



## COOPERATIVE DEVELOPMENT AUTHORITY Manila Extension Office

Lower Ground Floor, EDSA Grand Residences, 75 Corregidor St. corner EDSA, Brgy. Ramon Magsaysay, Bago Barlay 1105 Quezon City  
http://nrcr.cda.gov.ph | nrcr@cda.gov.ph | CDA NCR Manila Extension Office



# ANNOUNCEMENT

Relative to the extension of the Enhanced Community Quarantine (ECQ) in Luzon, the CDA NCR-Regional Office Employees are on the Work-from-Home Arrangements. During the ECQ, we have been tirelessly working to respond to all inquiries and request by the NCR Cooperatives. We are committed to improve and provide more services to our NCR cooperatives and we believe that we are able to help you appreciate our service through your experience with us even more.

WE ARE QUITE PLEASE TO ANNOUNCE TO YOU THAT, we will be providing more basic ONLINE services to all our National Capital Region cooperatives and propose cooperatives on the following transactions:

#### FIELD COOPERATIVE DEVELOPMENT SPECIALIST II

- a. Developmental and Regulatory Technical Assistance;

#### LEGAL OFFICE

- a. Provide legal assistance or opinions;
- b. Evaluation of replies of cooperatives in relation to issued Show Cause Order (SCO);

#### REGISTRATION SECTION

- a. Review of draft articles of cooperation, bylaws and proposed amendments to articles of cooperation and by-laws;
- b. Pre-evaluation of application of branches and satellites;

#### REGULATION SECTION

- a. Pre-evaluation of Mandatory Reports;

#### COOPERATIVE RESEARCH, INFORMATION AND TRAINING SECTION

- a. Pre-evaluation of new application and renewal of accreditation of Cooperative External Auditor (CEA);
- b. Pre-evaluation of renewal of accreditation of Accredited Training Provider (ATP);

#### CREDIT SURITY FUND SECTION

- a. Pre-evaluation of registration documents of propose Credit Surety Fund Cooperative;





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We are providing you our available communication channels for you to call or text, email or post a message in our Facebook Page, Facebook Messenger or Google Hangouts so we could respond to any of your inquiries or needs in the soonest possible time. The following are our communication channels for your reference:

### FIELD COOPERATIVE DEVELOPMENT SPECIALIST II (CDS II)

NO.	NAMES	DESIGNATION	AREA	CONTACT NUMBER	EMAIL
1	Emerlinda G. Guillemer	CDS II	MAKATI CITY	09293469674	<a href="mailto:e.guillemer@cda.gov.ph">e.guillemer@cda.gov.ph</a>
2	Sofronio V. Aquino, Jr.	CDS II	PASAY CITY	09494440022	<a href="mailto:s_aquino@cda.gov.ph">s_aquino@cda.gov.ph</a>
3	Bonifacio T. Escamis	CDS II	MUNTINLUPA CITY/ LAS PINAS CITY	0905-2817396	<a href="mailto:b_escamis@cda.gov.ph">b_escamis@cda.gov.ph</a>
4	Aniceta C. Dalmacio	CDS II	TAGUIG CITY/ PATEROS	0917-8162991	<a href="mailto:a_dalmacio@cda.gov.ph">a_dalmacio@cda.gov.ph</a>
5	Wilma R. Remaneses	CDS II	MARIKINA CITY	09228345270	<a href="mailto:w_remaneses@cda.gov.ph">w_remaneses@cda.gov.ph</a>
6	Grace G. Torres	CDS II	CALOOCAN CITY	09321297826	<a href="mailto:g_torres@cda.gov.ph">g_torres@cda.gov.ph</a>
7	Marilou M. Valencia	CDS II	NAVOTAS / MALABON/ VALENZUELA	09285073067	<a href="mailto:m_valencia@cda.gov.ph">m_valencia@cda.gov.ph</a>
8	Rebecca L. Pasicaran	CDS II	CITY OF MANILA	0917-5859938	<a href="mailto:r_pasicaran@cda.gov.ph">r_pasicaran@cda.gov.ph</a>
9	Emmanuel M. Lapeña	CDS II	QUEZON CITY	0917-8037085	<a href="mailto:e_lapeña@cda.gov.ph">e_lapeña@cda.gov.ph</a>
10	Tana-Alim D. Masbod	CDS II	QUEZON CITY	0917-8162977	<a href="mailto:t_masbod@cda.gov.ph">t_masbod@cda.gov.ph</a>
11	Sherwin Keith C. Salazar	CDS II	PARANAQUE CITY	09209033009 / 0919499607	<a href="mailto:s_salazar@cda.gov.ph">s_salazar@cda.gov.ph</a>
12	Rachell Ann S. Solayao	CDS II	CITY OF MANILA	0935-4748038	<a href="mailto:r_solayao@cda.gov.ph">r_solayao@cda.gov.ph</a>
13	Hellany G. Moreno	CDS II	PASIG CITY	0928-9945393	<a href="mailto:h_moreno@cda.gov.ph">h_moreno@cda.gov.ph</a>
14	Cheysser C. Reyes	CDS II	QUEZON CITY	0943-0598016	<a href="mailto:ch_reyes@cda.gov.ph">ch_reyes@cda.gov.ph</a>
15	Kervin M. Cometa	CDS II (During ECQ Only)	MANDALUYONG/ SAN JUAN CITY	0929-8239281-09088978654	<a href="mailto:k_cometa@cda.gov.ph">k_cometa@cda.gov.ph</a>





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### CREDIT SURETY FUND SECTION (CSFS)

NO.	NAMES	DESIGNATION	AREA	CONTACT NUMBER	EMAIL
1	Prima Sarah R. Parangue	Senior CDS	NCR	0917-5771861	<a href="mailto:p_parangue@cda.gov.ph">p_parangue@cda.gov.ph</a>
2	Kervin M. Cometa	CDS II	NCR	0929-8239281-09088978654	<a href="mailto:k_cometa@cda.gov.ph">k_cometa@cda.gov.ph</a>
3	Marietta G. Bagundang	CDS I	NCR	0917-8130616	<a href="mailto:m_bagundang@cda.gov.ph">m_bagundang@cda.gov.ph</a>

### LEGAL OFFICE (LO)

NO.	NAMES	DESIGNATION	AREA	CONTACT NUMBER	EMAIL
1	Sergio E. Herrero, Jr.	Senior CDS/ Acting LO	NCR	0998-9997441	<a href="mailto:s_herrero@cda.gov.ph">s_herrero@cda.gov.ph</a>
2	Anna Revina F. Ganado	CDS II	NCR	09204597666	<a href="mailto:a_ganado@cda.gov.ph">a_ganado@cda.gov.ph</a>

### REGISTRATION SECTION (REG)

NO.	NAMES	DESIGNATION	AREA	CONTACT NUMBER	EMAIL
1	Shirley Ann T. Nonan	Senior CDS	NCR	0917-8163036	<a href="mailto:s_nonan@cda.gov.ph">s_nonan@cda.gov.ph</a>
2	Arnel Crisostomo M. Cruz	CDS II	NCR	09053111498 / 09088832460	<a href="mailto:a_cruz@cda.gov.ph">a_cruz@cda.gov.ph</a>
3	Ma. Flordeliza M. Chu	CDS II	NCR	0998-9997418 / 0915-2640078	<a href="mailto:m_chu@cda.gov.ph">m_chu@cda.gov.ph</a>
4	Rene SD. Mendoza	CDS II	NCR	0917-8082037 / 0922-8121186	<a href="mailto:r_mendoza@cda.gov.ph">r_mendoza@cda.gov.ph</a>
5	Hanika L. Villaflores	CDS II (DURING ECQ ONLY)	NCR	09151156001	<a href="mailto:h_villaflores@cda.gov.ph">h_villaflores@cda.gov.ph</a>

### COOPERATIVE RESEARCH, INFORMATION AND TRAINING SECTION (CRITS)

NO.	NAMES	DESIGNATION	AREA	CONTACT NUMBER	EMAIL
1	Fernado S. Laquindanum	Acting Senior CDS	NCR	0917-8162982	<a href="mailto:f_laquindanum@cda.gov.ph">f_laquindanum@cda.gov.ph</a>
2	Jacklyn A. Cantalejo	CDS II	NCR	09289466206	<a href="mailto:j_cantalejo@gmail.com">j_cantalejo@gmail.com</a>
3	Leah A. Salutem	CDS II (DURING ECQ ONLY)	NCR	09153439586-09228345182	<a href="mailto:l_salutem@cda.gov.ph">l_salutem@cda.gov.ph</a>





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### REGULATION SECTION (RES)

NO.	NAMES	DESIGNATION	AREA	CONTACT NUMBER	EMAIL
1	Venancio S. Bassig, Jr.	ACTING SENIOR CDS	San Juan/ Caloocan/ Mandaluyong	0917-5082786	<a href="mailto:v_bassig@cda.gov.ph">v_bassig@cda.gov.ph</a>
2	May Q. Pacleb	CDS II	Manila/ Malabon/ Navotas/ Valenzuela	09324755464	<a href="mailto:m_pacleb@cda.gov.ph">m_pacleb@cda.gov.ph</a>
3	Robert E. Tiongco	CDS II	Pasay/ Paranaque/ Las Pinas/ Muntinlupa/ Marikina	0998-9566779	<a href="mailto:r_tiongco@cda.gov.ph">r_tiongco@cda.gov.ph</a>
4	Mylene Maria Elena DL. Diaz	CDS II	Makati/ Pasig/ Taguig/ Pateros	0917-8854191	<a href="mailto:m_diaz@cda.gov.ph">m_diaz@cda.gov.ph</a>
5	Jezzelen Mae M. Cuevas	CDS II	Quezon City	09298239281	<a href="mailto:j_cuevas@cda.gov.ph">j_cuevas@cda.gov.ph</a>

### COOPERATIVE PROJECT DEVELOPMENT AND ASSISTANCE SECTION (CPDAS)

NO.	NAMES	DESIGNATION	AREA	CONTACT NUMBER	EMAIL
1	Ermelina T. Racelis	Senior CDS	NCR	0922-8345493 /0915-9153808	<a href="mailto:e_racelis@cda.gov.ph">e_racelis@cda.gov.ph</a>
2	Marivic C. Llobrera	CDS II	NCR	0917-8051959	<a href="mailto:m_llobrera@cda.gov.ph">m_llobrera@cda.gov.ph</a>

You could also contact us through our CDA-NCR Regional Office official contact channel:

Email address: [ncr@cda.gov.ph](mailto:ncr@cda.gov.ph)

or

Facebook Page: <https://www.facebook.com/cdancrmanila/>

**The CDA-NCR Employees are available and happy to assist you  
from Monday to Friday except Holidays, from 8AM to 5PM.**

  
**ATTY. FREDERICK JOE N. ROBLES**  
ACTING REGIONAL DIRECTOR

