

## **BURGOS LIVELIHOOD ASSOCIATION**

Oroquieta City

### **PREAMBLE**

We, members of the Burgos Livelihood Association, Oroquieta City Misamis Occidental, imploring the aid of the almighty God to build a strong and human society, established an entrepreneurial association that shall embodies harmonious relationship in achieving higher productivity and render better quality of community service do hereby obtain and promulgate this by-laws.

### **ARTICLE I**

#### **NAME OF THE ASSOCIATION**

Section 1. The association shall be name as Burgos Livelihood Association.

### **ARTICLE II**

#### **OFFICE**

Section 1. Its office address is located at Purok 1, Burgos, Oroquieta City.

### **ARTICLE III**

#### **DECLARATION OF PRINCIPLE**

Section 1. The association believes the strong bonding of farmers that helps alleviate economic crisis.

Section 2. It adheres the call in helping and serving deprived and oppressed sectors in our society believing that they are the key to uplift our economics standards.

Section 3. It firmly believe that a good organizing will help support in building our new hopes for better tomorrow.

### **ARTICLE IV**

#### **OBJECTIVES**

Section 1. Participate and take an active role in forming a good Government as an entrepreneurial entity.

Section 2. Undertake entrepreneurial livelihood project and other socio-economic activities for the benefit of its members.

Section 3. Develop high prosperity in good business marketing and unit with the BURFA in the struggle for economic survival.

### **ARTICLE V**

#### **OFFICER AND THEIR DUTIES**

Section 1. **BOARD OF DIRECTORS.** The organization shall elect 5 Board of Directors (BOD) and shall function as a policy-making body of the organization. Among the BOD members, they shall elect the following:

**a. Chairman**

The chairman shall be the chief executive officer of the association. He shall preside in all meeting of the members of the association.

**b. Vice-chairman**

The Vice-chairman shall exercise all power and perform all duties of the chairman during the absence or incapacity of the latter.

**Section 2. Secretary**

The secretary shall give all notices required this by-laws and keep the minute of all meeting of the members have full custody of all records of the association. He/She shall be appointed by the BOD.

**Section 3. Treasurer**

The Treasurer shall have charge of the funds receipts and disbursement of the association keep all moneys and others valuables of the association keep and have charge of the books of accounts perform other duties. He/She shall be appointed by the BOD.

**Section 4. CREDIT COMMITTEE.** A credit committee shall be appointed by the BOD and shall perform the screening and recommendation of loans to BOD for approval.

**Section 5. BOOKKEEPER.** A bookkeeper shall record all the transactions of the organization and he/she shall be appointed by the BOARD OF DIRECTORS.

**ARTICLE VI  
MEMBERSHIP**

**Section 1. Qualification**

- a.) All members must be a resident of Brgy. Burgos Oroquieta City.
- b.) Members must be at least eighteen (18) years of age.
- c.) Must abide the rules and regulation as amended in the constitution and by-laws of the association.
- d.) Must be responsible obedient have a clear vision towards healthy organization.
- e.) Able to pay a membership fee of Fifty pesos (Php 50.00).
- f.) Able to pay the initial share-capital of Php 400.00.

**Section 2. Succession of membership.**

- a.) If a regular member died the nearest relatives will automatically became a regular members provided they have undergone Pre-



Membership Education Seminar (PMES) and orientation of the association.

**Section 3. Termination of membership**

- a. Withdrawal of all monthly dues / contribution.
- b. Non participation of all association activities.
- c. Five successive absences of the regular meeting without valid reason and legal grounds.

**ARTICLE VII  
MEETING**

**Section 1. General Assembly**

Conduct general assembly meeting once a year every last Friday of March.

**Section 2. Monthly Meeting**

The association shall have a regular monthly meeting every last Friday of the month at exactly 9:00am.

**Section 3. Special Meeting**

The Chairman may anytime call a special meeting as the need arises.

**Section 4. BOD Meeting**

A BOD meeting shall be conducted once a month 7 days

**ARTICLE VIII  
DISCIPLINE / PENALTIES**

**Section 1.** Three consecutive absences of the regular meeting without a just and legal grounds cause a dismissal or expulsion of the members.

**Section 2.** Two consecutive absences every special meeting without valid reason subject for disciplinary action.

**Section 3.** Penalty of P20.00 to any members who will be absent of the regular meeting of the association.

**Section 4.** A penalty of P10.00 who will be late thirty (30) minutes in every regular meeting.

**Section 5.** A penalty of P100.00 to any member who will not participate during the general assembly meeting of the association.

**ARTICLE IX  
TERM OF OFFICE**

- Section 1. The election of the officers shall be held once every two years.
- Section 2. The elective officers can serve for (1) one term in office for two years.
- Section 3. A special election shall be held in case of vacancy.
- Section 4. Aids from local and foreign investors.

**ARTICLE XI  
AMENDMENTS**

- Section 1. Any amendments to or recession of this constitution and by-laws shall be amended by the  $\frac{3}{4}$  votes of the general assembly.

**ARTICLE XII  
EFFECTIVITY**

- Section 1. This by-laws shall take effect immediately upon its ratification of organization and proclamation of the organization on March 25, 2011.

*xxxxx—nothing follows—xxxxx*