

CLARIN SETTLEMENT PRODUCERS ASSOCIATION

Clarin Settlement, OROQUIETA CITY

PREAMBLE

We, the members of Clarin Settlement Producers Association, gathered together for one purpose with the guidance of our Supreme Ruler to unite and create a harmonious society with strong and solid foundation to promote a better Filipino nation, do hereby promulgate this constitution and By-laws.

ARTICLE I NAME and ADDRESS

- Section 1. The name of the Organization shall be the Clarin Settlement Producers Association
- Section 2. This association was duly organized on November 29, 2011 at Barangay Clarin Settlement, Oroquieta City.
- Section 3. Its office is located at Clarin Settlement, Oroquieta City, Misamis Occidental

ARTICLE II OBJECTIVES

- Section 1. To established a closer relationship and self-reliant among the residents of the barangay through VCO production, vegetable gardening, Vermi-cast production and fish pond operation.
- Section 2. To improve the productivity of the members especially those who are dependent in producing vegetables and others.
- Section 3. To produce fresh vegetables and other products in the market.

ARTICLE III MEMBERSHIP

- Section 1. Qualification for membership
- a. A bonafide resident of barangay Clarin Settlement.
 - b. At least 18 years of age upon application for membership.
 - c. Pay the required membership fee of Php 50.00
 - d. Must be a producer of any kind.

Section 2. Termination of Termination (Grounds)

- a. Three consecutive absences without valid reason
- b. Death or insanity
- c. If proven guilty in violation of the policy of the group after due process was given
- d. Voluntary withdrawal of membership

**ARTICLE IV
DUTIES AND FUNCTION OF THE OFFICERS**

Section 1. President

The president shall be the chief executive officer of the association. He shall preside in all meetings of the members of the association.

Section 2. Vice-President

The vice-president shall exercise all power and perform all duties of the president during the absence or incapacity of the latter and shall perform duties that maybe assigned by the board of trustees.

Section 3. Secretary

The secretary shall give all notices required these By-laws and keep the minutes of all meetings of the association, have the full custody of all records of the association.

Section 4. Treasurer

The treasurer shall have charge of the funds, receipts, and disbursement of the association keep all moneys and other valuables of the association, keep and have charge of the book of accounts. Perform other duties and function as may be assigned by the executive councils.

Section 5. Auditor

The auditor shall be responsible in auditing the transactions and documents of the association.

Section 6. PIO

The PIO shall be responsible in the information dissemination and other functions as may be delegated to him/her.

Section 7. Sgt at Arms

The sgt at arms shall be the one responsible in maintaining peace and order in the organization.

ARTICLE V MEETING & PENALTIES

- Section 1. Regular
The regular meeting of the association shall be during the 2nd Tuesday of the month at 1:00pm at Clarin Settlement Brgy Hall.
- Section 2. Officers Meeting.
Officers meeting shall be held during the 1st Tuesday of the month at 11:00am at Clarin Brgy Hall.
- Section 3. Special Meeting
A special meeting may be called by the officers at any time to discuss very important matters. Notice of which shall be disseminated 3-days before the special meeting.
- Section 4. Quorum Requirement
A quorum shall be declared if 50% + 1 of the total membership has been attained.

ARTICLE VI SOURCES OF FUNDS

- Section 1. The funds of the association shall be derived but not limited to the following:
- a. Capital Build-up
 - b. Membership fee
 - c. Penalties
 - d. Donations/subsidies
 - e. Grants/Aid
 - f. Other legal sources

ARTICLE VII PENALTIES

- Section 1. A reasonable penalty shall be collected from members for failure to attend regular/special meetings or important activities of an amount not more than P 100.00 but not less than Php 20.00 depending on the activity.

ARTICLE VIII MISCELLANEOUS PROVISION

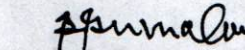
- Section 1. This constitution can be amended only by 75% of all the members constituting a quorum.
- Section 2. The term of office shall be two years and election of officers shall be made once in every two years.

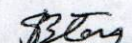
Section 3. To annually submit reports to DOLE-X for its accomplishments.

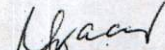
ARTICLE IX EFFECTIVITY

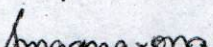
Section 1. This constitution and bylaws shall take effect immediately upon its ratification and approval.


Approved this January 10, 2012.

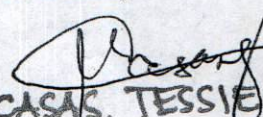

JOLLY GUMOLON
President



SIMACO TEREZ
Vice-president


NELLY BACUS
Secretary


ALICE MAGNA-ONG
Treasurer


GATAB, LEONILA
Auditor


CASAS, TESSIE
PIO


VIRGIELITA MAGNA-ONG
PIO


DOLITO OGUIS
Sgt at Arms