

BY-LAWS OF BINUANGAN SMALL COCONUT
FARMERS ORGANIZATION

KNOW ALL MEN BY THESE PRESENTS:

We, the undersigned authorized representatives of Binuangan small coconut farmers organization of Barangay Binuangan, Oroquieta City, Philippines, do hereby adopt the following code of by-laws.

ARTICLE 1

OBJECTIVES AND PURPOSES

Section 1. General - to assist it's members of Binuangan small coconut farmers organization to undertake cooperative efforts towards the development of the coconut industry in it's area of operations in particular and the City, Provincial, Regional and National goals in general.

Section 2. Specific

- a). To empower the coconut farmers so that they will be active participants in policy formulation and decision making directly affecting the coconut industry development.
- b). To improve productive skills of the coconut farmers by conducting motivation, information and education seminars;
- c). To facilitate consultation and coordination with the intended main beneficiaries of the coconut industry development;
- d). To improve the social, political, economic and cultural well-being of small coconut farmers;
- e). To serve as the linkages between the members and to any coordinating agency or office concerned for improving the economic well-being of the people; and
- f). To undertake other activities towards efficient and effective implementation of the different programs and Projects of government agencies, NGO, PVOs which the organization is beneficiaries of.

ARTICLE 11

MEMBERSHIP

Section 1. QUALIFICATION FOR MEMBERSHIP. Membership in the Barangay Small Coconut Farmers Organization shall be open to any interested individuals whether he is a land owner, tenant of a farm worker, all resident in the area. Provided however in case of land owner he may not necessarily be a resident in the area.

Section 2. Automatic Membership. Upon filing and signing of the a accomplishment registration forms, the prospective applicant shall automatically become a member of the Barangay Small Coconut Farmers Organization with the acceptance of the general membership may require payment of a membership fee of Ten Pesos (P10.00) and a monthly dues of Two pesos (P2.00). The membership dues and other funds collected shall be used exclusively for the maintainance and operation of the organization in accordance with it's general and specific purposes.

Section 3. Duties of a member

- a) Attends general membership meetings as called for by the President;
- b) Obeys the rules and regulations provided for by these by-laws;
- c) Promotes the aims and purposes of the organization and
- d) Complies with such other obligations, duties, and undertakings of membership the Board of Directors may promulgate.

Section 4. Rights of a Member

- a) Participantes in the deliberation during membership meetings as called for by the president or any authorized officer of the organization;
- b) Votes on all matters brought before such meetings;
- c) Seeks any elective position subject to the provision of Section 5, ARTICLE IV of this by-laws;
- d) Inspects and examines the financial and other records of the organization during regular office hours;
- e) Elects and removes any officer and member of the Board of Directors for valid cause; and
- f) Exercise other rights and previleges as a member of the organization.

Section 5. Termination and Reinstatement of Membership. Any member of the organization may terminate itas membership by giving due notice to secretary of the organization. Likewise, any member may file a written application of reinstatement which shall be deliberated upon by the officers and members of the th Board within Sixty (60) days from the receipt thereof and voted upon by a majority of the officers and members of the Board present during the deliberation.

ARTICLE III

NON-POLITICAL ORGANIZATION

Section 1. The organization is strictly non-political and it shall not be used for nor shall it engaged in any political or partisan activity. For all purposes of strict compliance, the Board shall creates a committee who shall formulate rules and regulations and the corresponding sanctions thereof for the member guidance.

ARTICLE IV

COMPOSITIONS OF THE BOARD OF DIRECTORS

Section 1. The organization shall be composed of the following officers and members of the Board of Directors

1. President
2. Vice-President
3. Secretary
4. Treasurer
5. Auditor
6. 10 Members of the Board of Directors

The president and Vice-President shall be the Chairman and Vice-Chairman of the Board, respectively.

In case of permanent vacancy, the Board, except that of the President which shall be filled up by the Vice-President shall appoint a successor to serve the unexpired portion of the term.

Section 2. All officers and members of the Board shall be considered as holding honorary positions and shall not be entitled to any compensation, allowance, or other forms of emolument from the funds of the organization, nor to any reimbursement of expenses incurred in the discharge of their functions. Provided, however, that compensation, allowance or other forms of emolument, may be granted to the officers and members once the organization is financially viable and subject however, to the approval of the general membership.

Section 3. The officers and members of the Board shall hold office for a term of Two (2) year/s.

Section 4. In the event of failure to elect any officers at the time specified in the by-laws, the incumbent shall continue to hold office until such time that another set of from the expiration of their term of office.

Section 5. In no case shall any member be elected to the same position for more that Two (2) consecutive terms.

ARTICLE V

RULES GOVERNING ELECTION

Section 1. Election shall be conducted in a specified place taking into consideration accessibility and convenience of the members.

Section 2. In all elections, the member or candidate nominated to a any position must personally be present.

Section 3. Voting during elections shall be by secret ballot. Official or adequate ballots shall be provided for the purpose.

Section 4. All elections shall be conducted in the simplest and most inexpensive manner, provided, however, that all proceedings and results of the election shall be recorded.

Section 5. The members shall elect from among themselves the officers and Board of Directors.

Section 6. The incoming officers and members of the Board shall start serving their office sixty (60) days the election.

ARTICLE VI

DUTIES OF OFFICERS AND MEMBER OF THE BOARD

1. President - He/She shall be the chief executive officer of the organization. He/She shall preside at all meetings and shall represent the organization in any dealings or transactions with private or government entities. He/She shall be the Chairman of the Board.

2. Vice-President - He/She shall perform the duties of the President in the latter's absence or inability to act as such. He/she shall also assist the President. He/She shall be the Vice-Chairman of the Board.

3. Secretary - He/She shall attend all meetings, take and keep Minutes and records of all proceedings, keep and maintain a membership roll, perform liaison functions for the organization and to keep perform such other duties as may be assigned by the President.

4. Treasurer - He/She shall collect, receive, records and safely keep all funds of the organization. He/She keeps and maintain proper book of accounts, submit financial report/statement duly audited to the Board prior to its regular meetings and perform such other duties as may be assigned to him/her by the President. He/she shall see to it that all receipts and disbursements of funds of the organization must be properly recorded.

All disbursements shall be made over the signatures of the Treasurer, countersigned or approved in writing by the president and auditor. In the absence of the President, the Vice-President shall sign in his behalf.

5. Auditor - shall provide internal audit service maintain a complete record of its examination and inventory and submit a report to the Board of Directors during its regular meeting the result of findings of his audit.

6. Board of Directors - The officers and members of the Board in consultation with the general membership shall formulate general policies in support of the aims and purposes of the organization.

The Board may create such committee as it may deem necessary to assist it in running the operations of the organization.

ARTICLE VII

QUOROM AND MEETING

Section 1. The officers and members of the Board shall meet as often as necessary, provided, however, that they shall meet at least every month to consider matters of interest to the organization. A simple majority ($\frac{1}{2}$ plus 1) of the officers and members of the Board shall constitute a quorum.

ARTICLE VIII

REGULATION/BY-LAWS

Section 1. Officers and members of the Board of Directors may issue such rules and regulations to supplement these by-laws, to govern the activities and operation of the organization.

ARTICLE IX

MERGER

Section 1. The organization shall, as far as practicable, and after taking into consideration the location and contiguity factors, number of city Federation, equitable allocation of assistance of advantages to economic of scale, be amenable to mergers.

ARTICLE X

AMMENDMENTS

Section 1. These by-laws may be amended by the Board of Directors with the approval and ratification by the general membership.

ARTICLE XI

SANCTIONS

Section 1. Any member who commits an act violative to any provision of these be-laws, or rules and regulations that may be issued of the by-laws that may be adopted shall be subject to disciplinary action and penalties as may be determined by the members of the Board. Such penalties may include the suspension of previlleged, benefits or assistance derived from his membership.

ARTICLE XII

Section 1. The members and officers of the Board who were elected shall continue to hold office until such time that the regular elections for this purpose as embodied in SECTION 5, ARTICLE V of these by-laws shall have bend held.

ARTICLE XIII

EFFECTIVITY

Section 1. These by-laws becomes effective and binding to the organization upon satisfaction or acceptance by its members.

Voted and adopted this 10th day of October, 1993.