



COOPERATIVE DEVELOPMENT AUTHORITY

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines
<http://www.cda.gov.ph> helpdesk@cda.gov.ph [CDA](#) [@CDAPhil](#) [PH Cooperatives](#)



MEMORANDUM CIRCULAR NO. 2020- 04
Series of 2020

**SUBJECT : AMENDMENT TO MEMORANDUM CIRCULAR NO. 2020-03,
ENTITLED "REGULATORY RELIEF FOR COOPERATIVES IN
VIEW OF PROCLAMATION NO. 922"**

Pursuant to Proclamation No. 929 issued by the President of the Philippines on March 16, 2020, "*Declaring a State of Calamity Throughout the Philippines due to Corona Virus Disease 2019*", Section 3 of which states that "(a) all government agencies and LGUs are enjoined to render full assistance to and cooperation (sic) with each other and mobilize the necessary resources to undertake critical, urgent, and appropriate disaster response aid and measures in a timely manner to curtail and eliminate the threat of Covid-19", Sections 4 and 5 of Memorandum Circular No. 2020-03, Series of 2020., entitled "*Regulatory Relief For Cooperatives in View of Proclamation No. 922*", issued by the Authority on March 11, 2020, are hereby amended to read as follows:

Section 4. REQUIREMENT. The cooperative shall submit a letter, through email, informing the CDA Central Office/Extension Office concerned of the postponement of the General Assembly, signed by the Chairperson and/or the Chief Executive Officer/General Manager of the cooperative.

The email addresses of the CDA Central Office and Extension Offices are as follows:

Region	Extension Office	Email Address
CO	CDA Central Office	ced@cda.gov.ph regulation@cda.gov.ph
CAR	CAR Extension Office	car@cda.gov.ph
I	Dagupan Extension Office	r1@cda.gov.ph
II	Tuguegarao Extension Office	r2@cda.gov.ph
III	Pampanga Extension Office	r3@cda.gov.ph
NCR	Manila Extension Office	ncr@cda.gov.ph

Office of the Chairman : (02) 8721-3325
(02) 8721-5324
Office of the Executive Director : (02) 8725-6450
Officer of the Day : (02) 8725-3764



Management System
ISO 9001:2015
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Website: www.cda.gov.ph | Facebook: <https://www.facebook.com/cda> | Twitter: <https://twitter.com/cda> | YouTube: <https://www.youtube.com/cda>



IV-A	Calamba Extension Office	r4@cda.gov.ph
IV-B	MIMAROPA Extension Office	mimaropa@cda.gov.ph
V	Naga Extension Office	r5@cda.gov.ph
VI	Iloilo Extension Office	r6@cda.gov.ph
VII	Cebu Extension Office	r7@cda.gov.ph
VIII	Tacloban Extension Office	r8@cda.gov.ph
IX	Pagadian Extension Office	r9@cda.gov.ph
X	Cagayan de Oro Extension Office	r10@cda.gov.ph
XI	Davao Extension Office	r11@cda.gov.ph
XII	Kidapawan Extension Office	r12@cda.gov.ph
XIII	CARAGA Extension Office	caraga@cda.gov.ph

Section 5. SUBMISSION OF REQUIRED REPORTS.

The deadline for submission of required reports is on June 15, 2020.

In case the cooperative conducted its General Assembly after June 15, 2020, the Authority shall be informed of any changes in the submitted reports within five (5) days after the conduct of the said general assembly.

This Circular shall take effect immediately.

Approved per BOD Resolution No. 094, S-2020 dated March 23, 2020.

For the Board of Directors:

ORLANDO R. RAVANERA
Chairman

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