihood thru the conduct of activities with aim of uplifting the economic condition of the members;
4. To provide the members knowledge and skills and equip themselves an effective and innovative way of sustainable livelihood projects;
5. To work with Non-Government and Government organizations or entities in the promotion and development of the association and in carrying out government policies;

Services that the organization provides or can participate in:

Governments and development agencies can create more appropriate and sustainable agriculture and rural development policies and programs, to identify and benefit small and poor farmers more effectively, by working with, supporting and involving. FOs in the planning, design and implementation of agricultural and rural policies and programs, and by supporting them in implementing farmers' own agendas.

Institutionalize mechanisms to effectively involved FOs in agricultural and rural policymaking, implementation, and assessment as well as in agricultural research and development.

Enact appropriate legislation and regulatory frameworks to ensure FOs enjoy the right and freedom to operate independently and manage themselves.

Support the development and improvement of FOs through capacity-building assistance and financial services so they can undertake programs and activities that can help them promote rural women's leadership. Development agencies, governments, employers and workers, can assist FOs with capacity-building efforts to train their members and representatives in business skills, accounting and financial administration, information technology, planning and management as well as organizational leadership to represent their FOs in various policy fora. Training could tackle other areas needing improvement including transparency, democracy and accountability. Funds could be provided for this purpose, but the identification of training needs and definition of the training program content must be done by the farmer members themselves.

Knowledge, information and technologies can reach farmers at the grassroots level more effectively if agricultural research and extension institutions proactively involve FOs.

Registering or Accrediting Agency:

Date Registered: January 9, 2018

(Check appropriate box)

- Securities and Exchange Commission (SEC)
 Cooperative Development Authority (CDA)
 Department of Labor and Employment (DOLE)

- Department of Human Settlement and Urban Development (DHSUD) formerly the Housing and Land Use Regulatory Board (HLURB).
- National Commission on Indigenous Peoples (NCIP) "Certification"

Accrediting Agency (If Any)
(Check appropriate box)

Date Accreditation: August 2019

- Commission on Population and Development (POPCOM)
- Department of Agriculture (DA)
- Department of Public Works and Highways (DPWH)
- Department of Social Welfare and Development (DSWD)
- Department of the Interior and Local Government (DILG)
- National Commission to Culture and the Arts (NCCA)
- Presidential Commission for the Urban Poor (PCUP)
- Philippine Drug Enforcement Agency (PDEA)
- Others (Please specify) _____.

Organizational Level: (Check appropriate box)

- Barangay-based:** **Barangay**
- Chapter:** **Brgy. Burubud-an**
- Affiliate of a larger organization (Please identify larger organization): **Abuyog Federation**
- Others (Please specify) _____.

Projects implemented in the [Province/City/Municipality] of [Abuyog]

| Year | Projects <i>Facilities/Machinery/ Equipment</i> | Costs | Financing Source/Scheme | Brand/Model | Beneficiaries | Status | |
|------|--|--------------|----------------------------|--------------------------------|---------------|-----------|---------|
| | | | | | | Completed | Ongoing |
| 2025 | <i>Rice Combine Harvester</i> | <i>Grant</i> | DA-RCEP/Philmech | <i>Kubota DC-70 PRO PH</i> | MWFA | Completed | |
| 2024 | <i>Four Wheel Drive Tractor</i> | <i>Grant</i> | DA-RCEP/Philmech | <i>YANMAR YM-351R</i> | MWFA | Completed | |

Depending on your organization's technical area and scope of activity, within Local Special Body are you must capable to be a member of;

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

WE HEREBY CERTIFY to the correctness of the above information.


MELANIE A MEMBRANO
Secretary


MA. LUZ P. BRAO
President



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

Board Resolution No. 0003 Series of 2025

A RESOLUTION SIGNIFYING INTENTION FOR ACCREDITATION and/or RE-ACCREDITATION IN THE OFFICE OF THE SANGGUNIAN PANLALAWIGAN, PROVINCE OF LEYTE FOR THE PURPOSE OF REPRESENTATION IN THE LOCAL SPECIAL BODY;

WHEREAS, Section 108 of the Local Government Code of 1991 [RA 7160] provides for the accreditation/re-accreditation of civil society organizations;

WHEREAS, on **March 04, 2025**, the Department of the Local Government issued **Memorandum Circular No. 2025-022**, on the Guidelines on the Accreditation of Civil Society Organizations and Selection of Representatives to the Local Special Bodies;

WHEREAS, **MATAGNAO WOMENS FARMERS ASSOCIATION (MWFA)**, is a civil society organization duly registered with the [Securities and Exchange Commission/Cooperative Development Authority/Department of Local Government and Employment/Department of Human Settlement and Urban Development, formerly the Housing and Land Use Regulatory Board] and existing Philippines Law;

WHEREAS, in the name **MATAGNAO WOMENS FARMERS ASSOCIATION (MWFA)** Special Board Meeting held at **Barangay Matagnao, Abuyog, Leyte** on **November 16, 2025**, attended by the following Board Member/Board of Trustees present, the following resolution was approved and adopted;

RESOLVED, AS IT IS HEREBY RESOLVED, to signify our intention to be an accredited civil society organization with the Sangguniang [Panlalawigan/Panlungsod/Bayan], pursuant to the procedures and guidelines set forth in the Section 108 of the Local Government Code of 1991 and DILG Memorandum Circular No. 2025-022, and to apply for membership in a local special body in the Province of Leyte;

RESOLVED FURTHER, to forward a copy of this **RESOLUTION** to the Chair of the Sangguniang Committee on Accreditation, the Honorable Sangguniang Panlalawigan;

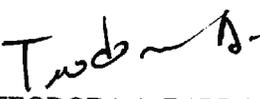
RESOLVE FURTHERMORE, that the following representative/s of the Organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution: **MA. LUZ P. BRAO**, President and authorized representative;

ADOPTED unanimously by the Board Member/Board of Trustees/Directors of the **MATAGNAO WOMENS FARMERS ASSOCIATION (MWFA)**, this **16th day of November 2025**, in the Municipality of Abuyog, Province of Leyte.


GLORIA R. LAHER
Chairman of the Board


LUCIA J. YBARAGUIRE
Co-Chairman of the Board


GERLYN C. PELOTON
Secretary of the Board


TEODORA A. BALDOSA
Board Member


CONCHITA O. ALVERO
Board Member

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES }
MUNICIPALITY OF ABUYOG } S.S.
PROVINCE OF LEYTE }
X ----- X

SUBSCRIBED AND SWORN TO BEFORE ME, a Notary Public for and in the Municipality of Abuyog, personally appeared, **GLORIA R. LAHER** – with her valid National ID No. 3052-0486-7596-8264. To be the same persons who execute the foregoing **Board Resolution No. 0003 Series of 2025** consisting of two (2) pages including this page, and they acknowledged to me that the same is their free and voluntary act and deed.

IN WITNESS MY HAND AND SEAL on this 27 NOV 2025 day of November 2025 at Abuyog, Leyte.

Doc. No. 19;
Page No. 5;
Book No. 11;
Series of 2025;


ATTY. IRENE LIBRACION
Notary Public
For La Paz, Mayorga, MacArthur, Abuyog, and Javier, Leyte
Notarial Commission No. 11-23-02 valid until December 31, 2025
Roll of Attorneys No. 76296
IBP No. 480811/Leyte Chapter/ December 4, 2024
PTR No. 0110833/Abuyog, Leyte/January 2, 2025
737 Avenida Rizal Extension Brgy. Nalibunan, Abuyog, Leyte
MCLE Compliance No. VIII-0000566 valid until April 14, 2028



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

Registration Certificate No.
R08-WLFO-2018-01-WA-1338

KNOW ALL MEN BY THESE PRESENTS:

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

**MATAGNAO WOMEN'S FARMERS
ASSOCIATION (MWFA)**

Barangay Matagnao, Abuyog, Leyte.

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

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

IN WITNESS WHEREOF, we hereunto affixed our signatures with the seal of DOLE Regional Office No. VIII, Tacloban City, Philippines this 9th day of January 2018

By authority of the Regional Director:

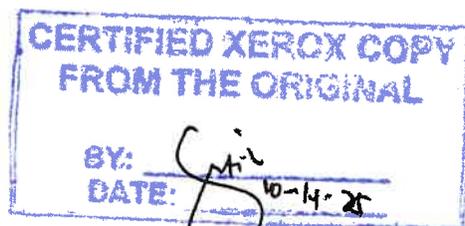
DIR. JOEL M. GONZALES
OIC - Regional Director

Approved by:

MARITES Z. VIÑAS
Chief LEO/Head WLFO



Net Vafin. V. Koa Seal



#57 Valle St., Brgy. Doña Feliza Mejia, Ormoc City
Tel Nos. (053) 561 - 4518 / (053) 255 - 2436
Email: dolero8_wlfo@yahoo.com
<http://ro8.dole.gov.ph/>





**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

October 13, 2025

DEPARTMENT OF LABOR AND EMPLOYMENT
WESTERN LEYTE FIELD OFFICE
OCT 13 2025
3:30 PM
JY

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

Dear Sir/Ma'am;

I, **MA. LUZ P. BRAO**, of legal age, Filipino and resident of Barangay Matagnao, Abuyog, Leyte, after having duly **CERTIFY** to in accordance with law, hereby depose and state that:

I am the undersigned authorized representative of **MATAGNAO WOMEN'S FARMERS ASSOCIATION (MWFA)**, with principal office address at Brgy. Matagnao, Abuyog, Leyte, which I am the President of the said organization;

As authorized registering agency, your good office was received this organization and approved dated January 09, 2018, with Registration Certificate No. **REG. CERT. NO.: R08-WLFO-2018-01-WA-1338**.

With this regard, we are **REQUESTING** to your good office for any consideration of the following:

1. **Certified True Copy of the CERTIFICATE OF REGISTRATION**, needed for re-accreditation - **RICE COMPETITIVENESS ENHANCEMENT FUND (RCEF)** at **DEPARTMENT OF AGRICULTURE** of **MATAGNAO WOMEN'S FARMERS ASSOCIATION (MWFA)**, with principal office address at Brgy. Matagnao, Abuyog, Leyte.

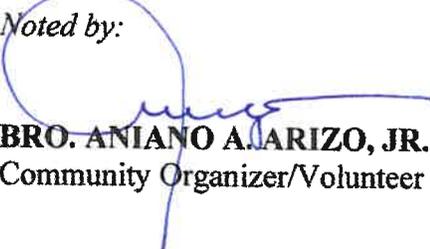
That I, authorize **BRO. ANIANO A. ARIZO, JR.**, our Community Organizer/Volunteer and Chairman of the Board of Abuyog Leyte Integrated Agricultural and Fisher Folks Federation, Inc., to process, sign, receive, pick-up the certified copy of the **CERTIFICATE OF REGISTRATION** in our behalf and for whatever legal purpose it may serve

Thank you for your kind consideration will be highly appreciated.

Sincerely,


MA. LUZ P. BRAO
President

Noted by:


BRO. ANIANO A. ARIZO, JR.
Community Organizer/Volunteer



Republic of the Philippines
Province of Leyte
Municipality of Abuyog



Office of the Sangguniang Bayan

THIS IS TO CERTIFY THAT, having satisfactorily complied with all the requirements and criteria for accreditation, pursuant to the Local Government Code and as promulgated in DILG Memorandum Circular No. 2025-060 dated June 23, 2025, the

Matagnao Womens Farmers Association

Barangay Matagnao, Abuyog, Leyte

an organization duly registered/certified with the Department of Labor and Employment and established in accordance with law is hereby awarded this

CERTIFICATE OF ACCREDITATION

In witness whereof, I have hereunto set my hand and caused the seal of the Municipality of Abuyog to be affixed herein this 16th day of September 2025, at Abuyog, Leyte, Philippines.

DARIO P. LLEVE
Municipal Vice-Mayor
Presiding Officer



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

UPDATED LIST OF OFFICERS AND THEIR ADDRESSES

As of October 02, 2025

| NAME | POSITION/DESIGNATION | ADDRESS |
|-------------------------|-----------------------------|-------------------------------|
| 1. Ma. Luz P. Brao | President | Brgy. Matagnao, Abuyog, Leyte |
| 2. Josephine P. Algura | Vice – President | Brgy. Matagnao, Abuyog, Leyte |
| 3. Milanie A. Membrano | Secretary | Brgy. Matagnao, Abuyog, Leyte |
| 4. Nilo R. Yparaguire | Asst. Secretary | Brgy. Matagnao, Abuyog, Leyte |
| 5. Neneth R. Alba | Treasurer | Brgy. Matagnao, Abuyog, Leyte |
| 6. Donna B. Juatas | Auditor | Brgy. Matagnao, Abuyog, Leyte |
| 7. Margarita T. Elmido | PIO | Brgy. Matagnao, Abuyog, Leyte |
| 8. Dominga E. Rosquites | PIO | Brgy. Matagnao, Abuyog, Leyte |
| 9. Anastacia B. Peloton | Bookkeeper | Brgy. Matagnao, Abuyog, Leyte |
| 10. Antonia B. Nierras | Business Manager | Brgy. Matagnao, Abuyog, Leyte |
| 11. Gloria R. Laher | Chairman of the Board | Brgy. Matagnao, Abuyog, Leyte |
| 12. Lucia J. Yparaguire | Co-Chairman of the Board | Brgy. Matagnao, Abuyog, Leyte |
| 13. Gerlyn C. Peloton | Secretary of the Board | Brgy. Matagnao, Abuyog, Leyte |
| 14. Teodora A. Baldosa | Board Member | Brgy. Matagnao, Abuyog, Leyte |
| 15. Conchita O. Alvero | Board Member | Brgy. Matagnao, Abuyog, Leyte |

This is to certify that the foregoing names are the current officers of our organization.


MELANIE A. MEMBRANO
Secretary

Attested by:


MA. LUZ P. BRAO
President



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

UPDATED LIST OF OFFICERS AND MEMBERS

As of October 2, 2025

| NAME | POSITION/DESIGNATION | ADDRESS |
|-------------------------------|--------------------------|-------------------------------|
| 1. Ma. Luz P. Brao | President | Brgy. Matagnao, Abuyog, Leyte |
| 2. Josephine P. Algura | Vice – President | Brgy. Matagnao, Abuyog, Leyte |
| 3. Milanie A. Membrano | Secretary | Brgy. Matagnao, Abuyog, Leyte |
| 4. Nilo R. Yparaguire | Asst. Secretary | Brgy. Matagnao, Abuyog, Leyte |
| 5. Neneth R. Alba | Treasurer | Brgy. Matagnao, Abuyog, Leyte |
| 6. Donna B. Juatas | Auditor | Brgy. Matagnao, Abuyog, Leyte |
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| 9. Anastacia B. Peloton | Bookkeeper | Brgy. Matagnao, Abuyog, Leyte |
| 10. Antonia B. Nierras | Business Manager | Brgy. Matagnao, Abuyog, Leyte |
| 11. Gloria R. Laher | Chairman of the Board | Brgy. Matagnao, Abuyog, Leyte |
| 12. Lucia J. Yparaguire | Co-Chairman of the Board | Brgy. Matagnao, Abuyog, Leyte |
| 13. Gerlyn C. Peloton | Secretary of the Board | Brgy. Matagnao, Abuyog, Leyte |
| 14. Teodora A. Baldosa | Board Member | Brgy. Matagnao, Abuyog, Leyte |
| 15. Conchita O. Alvero | Board Member | Brgy. Matagnao, Abuyog, Leyte |
| 16. Arleen D. Garzota | Member | Brgy. Matagnao, Abuyog, Leyte |
| 17. Gloria B. Peloton | Member | Brgy. Matagnao, Abuyog, Leyte |
| 18. Jose Jerry B. Palaña | Member | Brgy. Matagnao, Abuyog, Leyte |
| 19. Nestor G. Peloton | Member | Brgy. Matagnao, Abuyog, Leyte |
| 20. Mark Anthony R. Rosquites | Member | Brgy. Matagnao, Abuyog, Leyte |
| 21. Danilo B. Millapiz, Jr. | Member | Brgy. Matagnao, Abuyog, Leyte |
| 22. Eulogio B. Palaña | Member | Brgy. Matagnao, Abuyog, Leyte |
| 23. Leopoldo D. Tagarao | Member | Brgy. Matagnao, Abuyog, Leyte |
| 24. Fortonato C. Rupin | Member | Brgy. Matagnao, Abuyog, Leyte |

Certified True and Correct:


MELANIE A. MEMBRANO
Secretary

Attested by:


MA. LUZ P. BRAO
President



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
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EXCERPT FROM THE MINUTES OF THE MONTHLY MEETING OF MATAGNAO WOMENS FARMERS ASSOCIATION (MWFA), DATED OCTOBER 02 2025, AT THE PRINCIPAL OFFICE BARANGAY MATAGNAO, ABUYOG, LEYTE.

PRESENT: 24

| | |
|----------------------|---------------------------|
| Ma. Luz P. Brao | Teodora A. Baldosa |
| Josephine P. Algura | Conchita O. Alvero |
| Milanie A. Membrano | Arleen D. Garzota |
| Nilo R. Yparaguire | Gloria B. Peloton |
| Neneth R. Alba | Jose Jerry B. Palaña |
| Donna B. Juatas | Nestor G. Peloton |
| Margarita T. Elmido | Mark Anthony R. Rosquites |
| Dominga E. Rosquites | Danilo B. Millapiz, Jr. |
| Anastacia B. Peloton | Eulogio B. Palaña |
| Antonia B. Nierras | Leopoldo D. Tagarao |
| Gloria R. Laher | Gerlyn C. Peloton |
| Lucia J. Yparaguire | Fortunato C. Rupin |

Absent: none

CALL TO ORDER:

The meeting was call to order by the Presiding Officer at the principal office, Brgy. Matagnao, Abuyog, Leyte at exactly 2:00 o'clock in the afternoon with (24) present and opening prayer was followed and singing of the national anthem, we welcome our Visitors from Federation and Community Organizer/Volunteer, Bro. Jhun Arizo.

AGENDA FOR ORGANIZATIONAL MEETING:

1. UP DATE LIST OF OFFICERS AND MEMBERS

- Update the officers of the association
- Monthly Meeting
- Monthly Dues
- Daily Dues update
- Annual and New Member Contribution/s
- Loan Update

2. FINANCIAL REPORT

3. ACCOMPLISHMENT REPORT

4. ONE YEAR ACTIVITY/ACTION PLAN (2025)

5. DOLE (Up-date two (2) folders)

- Up dated List of Officers/Members
- Minutes of the Meeting
- Attendance
- Accomplishment Report
- Financial Report
- Transmittal

What do you call someone who is subversive?

A subversive is something or someone carrying the potential for some degree of subversion. In this context, a "subversive" is sometimes called a "**traitor**" with respect to (and usually by) the government in power.

What is a subversive person?

A subversive person is someone who secretly works to undermine, weaken, or overthrow a government, political system, or established authority, often through indirect or subtle means rather than open confrontation. The term implies an intent to destroy or weaken an established power or institution.

ARTICLE V

TERMINATION, WITHDRAWAL AND EXPULSION OF MEMBERS

- Section 1 **Termination of Membership** – Membership in the association maybe terminated other by withdrawal or expulsion.
- Section 2 **Withdrawal** – Any member desiring to terminate his/her membership by withdrawal shall submit a written application to the officers. However, no member shall be allowed to withdraw or terminate his/her membership during any period in which he/she has pending obligation with the association.
- Sections 3 **Expulsion** – Any members are maybe terminated by the officers for any of the following causes:
- a. When a member has not patronized the services of the association for unreasonable period of time as maybe fixed by the officers;
 - b. When a member has continuously failed to comply his/her obligations;
 - c. When a member has acted in violation of the by-laws.

“To remove a member for violating bylaws, first, thoroughly review your association's specific bylaws and legal requirements to understand the defined procedures. Then, gather documented evidence of the member's actions, which serves as proof of the violation and can help prevent legal complications. You must follow the procedures outlined in the bylaws, which typically involve a formal vote, often with a required majority, and providing the member an opportunity to be heard before the removal is finalized.

Here are the steps to remove a member for violating bylaws:

Consult Your Association's Bylaws:

Locate your association's governing documents (bylaws, articles of incorporation, or constitution) to find the specific rules for member removal.

Understand the procedures, including who can initiate the removal process, what constitutes a violation, and what type of vote is required.

Document the Violations:

Gather concrete evidence of the member's violations of the bylaws.

This evidence can include financial records, emails, letters, meeting minutes, or witness statements from other members or board members.

Initiate the Process:

Follow the procedures in your bylaws to officially start the removal process.

This might involve a formal notification from the board or a petition from other members.

Conduct a Meeting and Vote:

Call a meeting of the relevant governing body (e.g., the board of directors, the general assembly, or a committee) as specified in the bylaws.

Present the documented evidence to the members or directors.

The members or directors will then vote on the removal. A "simple" majority (over 50%) or a higher majority, such as three-fourths, may be required depending on your bylaws.

Provide the Member an Opportunity to be Heard:

Ensure the member has a chance to defend themselves and explain their actions.

This is a crucial step to ensure fairness and can help prevent legal challenges.

Finalize the Removal:

Once the vote is complete, the decision to remove the member should be finalized according to the procedures in the bylaws.

The decision from the governing body is often final and executory.

Remember to consider the legal ramifications of a removal and ensure all actions taken are consistent with your association's bylaws and applicable laws to avoid complications.

After the Community Organizer advises, the officers and members to follow the objectives and purpose of the association based on the Constitution and By-laws, the body approved to update the officers for the association of the following positions as follows:

President, Vice-President, Secretary, Asst. Secretary, Treasurer, Auditor, (2) P.I.O., Bookkeeper, Business Manager, Chairman of the Board, Co-Chairman of the Board, Secretary of the Board and 2 Board Members of the Association Officers.

The following persons are the officers of the Association for the various positions.

| | | |
|--------------------------|-------|----------------------|
| President | ----- | Ma. Luz P. Brao |
| Vice-President | ----- | Josephine P. Algura |
| Secretary | ----- | Milanie A. Membrano |
| Asst. Secretary | ----- | Nilo R. Yparaguire |
| Treasurer | ----- | Neneth R. Alba |
| Auditor | ----- | Donna B. Juatas |
| P.I.O. | ----- | Margarita T. Elmido |
| | ----- | Dominga E. Rosquites |
| Bookkeeper | ----- | Anastacia B. Peloton |
| Business Manager | ----- | Antonia B. Nierras |
| Chairman of the Board | ----- | Gloria R. Laher |
| Co-Chairman of the Board | ----- | Lucia J. Yparaguire |
| Secretary of the Board | ----- | Gerlyn C. Peloton |
| Board Member | ----- | Teodora A. Baldosa |
| | ----- | Conchita O. Alvero |

The Chairman announced that the forenamed persons are the officer set opposite their respective names. The President thereupon took the chair and the elected officers immediately assumed the discharge of the duties of that office. The President then stated that there were a number of organizational matters to be consider at the meeting and a number of resolutions to be adopt by the Executive Officers.

After discussion of the purposes and objectives of the association, the Chairman proposed form of Constitution and By-laws for the regulation and the management of the affairs of the Association was then presented at the meeting same as stated and the body was considered and;

Upon motion duly made and seconded, it was:

RESOLVED, that the form of Constitution and By-laws of the Association, as presented to this meeting, are hereby approved by the body as the By-laws of the Association. A copy of the By-laws directed to be insert in the Minutes Book of the Association.

RESOLVED, that the chair announce to the body for the monthly meeting, update of the monthly dues, daily dues, and new member with their membership fee and update of list of new set of officers, new and old members of the association.

That the association are strictly collect the Monthly Dues for Monthly Operational expenditure.

The officers are hereby authorized to pay or reimburse the payment of all fees and expenses incident to and necessary for the organization of this Association. The Executive Officers then considered the opening of a bank account to serve as a depository for the funds of the Association.

The chairperson announces to the body that we have a BANK ACCOUNT for the CBU contribution deposited at the **BD** Network Bank, Abuyog Branch in Real Street, Abuyog, Leyte for the proper accounting and disbursement of the CBU.

The Treasurer be authorized, empowered and directed to open another account to deposit all funds of the Association, all payable on said account to be made in the Association name signed by president and treasurer/secretary soon at the LANDBANK of the Philippines Burauen Branch in Santo Niño Street, LGU Burauen, Burauen, Leyte, in preparation for financial assistance from different government agencies.

The officers are hereby authorized to execute such resolutions (including formal Bank Resolutions), documents and other instruments as may be necessary or advisable in opening or continuing said bank account.

That the association discuss and approved during monthly meeting about the Daily Dues contribution amounting to FIVE PESOS (Php. 5.00) use for the Benefit of the Members as intended to Medical Assistance, Burial Assistance and Cash Gift. This benefit of the association implemented after ninety days (90).

That the member/s are qualified to avail this Medical Assistance (Php. 3,000.00), Burial Assistance (Php. 5,000.00) and Cash Gift (Php. 2,000.00), those members who contributed voluntarily imposed by the association the amount of Php. **5.00** a day, the total of 100% can avail the immediate member and 50% those members of the family. The said assistance member of the family can avail on Medical and Burial Assistance only.

Other Assistance – the member/s can avail any assistance base on the availability of Fund of the association.

That the chair of the association announces to the body for the Annual and New Member with their membership Contribution of ONE HUNDRED PESOS (Php. 100.00) in consideration to update the new/member are still interested or active of the association. The annual contribution intended to the expenses of the annual report at (DOLE) and the remaining use for the savings of the association.

FURTHER RESOLVED, that the officers are hereby authorize to update the financial statement of the association and whatever occur payment of all fees and expenses incident to and necessary for the organization of this Association. The Executive Officers then considered the updated financial report, loans and other collectibles funds of the Association for the transparency purposes.

Upon motion duly made and seconded, it was:

RESOLVED, that the President, Treasurer and Secretary are being authorized, empowered and directed to update the financial statement of the Association.

That the chairperson announces that our monthly meeting today we are required by the Community Organizer to update the ONE YEAR PLAN with the approval of the association.

That the chair moved to the body that our multipurpose must have a communal garden with different varieties of vegetables, etc.

That the Chairman stated that there were a number of organizational matters to be consider at the meeting and a number of resolutions to be adopted by the Executive Officers.

RESOLVED, that the presiding officer and body of the association are hereby approved for the DOLE submission of Annual Updated Report.

After consideration of the pertinent issues with regard to the expenses, loan, contribution and CBU Contribution of each member, the officers moved to continue the initial livelihood of the association. The treasurer reported to the body for the said contribution in consideration for accounting basis, on motion duly made, and seconded and unanimously carried, the following resolution was adopted.

FURTHER RESOLVED, that the presiding officer discuss to the body to execute a resolution, documents and other instruments as may be necessary or advisable for re-accreditation at the Municipality of Abuyog, Province of Leyte. That our association is and independent. Non-partisan organization and we will retain an autonomy while pursuing the advancement of the people's interest through its membership in a local special body, as stated in *DILG Memorandum Circular No. 2025-022 date March 04, 2025*.

“Article 62, Rule XIII of the Implementing Rules and Regulations of the Local Government Code of 1991 (Republic Act No. 7160) mandates local government units to promote the establishment and operation of people’s organizations, non-governmental organizations, and the private sector, to make them active partners in the pursuit of local autonomy, and to directly involve them in plans, programs, projects and activities of the local government unit, such as, but not limited to, membership in local special bodies (LSBs) and involvement in the delivery of public goods and services”

“Article 64 of the same Implementing Rules and Regulations provides for the procedures and guidelines for the selection of representatives of CSOs in the LSBs and the criteria for accreditation that shall guide the concerned Sangguniang on the accreditation of CSOs for the purpose of representation to the LSBs.”

Specifically, Article 62, Rule XIII emphasizes the following:

Partnership in Local Autonomy:

LGUs are required to foster the development of POs, NGOs, and the private sector to actively participate in local governance.

Involvement in LGU Activities:

These organizations are to be directly involved in the planning, programs, projects, and activities of the LGUs.

Membership in Local Special Bodies:

This includes participation in local special bodies (LSBs) which are committees or councils established by LGUs for specific purposes.

Delivery of Basic Services and Facilities:

POs, NGOs, and the private sector can be involved in the delivery of essential services and facilities to the community.

Joint Ventures and Cooperative Programs:

LGUs are encouraged to engage these organizations in joint ventures and cooperative programs for development.

Other Forms of Assistance:

LGUs can also provide financial and other forms of assistance to these organizations.

Preferential Treatment for Specific Groups:

The rule also highlights preferential treatment for organizations and cooperatives of marginal fishermen and for the development of cooperatives.

Participation in Infrastructure Projects:

The rule encourages the involvement of these organizations in the financing, construction, maintenance, operation, and management of infrastructure projects.

In essence, Article 62, Rule XIII seeks to institutionalize the active participation of civil society in local governance, promoting a more participatory and inclusive approach to local development.

Upon motion duly made and seconded, it was:

RESOLVED, that the presiding officer and body of the association are hereby approved for the Municipal of Abuyog/LGU re-accreditation.

That the chair announces the legal Aspect how the Machinery can Manage Properly with the following procedural:

Agricultural Harvester Machine;

- ❖ Designed to do all the harvesting operation.
- ❖ One-week reservation prior to the schedule.
- ❖ Coordinate with the Management staff of the Association.

Agricultural Tractor Machine;

- ❖ Farm tractor are used for pulling or pushing agricultural machinery or trailers, for plowing, tilling, disking, harrowing, planting, power pump for irrigating and another similar task.

- ❖ One-week reservation prior to the schedule.
- ❖ Coordinate with the Management staff of the Association.

Technical Aspect of Three [3] main Functions of Combine Harvester;

- ❖ Combine harvester commonly known as “combine” is a key invention that saves cost and time for farmers.
- ❖ Three major harvesting operations – reaping, threshing and winnowing into a single process.

Marketing Aspects:

- ❖ The [5] areas you need to make decisions about are: Product, Price, Promotion, Place and People. Although the [5] Ps are somewhat controllable, they are always subject to your internal and external marketing environment.
- ❖ The management approved that those who have a week reservation should have a fifty [50] percent down payment and the remaining fifty [50] percent the full payment after the services rendered.
- ❖ The important aspect of marketing, care about what your customers care about;
- ❖ Do not just sell to people; take the time to understand their needs and provide a solution that your competitors do not offer. This will set your marketing apart.

Operational Services:

- ❖ This machine can make your land preparation operations
- ❖ Faster and easier
- ❖ It is flexible in both dry and wet soil conditions
- ❖ Has better traction
- ❖ Multi-purpose vehicle especially for transport and hauling of farm inputs
- ❖ Recommended for large scale farm operations
- ❖ The management operation [first come priority to avail the services]
- ❖ The management must be ocular first the area before the operation.

Financial Aspect:

- ❖ The Financial Management plays a crucial role in the success and sustainability of agricultural operations. While the heart of agriculture lies in planting, nurturing, and harvesting crops, effective financial management is the backbone that ensures these operations run smoothly and profitably.
- ❖ The Financial Management system will aid in record keeping, identifying issues, and measure success by looking at the financial information of the business.

That the chairperson announces that our monthly meeting today we are required by the Community Organizer to update the grant Philmech Machineries our financial statement report in every cropping:

| Year | Projects <i>Facilities/Machinery/ Equipment</i> | Costs | Financing Source/Scheme | Brand/Model | Beneficiaries | Status | |
|------|--|--------------|----------------------------|--------------------------------|---------------|-----------|---------|
| | | | | | | Completed | Ongoing |
| 2025 | <i>Rice Combine Harvester</i> | <i>Grant</i> | DA-RCEP/Philmech | <i>Kubota DC-70 PRO PH</i> | MWFA | Completed | |
| 2024 | <i>Four Wheel Drive Tractor</i> | <i>Grant</i> | DA-RCEP/Philmech | <i>YANMAR YM-351R</i> | MWFA | Completed | |

RESOLVED, that the officers of the Association are hereby authorized to do any and all things necessary to conduct the business of the Association as set forth in the Constitution and By-laws of the Association.

THEREFORE, the association respectfully prayed and manifest unto this honorable office of the Department of Labor and Employment [DOLE] for any consideration for the approval of the male members of the association for the benefit of the members grant machineries thru Philmech under the sustainable livelihood program of the Department of Agriculture for the following facilities under the Rice Mechanization Competitiveness Enhancement Fund-Mechanization Component.

*“The **Magna Carta of Women (Republic Act 9710)** mandates substantive equality between women and men, while **Republic Act 7192** established equal access for women to clubs and associations. Together, these laws promote gender equality and empowerment, implying that women's associations should be open to men to ensure everyone has equal opportunities in nation-building and development.*

Key Laws and Policies:

The Magna Carta of Women (Republic Act 9710):

This act aims to achieve substantive equality between women and men and eliminate gender-based discrimination in all spheres of society.

Republic Act 7192 (Women in Development and Nation Building Act):

This law guarantees that women have equal access to membership in social, civic, and recreational clubs, committees, associations, and similar public-purpose organizations.

How These Laws Apply:

Promoting Equality:

Both laws reflect the state's commitment to ensuring that women and men have equal opportunities and access to resources for development.

Encouraging Inclusivity:

By mandating equal opportunities and non-discrimination, these laws support the inclusion of both men and women in gender-focused organizations, such as women's associations, to fully integrate them into nation-building.

Mandated Gender Mainstreaming:

*Government agencies are required to adopt gender mainstreaming as a strategy to implement the **Magna Carta of Women** and achieve its objectives.*

In essence, existing Philippine laws support the idea that women's associations should allow for male members as part of the broader goal of gender equality and substantive equality between men and women.”

The presiding officer and the body request from the Community Organizer to inform the Department of Labor and Employment regarding the updated beneficiaries of the RSBSA.

WHEREAS, the association members are women but the beneficiaries of the RSBSA are their husband therefore the presiding officer and member/s moved to replace the updated list of the officer/s and member/s of the association so that the RSBSA member/s be qualified to receive the benefits of the stated program below;

*“The **RSBSA**, or **Registry System for Basic Sectors in Agriculture**, provides benefits such as financial protection through crop and livestock insurance, eligibility for government programs like loans and subsidies, access to essential farm inputs like seeds and fertilizers, and participation in training and technical assistance programs. It also helps ensure reliable data for policy-making and allows for better management of risks associated with agriculture.*

Financial and Risk Management Benefits

Crop and Livestock Insurance:

RSBSA registration qualifies farmers and fisherfolk for government subsidies to cover premiums for crop, livestock, and fisheries insurance, providing financial security against losses from natural disasters, pests, and diseases.

Government Programs:

Registration is a requirement for accessing various government initiatives, including cash assistance, agricultural loans, and other support programs.

Risk Management:

The insurance and support available through RSBSA help farmers and fisherfolk better manage the risks inherent in agricultural production, fostering greater stability and confidence.

Access to Resources and Assistance

Farm Inputs and Support:

Registered individuals gain access to vital agricultural inputs such as seeds and fertilizers, as well as technical assistance, soil analysis, and livestock/poultry travel certifications.

Training and Resources:

The registry serves as a targeting mechanism for various training programs, further enhancing the skills and knowledge of agricultural sector workers.

Assistance for Key Stakeholders:

The program provides benefits not only to farmers and fisherfolk but also to farm workers, agri-youth, and other related agricultural beneficiaries.

Data and Policy Benefits

Data for Policy-Making:

The RSBSA creates a comprehensive electronic registry that provides reliable data, improving the integrity of information used by the government for implementing and formulating agricultural policies and programs.

Targeted and Efficient Programs:

By providing accurate data, the registry minimizes the duplication of efforts and ensures that programs and services are better targeted to meet the actual needs of farmers and fisherfolk.”

6. MULTIPURPOSE
7. CBU
8. Update the Constitution and By-Laws of the Association
9. LGU Re-accreditation update
10. Seed Bank Updates
11. Machinery Management procedure
12. DA/Philmech Machinery update
13. Update the DOLE for the Male Members
14. Update the List of the Beneficiaries of the RSBSA [Registry System for Basic Sectors in Agriculture]
15. **Office of the Governor/Vice-Governor Re- accreditation**
16. Other Matters

After discussion of the Monthly Meeting, the Chairman proposed to the member to approve the said AGENDA for the welfare of everybody under our rules and regulation of our Constitution and By-laws for the regulation and the management of the affairs of the Association then presented at the meeting. The said AGENDA, discussed to the body and considered and;

Upon motion duly made and seconded, it was:

RESOLVED, that the said AGENDA under our rules and regulation of our Constitution and By-laws of the Association, as presented to this meeting to the members are hereby approved and adopted by the body for the welfare of everybody in our Association. A copy of the AGENDA directed to be insert in the Minutes Book of the Association.

After discussion of the objectives of the Association, the body approved to update the officer for the association of the following positions as follows:

The community organizer acknowledges and welcome his presence during the meeting of the association and give him the floor to discuss based on the Constitution and By-laws of the association, before we proceed the Agenda.

ARTICLE III **MEMBERSHIP**

Section 3 Membership in Association, once acquired, shall be permanent and may be lost on the following grounds.

1. Membership in subversive organization or one who profess subversive ideas;
2. Habitual absences from meeting where here/his attendance is required, At least three consecutive absences without being excused;
3. Persons who have been convicted of a crime involving moral turpitude;
4. Non-payment of Monthly Dues and/or not patronizing its business for a period of one (1) year or more;
5. Failure to comply with the existing rules, policies and regulations of the association as set forth in its Constitution and By-Laws or any violations of the provision thereof.

The presiding officer notify her that anyone of the officer/s/member/s of your association and/or Membership in subversive organization or one who profess subversive ideas, therefore the Community Organizer discussed to the body what will happen the association if we have like this member of the association.

RESOLVED, that the presiding officer and body of the association are hereby approved for the office of the Governor and/or Vice-Governor re-accreditation with procedural process to follows the guidelines set by the DILG, such as Memorandum Circular No. 2022-083 and DILG Memorandum Circular No. 2025-060.

There being no further business requiring action or consideration, on motion duly made, seconded and carried, the meeting was adjourned at 4:00 o'clock in the afternoon followed the closing prayer of the Community Organizer, Bro. Jhun Arizo.

I hereby certify to the correctness of the foregoing minutes.


MELANIE A. MEMBRANO
Secretary

Approved by:


MA. LUZ P. BRAO
President



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

ATTENDANCE

Monthly Meeting
October 02, 2025 at 2:00 o'clock in the afternoon
held at Brgy. Matagnao, Abuyog, Leyte

| NAME | POSITION/DESIGNATION | SIGNATURES |
|-------------------------------|--------------------------|----------------------|
| 1. Ma. Luz P. Brao | President | <i>MLP Brao</i> |
| 2. Josephine P. Algura | Vice – President | <i>J. Algura</i> |
| 3. Milanie A. Membrano | Secretary | <i>M. Membrano</i> |
| 4. Nilo R. Yparaguire | Asst. Secretary | <i>N. Yparaguire</i> |
| 5. Neneth R. Alba | Treasurer | <i>N. Alba</i> |
| 6. Donna B. Juatas | Auditor | <i>D. Juatas</i> |
| 7. Margarita T. Elmido | PIO | <i>M. T. Elmido</i> |
| 8. Dominga E. Rosquites | PIO | <i>D. Rosquites</i> |
| 9. Anastacia B. Peloton | Bookkeeper | <i>A. B. Peloton</i> |
| 10. Antonia B. Nierras | Business Manager | <i>A. Nierras</i> |
| 11. Gloria R. Laher | Chairman of the Board | <i>G. Laher</i> |
| 12. Lucia J. Yparaguire | Co-Chairman of the Board | <i>L. Yparaguire</i> |
| 13. Gerlyn C. Peloton | Secretary of the Board | <i>G. Peloton</i> |
| 14. Teodora A. Baldosa | Board Member | <i>T. Baldosa</i> |
| 15. Conchita O. Alvero | Board Member | <i>C. O. Alvero</i> |
| 16. Arleen D. Garzota | Member | <i>A. Garzota</i> |
| 17. Gloria B. Peloton | Member | <i>G. Peloton</i> |
| 18. Jose Jerry B. Palaña | Member | <i>J. Palaña</i> |
| 19. Nestor G. Peloton | Member | <i>N. Peloton</i> |
| 20. Mark Anthony R. Rosquites | Member | <i>M. Rosquites</i> |
| 21. Danilo B. Millapiz, Jr. | Member | <i>D. Millapiz</i> |
| 22. Eulogio B. Palaña | Member | <i>E. Palaña</i> |
| 23. Leopoldo D. Tagarao | Member | <i>L. Tagarao</i> |
| 24. Fortonato C. Rupin | Member | <i>F. Rupin</i> |

Certified True and Correct:

M. Membrano
MELANIE A. MEMBRANO
Secretary

Attested by:

MLP Brao
MA. LUZ P. BRAO



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

**ACCOMPLISHMENT REPORT
January 2018 – January 2025**

| Primary Office Concerned | Program/Activity/Project | Activity | Results | Cost (Php) | Remarks |
|---------------------------------|---|--|----------------|-------------------|----------------|
| R8 HFCVI | Orientation/Constitution and By-Laws | To equip participants' with appropriate knowledge as a good Member/Leader. | | | On going |
| R8 HFCVI | DOLE Registration | | | | Completed |
| R8 HFCVI | BIR Registration | | | | completed |
| R8 HFCVI | Federation and Community Organization Induction | Induction and Fellowship | Successful | | completed |
| DA | Project Proposal | | | | On going |
| Province of Leyte | Organization Accreditation | Documentation | | | On going |
| LGU Abuyog, Leyte | Organization Renewal Accreditation | Documentation | | | On going |
| Organization | Executive and Membership Monthly Meeting | | | | On going |
| Federation | Anniversary | Thanksgiving and Induction | Successful | | Completed |

| | | | | | |
|------------------|---|------------------------------------|------------|---------------------------------------|--------------------------------------|
| Organization | Christmas Party | Thanksgiving and Fellowship | Successful | | Completed |
| Federation | Christmas Party | Thanksgiving and Fellowship | Successful | | Completed |
| Organization | Multipurpose Construction | Organization Office | | | On going |
| Organization | Communal Garden | Association Livelihood | | | On going |
| Organization | Induction of Officers | | Successful | | On going |
| Organization | Machineries Garage | | | | On going |
| | <i>Facilities/Machinery/ Equipment</i> | <i>Brand/Model</i> | | <i>Made of Acquisition</i> | <i>Condition/ Remarks</i> |
| DA-RCEP/Philmech | <i>Rice Combine Harvester</i> | <i>Kubuta DC-70 PRO PH</i> | Successful | <i>Grant</i> | <i>Running Condition</i> |
| DA-RCEP/Philmech | <i>Four Wheel Drive Tractor</i> | <i>YANMAR YM-351R</i> | Successful | <i>Grant</i> | <i>Running Condition</i> |

Certified true and Correct:

Attested by:


MA. LUZ P. BRAO
President


MELANIE A. MEMBRANO
Secretary



**MATAGNAO WOMEN'S FARMERS ASSOCIATION
(MWFA)**

Barangay Matagnao, 6510 Abuyog, Leyte
Reg. Cert. No.: RO8-WLFO-2018-01-WA-1338
January 9, 2018
Contact No.: 0912-594-1042

**FINANCIAL STATEMENT
As of July 2024 – December 2024**

| | |
|--------------------------------|--------------|
| Cash on Bank | P/ 8,000.00 |
| Cash on Hand | P/ 38,223.07 |
| FWD Tractor Maintenance Share | P/ 2,104.08 |
| Total Cash in Bank and on Hand | P/ 48,327.15 |

| | |
|----------------------------|-------------|
| Sundries Machine Operation | P/14,286.00 |
|----------------------------|-------------|

Add: Collection

| | |
|---|-----------|
| Annual Membership fee | 2,300.00 |
| Monthly Dues Contribution from [July 2024 up to December 2025] | 8,280.00 |
| FWD Tractor Savings [C1] | 46,598.06 |
| [C2] | 23,535.00 |
| CBU | 11,500.00 |

Pph.92,213.06

LESS: Expenses

| | |
|--|-----------|
| Association & Other Operational Expenses | 2,334.00 |
| FWD Tractor Fuel and Oil Expenses | 27,900.00 |
| Labor Cost | 12,694.06 |
| Per Diem | 3,185.01 |
| Office Supply | 110.00 |

Pph.46,223.07

| | |
|--------------------|----------|
| Bank Deposit (BDO) | 8,000.00 |
|--------------------|----------|

Prepared by:

Php.38,223.07

mna-aba
NENETH R. ALBA
Treasurer

Audited by:

me
DONNA B. JUATAS
Auditor

Approved by:

MA. LUZ P. BRAO
MA. LUZ P. BRAO
President