



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
January 11, 2017  
Contact No. 0975-736-0348

Item No.: 08

Date: 09 2025 DEC

December \_\_, 2025



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

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

In response to your Notice of Call for re-accreditation, kindly be informed that **BULAK KABISIG FARMERS ASSOCIATION (BKFA)**, with office address at *Barangay Bulak, Abuyog, Leyte*, would like to seek for re-accreditation by that Sangguniang Panlalawigan of Province of Leyte;

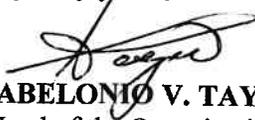
In support of this application are the following administrative requirements:

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,

  
**BABELONIO V. TAYUM**  
(Head of the Organization)



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

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Contact No. 0975-736-0348

December \_\_, 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. 0002, 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,

  
**BABELONIO V. TAYUM**  
President

## Application Form for Re-Accreditation

Name of Organization: **BULAK KABISIG FARMERS ASSOCIATION (BKFA)**  
Registered Address : *Brgy. Bulak, Abuyog, Leyte*  
Contact Number/s : 0975-736-0348 **Email Address (Optional):** \_\_\_\_\_  
Date Organized : *December 03, 2016* **Sector/s Represented:** *Farmers 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 provide 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:**  
(Check appropriate box)

**Date Registered:** *January 11, 2017*

- 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. Bulak**
- Affiliate of a larger organization (Please identify larger organization):** **Abuyog Federation**
- Others (Please specify) \_\_\_\_\_.

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

Year	Projects	Costs	Financing Source/Scheme	Beneficiaries	Status	
					Completed	Ongoing

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.

  
**BABELONIO V. TAYUM**  
President

  
**ANABELL Y. POLBO**  
Secretary



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
January 11, 2017  
Contact No. 0975-736-0348

**Board Resolution No. 0002 Series of 2025**

**A RESOLUTION SIGNIFYING INTENTION FOR ACCREDITATION and/or RE-ACCREDITATION IN THE OFFICE OF THE SANGGUNIANG 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**, **BULAK KABISIG FARMERS ASSOCIATION (BKFA)**, 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 **BULAK KABISIG FARMERS ASSOCIATION (TFA)** Special Board Meeting held at **Barangay Bulak, Abuyog, Leyte** on **November 29, 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: **BABELONIO V. TAYUM**, President and authorized representative;

**ADOPTED** unanimously by the Board Member/Board of Trustees/Directors of the **BULAK KABISIG FARMERS ASSOCIATION (BKFA)**, this **29<sup>th</sup> day of November 2025**, in the Municipality of Abuyog, Province of Leyte;

*R. Trinidad*  
**RHODORA J. TRINIDAD**  
Chairman of the Board

*Loreta I. Felizarta*  
**LORETA I. FELIZARTA**  
Co-Chairman of the Board

*Glenda J. Salang*  
**GLEND A J. SALANG**  
Secretary of the Board

*R. Felizarta*  
**RAQUEL T. FELIZARTA**  
Board Member

*M. Lagare*  
**MARIBETH B. LAGARE**  
Board Member

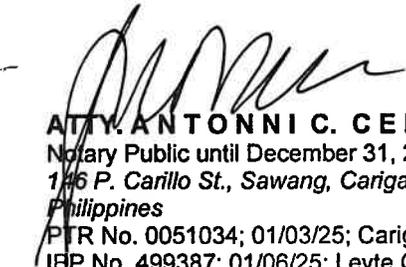
# ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)  
MUNICIPALITY OF CARIGARA } 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, **RHODORA J. TRINIDAD** – with her valid National ID No.: 4291-3405-4108-9247. To be the same persons who execute the foregoing **Board Resolution No. 0002 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 15<sup>th</sup> day of December 2025 at Carigara Leyte.

Doc. No. 68;  
Page No. 16;  
Book No. 27;  
Series of 2025;

  
**ATTY. ANTONNIC C. CERA**  
Notary Public until December 31, 2026  
146 P. Carillo St., Sawang, Carigara, Leyte,  
Philippines  
PTR No. 0051034; 01/03/25; Carigara, Leyte  
IBP No. 499387; 01/06/25; Leyte Chapter  
MCLE VII Cert.#0017562; 05/10/22  
Roll No. 51036



Republic of the Philippines  
DEPARTMENT OF LABOR AND EMPLOYMENT  
WESTERN LEYTE FIELD OFFICE  
513 Valle St., Mejia Subdivision, Ormoc City

**Registration Certificate No.  
DOLE-WLFO-2017-WA-01-1045**

**KNOW ALL MEN BY THESE PRESENTS:**

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

**BULAK KABISIG FARMERS  
ASSOCIATION (BKFA)**

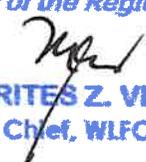
**Brgy. Bulak, Abuyog, Leyte**

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 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 11th day of January 2017.

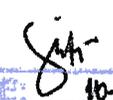
*By authority of the Regional Director:*

  
**MARITES Z. VIÑAS**  
Chief, WLFO

*Approved by:*

  
**ELIAS A. CAYANON, CESO III**  
Regional Director

**CERTIFIED XEROX COPY  
FROM THE ORIGINAL**

BY:   
DATE: 10-14-20



513 Valle St., Doña Fliza Mejia, Toog, Ormoc City, Leyte  
Tel. Nos. (053) 255-2436 & 561-4518  
Email add: dolero8\_wlfo@yahoo.com



Valid from 1 December 2015 –  
14 September 2018



*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*

*Bulak Kabisiq Farmers Association (BKFA)*

Barangay Bulak, 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 21st day of October 2025, at Abuyog, Leyte, Philippines.*

  
**DARIO P. LLEVE**  
Municipal Vice-Mayor  
Presiding Officer



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
January 11, 2017  
Contact No. 0975-736-0348

**UPDATED LIST OF OFFICERS and THEIR RESPECTIVE ADDRESSES  
(As of November 29, 2025)**

<b>NAME</b>	<b>POSITION</b>	<b>ADDRESSES</b>
1. Babelonio V. Tayum	President	Brgy. Bulak, Abuyog, Leyte
2. Rowena A. Lita	Vice – President	Brgy. Bulak, Abuyog, Leyte
3. Anabell Y. Polbo	Secretary	Brgy. Bulak, Abuyog, Leyte
4. Vilma M. Prima	Asst. Secretary	Brgy. Bulak, Abuyog, Leyte
5. Irene T. Haadlocon	Treasurer	Brgy. Bulak, Abuyog, Leyte
6. Lemuel F. Hadlocon	Auditor	Brgy. Bulak, Abuyog, Leyte
7. Amy M. Juatas	PIO	Brgy. Bulak, Abuyog, Leyte
8. Gina S. Felizarta	PIO	Brgy. Bulak, Abuyog, Leyte
9. Pablita A. Prima	Bookkeeper	Brgy. Bulak, Abuyog, Leyte
10. Zaldy R. Apdo	Business Manager	Brgy. Bulak, Abuyog, Leyte
11. Rhodora Juatas Trinidad	Chairman of the Board	Brgy. Bulak, Abuyog, Leyte
12. Loreta I. Felizarta	Co-Chairman of the Board	Brgy. Bulak, Abuyog, Leyte
13. Glenda J. Salang	Secretary of the Board	Brgy. Bulak, Abuyog, Leyte
14. Raquel T. Felizarta	Board Member	Brgy. Bulak, Abuyog, Leyte
15. Maribeth B. Lagare	Board Member	Brgy. Bulak, Abuyog, Leyte

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

  
**ANABELL Y. POLBO**  
Secretary

Approved by:  
  
**BABELONIO V. TAYUM**  
President



**BULAK KABISIG FARMERS ASSOCIATION  
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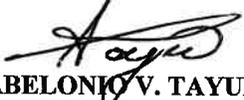
**UPDATED LIST OF OFFICERS AND MEMBERS  
(As of November 29, 2025)**

Position	Name	Addresses	Contact Nos.	Occupation
President	1. Babelonio V. Tayum	Brgy. Bulak, Abuyog, Leyte		Farmer
Vice – President	2. Rowena A. Lita	Brgy. Bulak, Abuyog, Leyte	09071113810	Farmer
Secretary	3. Anabell Y. Polbo	Brgy. Bulak, Abuyog, Leyte		Farmer
Asst. Secretary	4. Vilma M. Prima	Brgy. Bulak, Abuyog, Leyte		Farmer
Treasurer	5. Irene T. Haadlocon	Brgy. Bulak, Abuyog, Leyte		Farmer
Auditor	6. Lemuel F. Hadlocon	Brgy. Bulak, Abuyog, Leyte		Farmer
PIO	7. Amy M. Juatas	Brgy. Bulak, Abuyog, Leyte		Farmer
PIO	8. Gina S. Felizarta	Brgy. Bulak, Abuyog, Leyte		Farmer
Bookkeeper	9. Pablita A. Prima	Brgy. Bulak, Abuyog, Leyte		Farmer
Business Manager	10. Zaldy R. Apdo	Brgy. Bulak, Abuyog, Leyte		Farmer
Chairman of the Board	11. Rhodora J. Trinidad	Brgy. Bulak, Abuyog, Leyte		Farmer
Co-Chairman of the Board	12. Loreta I. Felizarta	Brgy. Bulak, Abuyog, Leyte		Farmer
Secretary of the Board	13. Glenda J. Salang	Brgy. Bulak, Abuyog, Leyte		Farmer
Board Member	14. Raquel T. Felizarta	Brgy. Bulak, Abuyog, Leyte		Farmer
Board Member	15. Maribeth B. Lagare	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	16. Gene T. Rapales	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	17. Josefa C. Haguimet	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	18. John Peter A. Prima	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	19. Teresita H. Medico	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	20. Mauro J. Adoracion	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	21. Rolando R. Apdo	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	22. Rolando A. Tayum	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	23. Ernesto E. Canales	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	24. Norma A. Tayum	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	25. Evelyn R. Felizarta	Brgy. Bulak, Abuyog, Leyte		Farmer
Member	26. Gracela M. Juatas	Brgy. Bulak, Abuyog, Leyte		Farmer

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

  
**ANABELL Y. POLBO**  
Secretary

Approved by:

  
**BABELONIO V. TAYUM**  
President



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

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**EXCERPT FROM THE MINUTES OF THE MONTHLY MEETING OF BULAK KABISIG FARMERS ASSOCIATION (BKFA), DATED NOVEMBER 29, 2025, AT THE PRINCIPAL OFFICE BARANGAY BULAK, ABUYOG, LEYTE.**

PRESENT: 26

Rowena A. Lita	Josefa C. Haguimet
Babelonio V. Tayum	Glenda J. Salang
Vilma M. Prima	Loreta I. Felizarta
Anabell Y. Polbo	Jhon Peter I. Prima
Irenea T. Hadlocon	Teresita H. Medico
Lemuel F. Hadlocon	Ernesto E. Canales
Amy M. Juatas	Norma L. Tayum
Gina S. Felizarta	Raquel T. Felizarta
Maribeth B. Lagare	Rolando R. Apdo
Zaldy R. Apdo	Maribeth B. Lagare
Pablita A. Prima	Rolando A. Tayum
Evelyn R. Felizarta	Gene T. Rapales
Rhodora Juatas Trinidad	Mauro J. Adoracion

Absent: None

**CALL TO ORDER:**

The meeting was call to order by the Presiding Officer at the principal office, Brgy. Bulak, Abuyog, Leyte at exactly 4:00 o'clock in the afternoon with (26) present. Opening prayer was followed and singing of the national anthem. Right after the prayer and national anthem, we welcome our Visitors from Federation and Community Organizer/Volunteer, Bro. Jhun Arizo and company.

**AGENDA FOR ORGANIZATIONAL COMMUNITY VISITATION:**

**1. UP DATE LIST OF OFFICERS AND MEMBERS**

- Monthly Meeting
- Monthly Dues
- Daily Dues
- Annual and New Member Contribution/s

**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

6. MULTIPURPOSE – repair the stated construction for the association office
7. Livelihood – Backyard [Katay]
8. CBU
9. Update the Constitution and By-Laws of the Association
10. LGU Re-accreditation
11. **Office of the Governor/Vice-Governor Re- accreditation**
12. Other Matters

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.

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.

**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.

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

After the Community Organizer advices, 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	-----	Babelonio V. Tayum
Vice-President	-----	Rowena A. Lita
Secretary	-----	Anabell Y. Polbo
Asst. Secretary	-----	Vilma M. Prima
Treasurer	-----	Irenea T. Haadlocon
Auditor	-----	Lemuel F. Hadlocon
P.I.O.	-----	Amy M. Juatas
	-----	Gina S. Felizarta
Bookkeeper	-----	Pablita A. Prima
Business Manager	-----	Zaldy R. Apdo
Chairman of the Board	-----	Rhodora J. Trinidad
Co-Chairman of the Board	-----	Loreta I. Felizarta
Secretary of the Board	-----	Glenda J. Salang
Board Member	-----	Raquel T. Felizarta
	-----	Maribeth B. Lagare

**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 and old member 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 Treasurer be authorized, empowered and directed to open an account with and 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 assembly 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 assembly 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.

The community organizer follow-up the construction repair of association multipurpose with communal vegetable garden.

The community organizer discusses the previous livelihood backyard [katay] of the association to start over again with their CBU contribution with a minimum of five hundred pesos [P/500.00] equivalent to one [1] share.

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 accreditation.

After consideration of the pertinent issues with regard to the expenses and loan of each member of the organization and accounting basis, on motion duly made, and seconded and unanimously carried, the following resolution was adopted:

**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.

**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.

There being no further business requiring action or consideration, on motion duly made, seconded and carried, the meeting was adjourned at 6:00 o'clock in the evening followed the closing prayer of the Community Organizer, Bro. Jhun Arizo.

I hereby certify to the correctness of the foregoing minutes.

  
ANABELLA Y. POLBO  
Secretary

Approved by:

  
BABELONIO V. TAYUM  
President



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
January 11, 2017  
Contact No. 0975-736-0348

**ATTENDANCE SHEET  
NOVEMBER 29 2025**

NAME	POSITION/DESIGNATION	SIGNATURES
1. Babelonio V. Tayum	President	
2. Rowena A. Lita	Vice – President	
3. Anabell Y. Polbo	Secretary	
4. Vilma M. Prima	Asst. Secretary	
5. Irene T. Haadlocon	Treasurer	
6. Lemuel F. Hadlocon	Auditor	Lemuel F. Hadlocon
7. Amy M. Juatas	PIO	
8. Gina S. Felizarta	PIO	
9. Pablita A. Prima	Bookkeeper	
10. Zaldy R. Apdo	Business Manager	
11. Rhodora J. Trinidad	Chairman of the Board	R. Trinidad
12. Loreta I. Felizarta	Co-Chairman of the Board	Loreta I. Felizarta
13. Glenda J. Salang	Secretary of the Board	
14. Raquel T. Felizarta	Board Member	
15. Maribeth B. Lagare	Board Member	M. Lagare
16. Gene T. Rapales	Member	G. Rapales
17. Josefa C. Haguimet	Member	Josyfac Haguimet
18. John Peter A. Prima	Member	
19. Teresita H. Medico	Member	T. Medico
20. Mauro J. Adoracion	Member	M. Adoracion
21. Rolando R. Apdo	Member	R. A.
22. Rolando A. Tayum	Member	R. Tayum
23. Ernesto E. Canales	Member	
24. Norma A. Tayum	Member	N. T.
25. Evelyn R. Felizarta	Member	Evelyn
26. Gracela M. Juatas	Member	G. Juatas

*Certified true and Correct:*

**ANABELL Y. POLBO**  
Secretary

Attested by:

**BABELONIO V. TAYUM**  
President

**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
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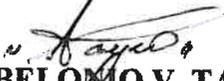
**ACCOMPLISHMENT REPORT  
September 2017 – December 2024**

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
Association	DOLE Annual Update				On going
Association	BIR Update				On going
LGU, Abuyog, Leyte	Municipal Accreditation				On going
DA	Project Proposal				On going
Province of Leyte	Organization Accreditation	Documentation			On going
Organization	Monthly Meeting				On going
Abuyog Federation	Annual Visitation				On going
Association	Multipurpose Re-construction				On going
Association	Planning of Sustainable Livelihood				On going
DTI	Root Crops Food Processing Seminar				completed

We hereby certify to the correctness of the above information.

  
**ANABELLE B. POLBO**  
*Secretary*

Approved by:

  
**BABELONIO V. TAYUM**  
*President*



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
January 11, 2017  
Contact No. 0975-736-0348  
Contact No. 09071113810

**FINANCIAL STATEMENT  
January 2017 – September 2022**

<b>Cash in Bank</b>	<b>P/ _____</b>
<b>Cash on Hand</b>	<b>P/ 7,905.00</b>
<b>Total Cash in Bank and on Hand</b>	<b>P/ 7,905.00</b>
<b>Collectibles</b>	<b>P/ 30,000.00</b>

**Add: Collection**

<i>Membership fee</i>	<i>5,000.00</i>
<i>Monthly Dues Contribution</i>	<i>4,875.00</i>
<i>Cash Donation/s</i>	<i>2,000.00</i>
<i>CBU (30.00 each member)</i>	<i>1,110.00</i>
<i>Livelihood (boar &amp; breeding)</i>	<i>35,171.00</i>

**P/ 48,066.00**

**LESS: Expenses**

<i>DOLE &amp; Other Expenses</i>	<i>3,052.00</i>
<i>BIR &amp; Other Expenses</i>	<i>1,428.00</i>
<i>Induction</i>	<i>1,363.00</i>
<i>Xerox, USB and other Documents</i>	<i>3,107.00</i>
<i>SEC Registration (Contribution)</i>	<i>479.00</i>
<i>Multipurpose Construction</i>	<i>9,651.00</i>
<i>Feeds</i>	<i>18,081.00</i>
<i>Initial Payment (boar/fattening)</i>	<i>3,000.00</i>

**P/40,161.00**

*Prepared by:*

*Irene T. Hadlocon*  
**IRENEA T. HADLOCON**  
Treasurer

*Audited by:*

*M. Lagare*  
**MARIBETH B. LAGARE**  
Auditor

*Approved by:*

*Babelonio V. Tayum*  
**BABELONIO V. TAYUM**  
President



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
January 11, 2017  
Contact No. 0975-736-0348

**FINANCIAL STATEMENT  
January 2022 – January 2024**

Cash in Bank	P/ _____
Cash on Hand (2022)	P/ 7,905.00
Cash on Hand	P/ 8,073.26
Total Cash in Bank and on Hand	P/ 15,978.26

Collectibles (2022)	P/ 30,000.00
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**Add: Collection**

Annual Dues	2,700.00
Monthly Dues Contribution	6,720.00
CBU	14,000.00
	-----

**P/23,420.00**

**LESS: Expenses**

Members Sharing	8,989.74
Association and Other Expenses	6,357.00
	-----

**P/15,346.74**

*Prepared by:*

*Hadlocon*  
**IRENEA T. HADLOCON**  
Treasurer

*Audited by:*

*M. Lagare*  
**MARIBETH B. LAGARE**  
Auditor

*Approved by:*

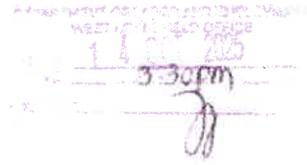
*Tayum*  
**BABELONIO V. TAYUM**  
President



**BULAK KABISIG FARMERS ASSOCIATION  
(BKFA)**

Barangay Bulak, 6510 Abuyog, Leyte  
REG. CERT. NO.: DOLE-WLFO-2017-WA-01-1045  
January 11, 2017  
Contact No. 0975-736-0348

October 13, 2025



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

Dear Sir/Ma'am:

I, **BABELONIO V. TAYUM**, of legal age, Filipino and resident of Barangay Bulak, Abuyog, Leyte, after having duly **CERTIFY** to in accordance with law, hereby depose and state that:

I am the undersigned authorized representative of **BULAK KABISIG FARMERS ASSOCIATION (BKFA)**, with principal office address at Brgy. Bulak, Abuyog, Leyte, which I am the new elected President of the said organization;

As authorized registering agency, your good office was received this organization and approved dated 11<sup>th</sup> day January 2017, with REG. CERT. NO. DOLE-WLFO-2017-WA-01-1045.

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 Application for Accreditation at DA-RCEP/Philmech of **BULAK KABISIG FARMERS ASSOCIATION (BKFA)**;), with principal office address at Brgy. Bulak, Abuyog, Leyte. For the proposal request at the **PHILIPPINE CENTER FOR POSTHARVEST DEVELOPMENT AND MECHANIZATION THRU THE RICE COMPETITIVENESS ENHANCEMENT FUND-MECHANIZATION COMPONENT**.

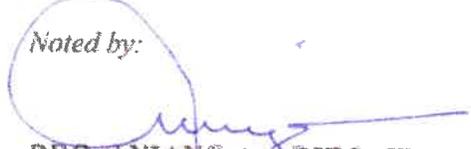
That I, authorize **BRO. ANIANO A. ARIZO, JR.**, our Community Organizer/Volunteer and Chairman of the Board of Abuyog Leyte Integrated Agricultural and Fisher Folks Federation, Inc., to process, sign, receive, pick-up the certified copy of the **CERTIFICATE OF REGISTRATION** in our behalf and for whatever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

Thank you so much for your kind consideration on the matter.

Sincerely,

  
**BABELONIO V. TAYUM**  
President

Noted by:

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