



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
Contact No. 0905-276-1938

Item No.: 09

Date: 09 2025 DEC

November __, 2025

**Sangguniang Panlalawigan
Province of Leyte
RECEIVED**

Date: DEC 9 2025
By: [Signature]

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 **BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA)**, with office address at ***Barangay Burubud-an, 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,


NORIVY L. ALMORIN
(Head of the Organization)



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
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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. 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,

NORIVY L. ALMORIN
President

Application Form for Re-Accreditation

Name of Organization: **BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA)**
Registered Address : *Brgy. Burubud-an, Abuyog, Leyte*
Contact Number/s : 09944120346 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 providing 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 11, 2017*

(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 [Name of LGU]

Year	Projects <i>Facilities/Machinery/ Equipment</i>	Costs	Financing Source/Scheme	Brand/Model	Beneficiaries	Status	
						Completed	Ongoing
2025	<i>1 Unit Harvester</i>	<i>Grant</i>	DA-RCEP/Philmech	<i>Kubota DC-70 PRO PH</i>	BVFA	<i>Completed</i>	
2024	<i>1 Unit Tractor</i>	<i>Grant</i>	DA-RCEP/Philmech	<i>YANMAR YM-351R</i>	BVFA	<i>Completed</i>	

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.



NORIVY L. ALMORIN
President



MARIFE P. JUATAS
Secretary



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
Contact No. 0905-276-1938

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, **BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA)**, 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 **BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA)** Special Board Meeting held at **Barangay Burubud-an, Abuyog, Leyte** on **November 27, 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, Leyte;

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

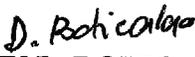
RESOLVE FURTHERMORE, that the following representative/s of the Organization is/are authorized and directed to take any action necessary to effectuate the foregoing resolution:
NORIVY L. ALMORIN, President and authorized representative;

ADOPTED unanimously by the Board Member/Board of Trustees/Directors of the **BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA)**, this **27th day of November 2025**, in the [Province/City/Municipality of Abuyog Local Government Unit [LGU];


HEIDE S. DEJARME
Chairman of the Board


MARK BRYAN E. MONZOR
Co-Chairman of the Board


ALMA J. ETRATA
Secretary of the Board


DANNY L. BOTICALAO
Board Member


JOSEPHINE T. ANTOC
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, **HEIDE S. DEJARME** – with his valid National ID No. 5187-2810-4692-5065. 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 30th day of November 2025 at Carigara Leyte.

Doc. No. 67...;
Page No. 15...;
Book No. 27...;
Series of 2025;


ATTY. ANTONNI 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-01-1048**

KNOW ALL MEN BY THESE PRESENTS:

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

**BURUBUD-AN VENTURES FARMERS
 ASSOCIATION (BVFA)**

Brgy. Burubud-an, 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:



MZV
 MARITES Z. VIÑAS
 Chief, WLFO

Approved by:

EAC
 ELIAS A. CAYANONG, CESO III
 Regional Director

CERTIFIED XEROX COPY
 FROM THE ORIGINAL
 BY: *J*
 DATE: 10-14-18

513 Valle St., Doña Fitzz 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



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
Contact No. 0905-276-1938

October 13, 2025

DEPARTMENT OF LABOR AND EMPLOYMENT
WESTERN LEYTE FIELD OFFICE

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

Dear Sir/Ma'am:

I, **NORIVY L. ALMORIN**, of legal age, Filipino and resident of Barangay Burubud-an, Abuyog, Leyte, after having duly **CERTIFY** to in accordance with law, hereby depose and state that:

I am the undersigned authorized representative of **BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA)**, with principal office address at Brgy. Burubud-an, 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 11, 2017, with Registration Certificate No. **REG. CERT. NO.: WLFO-2017-WA-01-1048**

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

1. Certified copy of the **CERTIFICATE OF REGISTRATION**, needed for re-accreditation - **RICE COMPETITIVENESS ENHANCEMENT FUND (RCEF)** at **DEPARTMENT OF AGRICULTURE** of **BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA)**, with principal office address at Brgy. Burubud-an, 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,

NORIVY L. ALMORIN
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

Burubud-an Ventures Farmers Association (BVFA)

Barangay Burubud-an, 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 R. LLEVE
Municipal Vice-Mayor
Presiding Officer



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
Contact No. 0905-276-1938

**UPDATED LIST OF OFFICERS
As of October 02, 2025**

NAME	POSITION/DESIGNATION	ADDRESS
1. Norivy L. Almorin	President	Brgy. Burubud-an, Abuyog, Leyte
2. Richard M. Cruzada	Vice – President	Brgy. Burubud-an, Abuyog, Leyte
3. Marife P. Juatas	Secretary	Brgy. Burubud-an, Abuyog, Leyte
4. Rea S. Yamson	Asst. Secretary	Brgy. Burubud-an, Abuyog, Leyte
5. Rachel C. Roa	Treasurer	Brgy. Burubud-an, Abuyog, Leyte
6. Evelyn P. Antoc	Auditor	Brgy. Burubud-an, Abuyog, Leyte
7. Rodclar C. Beloy	PIO	Brgy. Burubud-an, Abuyog, Leyte
8. Torrence Llyod C. Rosales	PIO	Brgy. Burubud-an, Abuyog, Leyte
9. Rhea M. Docot	Bookkeeper	Brgy. Burubud-an, Abuyog, Leyte
10. Argy A. Monzor	Business Manager	Brgy. Burubud-an, Abuyog, Leyte
11. Heide S. Dejarme	Chairman of the Board	Brgy. Burubud-an, Abuyog, Leyte
12. Mark Bryan E. Monzor	Co-Chairman of the Board	Brgy. Burubud-an, Abuyog, Leyte
13. Alma J. Etrata	Secretary of the Board	Brgy. Burubud-an, Abuyog, Leyte
14. Danny L. Boticalao	Board Member	Brgy. Burubud-an, Abuyog, Leyte
15. Josephine T. Antoc	Board Member	Brgy. Burubud-an, Abuyog, Leyte

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


MARIFE P. JUATAS
Secretary

Attested by:


NORIVY L. ALMORIN
President



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
Contact No. 0905-276-1938

**UPDATED LIST OF OFFICERS AND MEMBERS
As of October 02, 2025**

NAME	POSITION/DESIGNATION	ADDRESS
1. Norivy L. Almorin	President	Brgy. Burubud-an, Abuyog, Leyte
2. Richard M. Cruzada	Vice – President	Brgy. Burubud-an, Abuyog, Leyte
3. Marife P. Juatas	Secretary	Brgy. Burubud-an, Abuyog, Leyte
4. Rea S. Yamson	Asst. Secretary	Brgy. Burubud-an, Abuyog, Leyte
5. Rachel C. Roa	Treasurer	Brgy. Burubud-an, Abuyog, Leyte
6. Evelyn P. Antoc	Auditor	Brgy. Burubud-an, Abuyog, Leyte
7. Rodclar C. Beloy	PIO	Brgy. Burubud-an, Abuyog, Leyte
8. Torrence Llyod C. Rosales	PIO	Brgy. Burubud-an, Abuyog, Leyte
9. Rhea M. Docot	Bookkeeper	Brgy. Burubud-an, Abuyog, Leyte
10. Argy A. Monzor	Business Manager	Brgy. Burubud-an, Abuyog, Leyte
11. Heide S. Dejarme	Chairman of the Board	Brgy. Burubud-an, Abuyog, Leyte
12. Mark Bryan E. Monzor	Co-Chairman of the Board	Brgy. Burubud-an, Abuyog, Leyte
13. Alma J. Etrata	Secretary of the Board	Brgy. Burubud-an, Abuyog, Leyte
14. Danny L. Boticalao	Board Member	Brgy. Burubud-an, Abuyog, Leyte
15. Josephine T. Antoc	Board Member	Brgy. Burubud-an, Abuyog, Leyte
16. Josephine M. Cruzada	Member	Brgy. Burubud-an, Abuyog, Leyte
17. Warren B. Zarzua	Member	Brgy. Burubud-an, Abuyog, Leyte
18. Marilyn A. Alvero	Member	Brgy. Burubud-an, Abuyog, Leyte
19. Ma. Lelo T. Reas	Member	Brgy. Burubud-an, Abuyog, Leyte
20. Nilo U. Millan	Member	Brgy. Burubud-an, Abuyog, Leyte
21. Regine C. Pacayra	Member	Brgy. Burubud-an, Abuyog, Leyte
22. Eddie D. Mantilla	Member	Brgy. Burubud-an, Abuyog, Leyte
23. Francisco T. Abelgos	Member	Brgy. Burubud-an, Abuyog, Leyte
24. Raul C. Rosales	Member	Brgy. Burubud-an, Abuyog, Leyte
25. Romnick D. Beloy	Member	Brgy. Burubud-an, Abuyog, Leyte
26. Loreto A. Oring	Member	Brgy. Burubud-an, Abuyog, Leyte
27. Jeannie Els H. Wales	Member	Brgy. Burubud-an, Abuyog, Leyte
28. Alma C. Bersano	Member	Brgy. Burubud-an, Abuyog, Leyte
29. Pablo L. Beloy	Member	Brgy. Burubud-an, Abuyog, Leyte
30. Lydia A. Hinunangan	Member	Brgy. Burubud-an, Abuyog, Leyte

31. Anna Marie P. Dela Cerna	Member	Brgy. Burubud-an, Abuyog, Leyte
32. Rowena A. Nitro	Member	Brgy. Burubud-an, Abuyog, Leyte
33. Antonio B. Guarte	Member	Brgy. Burubud-an, Abuyog, Leyte

Certified True and Correct:


MARIFE C. JUATAS
Secretary

Attested by:


NORIVY L. ALMORIN
President



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
Contact No. 0905-276-1938

EXCERPT FROM THE MINUTES OF THE MONTHLY MEETING OF BURUBUD-AN VENTURES FARMERS ASSOCIATION (BVFA), DATED OCTOBER 02 2025, AT THE PRINCIPAL OFFICE BARANGAY BURUBUD-AN, ABUYOG, LEYTE.

PRESENT: 33

Norivy L. Almorin	Warren B. Zarzua	Antonio B. Guarte
Richard M. Cruzada	Marilyn A. Alvero	
Marife P. Juatas	Ma. Lelo T. Reas	
Rea S. Yamson	Nilo U. Millan	
Rachel C. Roa	Regine C. Pacayra	
Evelyn P. Antoc	Eddie D. Mantilla	
Rodclar C. Beloy	Francisco T. Abelgos	
Torrence Llyod C. Rosales	Raul C. Rosales	
Rhea M. Docot	Romnick D. Beloy	
Argy A. Monzor	Loreto A. Oring	
Heide S. Dejarme Jeannie	Els H. Wales	
Mark Bryan E. Monzor	Alma C. Bersano	
Alma J. Etrata	Pablo L. Beloy	
Danny L. Boticalao	Lydia A. Hinunangan	
Josephine T. Antoc	Anna Marie P. Dela Cerna	
Josephine M. Cruzada	Rowena A. Nitro	

Absent: none

CALL TO ORDER:

The meeting was call to order by the Presiding Officer at the principal office, Brgy. Burubud-an, Abuyog, Leyte at exactly 10:00 o'clock in the morning with (33) 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

THEREFORE, there is no objection the nomination and election of the stated position was unanimously granted.

Two candidates were nominated:

1. Nilo U. Millan and
2. Argy A. Monzor

The candidate got the highest votes, no other than Mr. Argy A. Monzor, the new elected Business Manager of the Association.

After proclamation of the winner, the Community Organizer advice 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	-----	Norivy L. Almorin
Vice-President	-----	Richard M. Cruzada
Secretary	-----	Marife P. Juatas
Asst. Secretary	-----	Rea S. Yamson
Treasurer	-----	Rachel C. Roa
Auditor	-----	Evelyn P. Antoc
P.I.O.	-----	Rodclar C. Beloy
	-----	Torrence Llyod C. Rosales
Bookkeeper	-----	Rhea M. Docot
Business Manager	-----	Argy A. Monzor
Chairman of the Board	-----	Heide S. Dejarme
Co-Chairman of the Board	-----	Mark Bryan E. Monzor
Secretary of the Board	-----	Alma J. Etrata
Board Member	-----	Danny L. Boticalao
	-----	Josephine T. Antoc

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 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.

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 community organizer evaluates the financial status of the Association since January 2022 up to December 2023, are lacking therefore the organizer moved to update the financial stability thru their contribution and the machineries proceeds since the association received from **THE PHILIPPINE CENTER FOR POSTHARVEST DEVELOPMENT AND MECHANIZATION THRU THE RICE COMPETITIVENESS ENHANCEMENT FUND-MECHANIZATION COMPONENT**.

That the chair of the association replied the findings of the organizer of the status of the financial statement of the association how to update and moved to the body their Annual and New Member 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 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.
- ❖ Tree 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.

	<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>Kubota 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>

The Community organizer update the status of their **Multipurpose, Garage of the Machineries and communal garden** of the association.

The organizer requested the association to start their livelihood.

After consideration of the pertinent issues with regards to the initial livelihood of the association, on motion duly made, and seconded and unanimously carried, the following resolution was adopted.

The body moved the legal authority as representative of the management of the association headed by **MS. NORIVY L. ALMORIN** appointed/elected and approved by the body/members of the association.

- Minutes of the Meeting
- Attendance
- Accomplishment Report
- Financial Report
- Transmittal

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. 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 VI **GOVERNMENT**

Section 11 **Qualification and Disqualification of Officers** – All members entitled to vote, who have time and willingness to serve are qualified to be voted as officers, except those under the following circumstances which disqualify them to be voted upon the position officers or to continue as such.

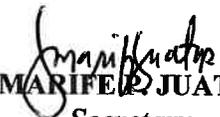
- a. **Holding any elective position in the government;**
- b. Having conflicting interest with the business of the association;
- c. Having absent for three consecutive officers meeting without being excused;
- d. Being full time employee of the association;
- e. Having been convicted of any crime involving moral turpitude, gross negligence, for gross misconduct in the performance of his/her duties if found culpable on any administrative case involving such offense;
- f. Facing as respondents for defending on administrative proceedings or civil/criminal suits involving financial and/or property accountability, and
- g. Having been disqualified pursuant to disqualification prescribed by law.

The presiding officer notify her that one of the officers of your association is elected official of the barangay, therefore the Community Organizer moved for replacement and elect for the newly officer for the said position as business manager of the association.

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 1:00 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.


MARIFE P. JUATAS
Secretary

Approved by:


NORIVY L. ALMORIN
President



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

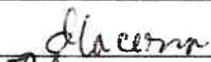
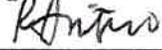
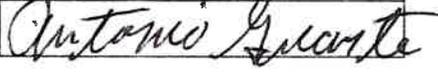
Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
Contact No. 0905-276-1938

ATTENDANCE

Monthly Meeting

**October 02, 2025 at 10:00 o'clock in the Morning
held at Brgy. Burubud-an, Abuyog, Leyte**

NAME	POSITION/DESIGNATION	SIGNATURES
1. 1. Norivy L. Almorin	President	
2. Richard M. Cruzada	Vice – President	
3. Marife P. Juatas	Secretary	
4. Rea S. Yamson	Asst. Secretary	
5. Rachel C. Roa	Treasurer	
6. Evelyn P. Antoc	Auditor	
7. Rodclar C. Beloy	PIO	
8. Torrence Llyod C. Rosales	PIO	
9. Rhea M. Docot	Bookkeeper	
10. Argy A. Monzor	Business Manager	
11. Heide S. Dejarne	Chairman of the Board	
12. Mark Bryan E. Monzor	Co-Chairman of the Board	
13. Alma J. Etrata	Secretary of the Board	
14. Danny L. Boticalao	Board Member	
15. Josephine T. Antoc	Board Member	
16. Josephine M. Cruzada	Member	
17. Warren B. Zarzua	Member	
18. Marilyn A. Alvero	Member	
19. Ma. Lelo T. Reas	Member	
20. Nilo U. Millan	Member	
21. Regine C. Pacayra	Member	
22. Eddie D. Mantilla	Member	
23. Francisco T. Abelgos	Member	
24. Raul C. Rosales	Member	
25. Romnick D. Beloy	Member	
26. Loreto A. Oring	Member	
27. Jeannie Els H. Wales	Member	
28. Alma C. Bersano	Member	
29. Pablo L. Beloy	Member	

30. Lydia A. Hinunangan	Member	
31. Anna Marie P. Dela Cerna	Member	
32. Rowena A. Nitro	Member	
33. Antonio B. Guarte	Member	

Certified True and Correct:


MARIFE H. JUATAS
Secretary

Attested by:


NORIVY L. ALMORIN
President



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
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**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				On-going
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
	Facilities/Machinery/ Equipment	Brand/Model		Made of Acquisition	Condition/ Remarks
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:

Marife Juatas
MARIFE B. JUATAS
 Secretary

Attested by:



NORIVY L. ALMORIN
 President



**BURUBUD-AN VENTURES FARMERS ASSOCIATION
(BVFA)**

Brgy. Burubud-an, Abuyog, Leyte
REG. CERT. NO. WLFO-2017-WA-01-1048
January 11, 2017
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FINANCIAL STATEMENT
As of January 2024 – December 2024

Cash on Bank	P/ _____
Cash on Hand	P/ 38,870.00
Total Cash in Bank and on Hand	P/ 38,870.00

Add: Collection

<i>Annual Membership fee</i>	<i>3,100.00</i>
<i>Monthly Dues Contribution</i>	<i>7,440.00</i>
<i>FWD Tractor Savings</i>	<i>14,195.00</i>
<i>CBU</i>	<i>31,000.00</i>

Pph.55,735.00

LESS: Expenses

<i>Association & Other Operational Expenses</i>	<i>6,865.00</i>
<i>FWD Tractor Transport Expenses</i>	<i>10,000.00</i>

Pph.16,865.00

Prepared by:


RACHEL C. ROA
Treasurer

Audited by:


EVELYN P. ANTOC
Auditor

Approved by:


NORIVY L. ALMORIN
President