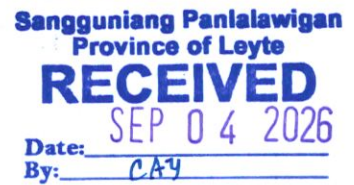


Annex D: Letter of Application

June 08, 2026



Vice Governor Leonardo Javier Jr.

Presiding Officer, Sangguniang Panlalawigan

Provincial Government of Leyte

Province of Leyte

Dear Vice Governor Leonardo Javier Jr:

In response to your notice of Call for Accreditation, kindly be informed that

St. Benedict Agricultural Workers Association, with office address at Brgy Lingayon Alangalang, Leyte, would like to seek accreditation by the Sangguniang Panlalawigan.

In support of this application are the following administrative requirements:

1. Duly accomplished Application Form for Accreditation;
2. Duly approved Board Resolution signifying intention for accreditation for the purpose of representation in the local special body;
3. Certificate of Registration issued by the DOLE;
4. List of Current Officers;
5. CY 2026 Minutes of the Annual Meeting
6. CY 2026 Annual accomplishment Report; and
7. CY 2026 Financial Statement

Thank you.

Sincerely,

Reynaldo G. Peña

President

APPLICATION FORM FOR ACCREDITATION

Name of Organization: St. Benedict Agricultural Workers Association

Address: Brgy. Lingayon, Alangalang, Leyte

Contact No.: 09602951020

Date Organized: January 22, 2026

Purposes/Objectives:

- To promote the moral, social and economic well-being of all its members
- To develop a sustainable livelihood through the conduct of activities with the aim of uplifting the economic status of the members
- To engage in the production, procurement, marketing business, processed and processing equipment's.
- To establish linkages with government agencies, private institutions, and other organizations
For technical, financial and market support.

Services that the organization provides or can participates in:

- Conduct of agricultural training, seminars, and workshops to enhance members technical and entrepreneurial skills.
- Coordination with government agencies and private institutions for agricultural support programs, grants, and capacity-building assistance.
- Promotion of environmental sustainability and responsible farming practices among members and partner communities.

Registering Agency:

Date Registered: May 14,2026

- / / Securities and Exchange Commission {SEC}
- / / Cooperative Development Authority {CDA}

- / x/ Department of Labor and Employment {DOLE}
- / / Department of Human Settlements and Urban Development {DHSUD}, formerly the Housing and Land Use Regulatory Board {HLURB}
- / / National Commission on Indigenous Peoples {NCIP}

Accrediting Agency:

Date Accredited:

- / / Commission on Population and Development {POPCOM}
- / / Philippine Drug Enforcement Agency {PEDEA}
- / / Department of Labor and Employment {DOLE}
- / / Others {specify}

Organizational Level:

- /x / Barangay-level
- / / Chapter
- / / affiliate of a larger organization {identify organization}:_____
- / / Other {specify}:_____

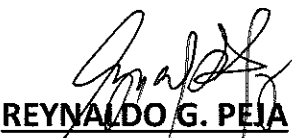
Project Implemented in the Municipality of Alangalang

Year	Project	Cost	Financing Source/scheme	Beneficiaries	Status Completed/ Ongoing
2026	Native Chicken Distribution		DA REGION	Association	Completed
2026	African Hito Farming		SBFISA	Association	Ongoing
2026	Vegetable Seed Distribution		SBFISA	Association	Ongoing
2026	High Value Crop Distribution		SBFISA	Association	Ongoing

Depending on your organization’s technical area of expertise and scope of activity, which Local Special Body are you most capable to be a member of ?

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

WE HEREBY CERTIFY to the correctness of the above information.


REYNALDO G. PEIA
President


JANET P. NERJA
Secretary

ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION

BRGY. LINGAYON ALANGALANG, LEYTE

RO8-NLFO-2026-05-WA-2345

BOARD RESOLUTION NO. 3

SERIES 2026

A RESOLUTION FOR FORMALLY REQUESTING THE SANGGUNIAN PANLALAWIGAN FOR ACCREDITATION OF ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION WITH AN OFFICE ADDRESS AT BRGY. LINGAYON ALANGALANG, LEYTE AND FORWARDING THE RESOLUTION TO THE OFFICE OF SANGGUNIAN PANLALAWIGA, PROVINCE OF LEYTE.

WHEREAS, ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION HAS ORGANIZED AND LEGALIZED TO THE REGISTERING AGENCY, THE DEPARTMENT OF LABOR AND EMPLOYMENT AS AGRICULTURAL SECTOR.

WHEREAS, ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION BOAR MEETING HELD AT SBFISA BRGY. LINGAYON ALANGALANG, LEYTE ON MAY 23, 2026, ATTENDED THE FOLLOWING OFFICERS, AND MEMBERS PRESENT, THE FOLLOWING WAS APPROVED AND ADOPTED.

RESOLVED AS IT IS HEREBY RESOLVED, TO SIGNIFY OUR INTENTION TO BE AN ACCREDITED CIVIL SOCIETY ORGANIZATION WITH THE SANGGUNIAN BAYAN PURSUANT TO THE PROCEDURES AND GUIDELINES SET FORTH IN THE SECTION 108 OF THE LOCAL GOVERNMENT CODE OF 1991 AND DILG MEMORANDUM CIRCULAR 2022, AND TO APPLY TO THE MEMBERSHIP IN A LOCAL SPECIAL BODY IN THE PROVINCE OF LEYTE.

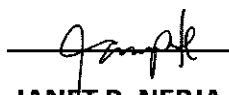
RESOLVED FURTHER, TO FORWARD A COPY OF THIS RESOLUTION TO THE CHAIR OF THE SANGGUNIAN COMMITTEE ON ACCREDITATION, THE HONORABLE VICE GOVERNOR LEONARDO "SANDY" JAVIER JR.

RESOLVED FURTHERMORE, THAT THE FOLLOWING REPRESENTATIVE/S OF THE ORGANIZATION IS/ARE AUTHORIZED AND DIRECTED TO TAKE ANY ACTION NECESSARY TO EFFECTUATE THE FOREGOING RESOLUTION: REYNALDO G. PEJA {PRESIDENT} AND JANET P. NERJA {SECRETARY}.

ADOPTED UNANIMOUSLY BY THE BOARD OF TRUSTEES/DIRECTORS OF THE ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION THIS 23RD DAY OF MAY, 2026 IN THE MUNICIPALITY OF ALANGALANG.

I HEREBY CERTIFY TO THE CORRECTNESS OF THE FOREGOING RESOLUTION.

PREPARED BY:

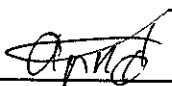

JANET P. NERJA
SECRETARY



ORLANDO P. BONA-OG JR
TREASURER



ALHON VIR V. PEROTE
AUDITOR



ARNEL O. CARMEN
AUDITOR



ROWEL C. AMBAY
PIO



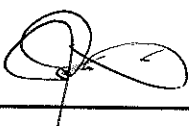
LEONARDO G. PEJA
PIO



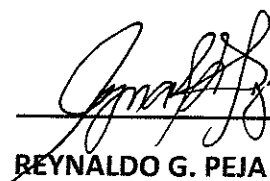
FERNANDO B. ABEJO
SGT. AT ARMS



FRANCISCO B. CARMEN JR.
BUSINESS MANAGER



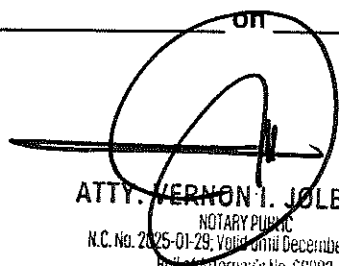
LEO L. PETILLA
VICE PRESIDENT



REYNALDO G. PEJA
PRESIDENT

Subscribed and sworn to before me at ALANGALANG, LEYTE, Philippines, this _____ day of
16 JUL 2026 2026 with ID NO. _____

Doc. No. 316
Page No. 45
Book No. XLIX
Series of 202 6.



ATTY. VERNON I. JOLBITADO
NOTARY PUBLIC
N.C. No. 2825-01-29; Valid until December 31, 2026
Notary Attorney's No. 66892
IBP Lifetime No. 01/407; Leyte Chapter
PTR No. 1077023; 01/05/26; Alangalang, Leyte
MCLE VII Compliance No. 0040311 / April 14, 2028
Public Market, Alangalang, Leyte



Republic of the Philippines
DEPARTMENT OF LABOR AND EMPLOYMENT
Regional Office No. VIII
North Leyte Field Office 8



CERTIFICATE OF REGISTRATION OF WORKERS' ASSOCIATION

Registration Certificate No. RO8- NLFO-2026-05-WA-2345

KNOW ALL MEN BY THESE PRESENTS:

BY VIRTUE of the provisions of Presidential Decree No. 442, as amended, and its Implementing Rules and Regulations, the

ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION

BRGY. LINGAYON ALANGALANG LEYTE

the Philippines for purposes of mutual aid and protection and promotion of the moral, social and economic well-being of its members, subject to all provisions of existing laws and regulations relating to workers' associations.

This Certificate of Registration shall subsist unless cancelled in the manner provided by law.

IN WITNESS WHEREOF, I have hereunto affixed my signature, with the seal of the Department of Labor and Employment in Tacloban City, Philippines, this 14th day of May 2026

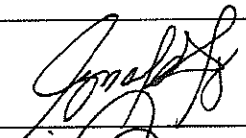
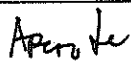
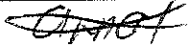
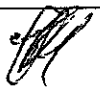
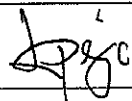
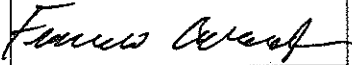
By the Authority of the Regional Director:

EMMANUEL Y. DELA CRUZ, PME - MME
Chief LEO, Head NLFO



ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION
BRGY. LINGAYON ALANGALANG, LEYTE
RO8-NLFO-2026-05-WA-2345

LIST OF OFFICERS

NO.	NAME	POSITION	SIGNATURE
1	Peja, Reynaldo G.	President	
2	Petilla, Leo L.	Vice President	
3	Nerja, Janet P.	Secretary	
4	Bona-og, Orlando P.	Treasurer	
5	Perote, Aljhon Vir V.	Auditor	
6	Carmen, Arnel O.	Auditor	
7	Ambay, Rowel C.	PIO	
8	Peja, Leonardo G.	PIO	
9	Abejo, Fernando B.	Sgt. At Arms	
10	Carmen, Francisco Jr.	Business Manager	

ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION

BRGY. BOBONON ALANGALANG, LEYTE

RO8-NLFO-2026-05-WA-2345

LIST OF MEMBERS

NO.	NAMES	SIGNATURE
1	ABEJO, FERNANDO B.	FA
2	AMBAY, ROWEL C.	Rowel Ambay
3	AMBAY, TORCUATO M.	Torcuato Ambay
4	BONA-OG, ORLANDO P. JR.	Orlando Bona-Og
5	CARMEN, ARNEL C.	Arnel Carmen
6	CARMEN, FRANCISCO B. JR.	Francisco Carmen
7	DENALO, ARIEL	Ariel D.
8	ESPINO, MANUEL S.	Manuel Espino
9	NAVARRA, JAIME A.	Jaime Navarra
10	NERJA, JANET P.	Janet Nerja
11	NOBLE, ROMNICK A.	Romnick Noble
12	PEJA, LEONARDO G.	Leonardo Peja
13	PEJA, REYNALDO G.	Reynaldo Peja
14	PEROTE, ALJON VIR V.	Aljon Perote
15	PEROTE, CONSOLACION E.	Consolacion Perote
16	PEROTE, MA. AZUCENA V.	Ma. Azucena Perote
17	PEROTE, MELVIN V.	Melvin Perote
18	PETILLA, DAVID P.	David Petilla
19	PETILLA, LEO L.	Leo Petilla
20	PETILLA, ROY P.	Roy Petilla
21	SUPERABLE, EVELLA M.	Evelle Superable
22	VERZOSA, JUVY Y.	Juvy Verzosa
23	VILLAROSA, IMELDA C.	Imelda Villarosa

ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION
BRGY. LINGAYON ALANGALANG, LEYTE
RO8-NLFO-2026-05-WA-2345

FINANCIAL STATEMENT

CASH RECEIVED FROM PCA-----94,500.00
MEMBERSHIP AND CBU----- 2,100.00
SALES VEGETABLES-----2,145.00
CASH SALES RECEIVABLE----- 2,200.00

100,945.00

LESS:

TOTAL EXPENSES----- 76,429.00

TOTAL CASH ON HAND 24,516.00

Certified Correct:


ORLANDO P. BONA-OG

TREASURER

Noted by :


REYNALDO G. PEJA
PRESIDENT

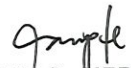

ALHON VIR V. PEROTE
AUDITOR


LEONARDO G. PEJA
PIO


LEO L. PETILLA
VICE PRESIDENT


ARNEL O. CARMEN
AUDITOR


FERNANDO B. ABEJO
SGT. AT ARMS


JANET P. NERJA
SECRETARY


ROWEL C. AMBAY
PIO


FRANCISCO B. CARMEN JR
BUSINESS MANAGER

SECRETARY'S CERTIFICATE

ST. BENEDICT AGRICULTURAL WORKERS ASSOCIATION

BRGY. LINGAYON ALANGALANG, LEYTE

I, **JANET P. NERJA**, Of legal age, Filipino, and the duly elected **Secretary** of the **St. Benedict Agricultural Workers Association**, with principal office at **Brgy. Lingayon Alangalang, Leyte**, hereby certify that the following is a true and correct record of the proceedings during the Monthly Meeting held on May 23, 2026, from 2:30PM to 3:40PM, at **SBFISA Brgy. Lingayon Alangalang, Leyte**.

The meeting was attended by the officers and members of the association and covered the following agenda items :

- 1.Submission of accreditation to Sangguniang Bayan and Snaguniang Panlalawigan
2. Update Coconut Nursery, vegetables, Native Chicken, Fish Pond, and Vermi
3. Contract with Sister Claudia
4. Financial Status

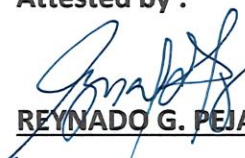
The minutes of said meeting were duly reviewed and approved by the members present, confirming the accuracy of all agreements and resolutions made therein.

IN WITNESS WHEREOF, I have hereunto affixed my signature this 23rd day May 2026 at Brgy. Lingayon Alangalang, Leyte.

Certified Correct :


JANET P. NERJA
Secretary

Attested by :


REYNADO G. PEJA
President


ALIHON VIR V. PEROTE
Auditor


LEONARDO G. PEJA
PIO


LEO L. PETILLA
Vice President


ARNEL O. CARMEN
Auditor


FERNANDO B. ABEJO
Sgt. At Arms


ORLANDO P. BONA-OG
Treasurer


ROWEL C. AMBAY
PIO


FRANCISCO B. CARMEN JR.
Business Manager

5/23/26

Minutes of Meeting

Agenda:

1. Submission of accreditation to Sangguniang Bayan and Sangguniang Panlalawigan.
2. Update coconut nursery, vegetables, native chicken, fish pond and Vermi
3. Contract with Sr. Claudia
4. Financial Status

- Nag start an meeting 2:30 PM, pinangunahan hin prayer ni Imelda Villarosa, ngan proceed han reading of last minutes.

1) Ginka urusahan na magpapa accredit an asosasyon ha Sangguniang Bayan ngan parti ha Sangguniang panlalawigan. Ginka sarabutan na an President ngan an Secretary an maglalakad han mga papers ngan mag papasa.

2) Update han Cocomut nursery, Naka completo na han 5,000 pcs na lubi ngan maayos na ini na pakulatag ha mga plot.

3) Update han vegetables, Nakapag baligya na kita ha hospital han pechay, tangkong, kintak. Naabtan hin ka gurang an iba na mga tangkong tas titiruson ngan ikahalo ha tubong han manok tas mag bubutang hin organic.

- 4.) Update Native Chicken, dagko na an mga manok, mayda nagkamatay agi kan heat stroke, an iba mga gurugudti gindadat-ugan. Estimated count more or less 220 heads. Estimated weight $3/4$ kls an darudagko at $1/4$ kls an gurugudti. Malako na hin tubong. He Orlando Bonarog an naka assign na magtimbang kan manok para masabtan an sakto na timbang.
- 5.) Fish Pond Update, Dagko na an mga isda. Magsasarap he Mamo Jun ma usa tas titimbangon para macabtan kon pirapir na it timbang. Kon mayda available na back hoe, ipapabak hoe an luyo tas mga gilid para matanggal an mga bato. Duta na ka bulan an mga isda.
- 6.) Vermi update, nakahimo pala kan payag para kan vermi, Mapalit pala hin african Night Crawler na 3 kls.
- 7.) Mag inquire kan Sr. Celandia na magpapahimo hin karuratan para ma secure an asosasyon in case mag liwan hin madre na mamamahala.
- 8.) Financial Status:

700 - salin kan expenses
 1,905 - vegetable sales
 2,000 - collectible
 20,000 - Received as donation

- 500 - Refunded by the Secretary
200 para payment for membership
and CBU.
200 - Refund by Pres., deviso payment
for membership of CBU.

Waray raman iba ra concern, the meeting
was moved to adjourned by Arnel Carmen
and seconded by Torcuato Ambay. At
3:40 PM the meeting adjourned.

Prepared by :

Janet
JANET P. NERIA