

2018 Gawad Parangal



Objectives:

- To recognize cooperatives, cooperative development offices, cooperative development councils & leaders for their exemplary performance and in bringing responsive services to their members, affiliates and the community;
- To search for models of cooperative best practices and good governance that will serve as start up points in establishing of benchmark and standards of cooperative performance;
- To drumbeat public awareness and build social consciousness on the vital role of cooperatives and partners in the attainment of equity, sustainable economic development and social justice;
- To motivate other cooperatives to take more active involvement and strengthen their meaningful participation not only as passive spectators and beneficiaries of fruits of development and putting them in the mainstream of development processes; and
- To document profiles of winners as reference material for best and exemplary practices that could be replicated in other areas.

TARGET/ GROUPS:

- ▣ Cooperatives
 - Primary cooperatives
- ▣ Cooperative Leaders
- ▣ Local Government Units – Cooperative Development Offices
 - Provincial;
 - Municipal;
 - Component City; and
 - Independent component/highly urbanized City
- ▣ Special Citations
 - Primary Cooperatives (specific area of concern)
 - Primary Cooperatives (specific type)
 - Cooperative Federations (unique feature)
 - Cooperative Unions (unique feature)
 - Cooperative Development Councils (unique feature)

CATEGORIES OF AWARDS

Major Awards

- A. Most Outstanding Cooperatives
 - Micro Scale Category
 - Small Scale Category
 - Medium Scale Category
 - Large Scale Category
 - Millionaire
 - Billionaire
- B. Most Outstanding Cooperative Leader Award
- C. Best Performing LGU Cooperative Development Office

CATEGORIES OF AWARDS

Special Citation

- A. Primary Cooperatives (specific area of concern)
 - Exemplary Environmental Protection and Conservation Program
 - Outstanding Community Involvement and Development Program
 - Excellence in Membership Growth and Expansion Program
 - Remarkable Cooperative Solidarity and Partnership Program
 - Excellence in Providing Financial Products and Services to Members
 - Best in GAD Mainstreaming

CATEGORIES OF AWARDS

Special Citation

B. Primary Cooperatives (specific type)

- Health Service Cooperative
- Agriculture Cooperative (livestock; crops; aqua/marine)
- Electric cooperatives
- Housing cooperatives
- Transportation cooperatives (compliance to number of units, etc.)
- Water cooperatives
- Workers coop (PWD)

C. Cooperative Federation

D. Cooperative Union

E. Cooperative Development Council

CATEGORIES OF AWARDS

Special Citation

LGU Cooperative Development Champion

No separate nomination from the regions; recipients shall come from the national awardees

MOST OUTSTANDING PRIMARY COOPERATIVES

CATEGORY	QUALIFYING CRITERIA
MICRO SCALE	With complete reportorial requirements submitted on time (for the year 2017; submitted on or before April 30, 2018) (MOV: CAPR, List of Training, AFS)
	Must have COC for the last three (3) preceding years; (MOV: CGS 2015, 2016 & 2017)
	Must be operationally gainful for the last three (3) years and -- (MOV: AFS 2015, 2016 & 2017. For 2016 & 2017, financial report which may or may not be audited by an accredited external auditor is acceptable) <ul style="list-style-type: none">• Providing Interest on Share Capital not less than the current inflation rate (measurement is the ISC; hurdle is the inflation rate)

MOST OUTSTANDING PRIMARY COOPERATIVES

CATEGORY	QUALIFYING CRITERIA
MICRO SCALE	The cooperative should not be more than <u>TEN (10) years</u> as MICRO COOPERATIVES
	No adverse findings as enumerated during the inspection as reported such as but not limited to No infraction on the allocation of Net Surplus; No distribution of interest on share capital and patronage refund; No election; No regular GA; No Coop Development Plan & Annual Budget approved by the GA; with infraction between and among the BOD (complaint filed by any member against the BOD before the ethics committee and decided against the latter); final judgment of guilt from any court or administrative body.
	<i>(MOV: Inspection findings of the preceding year – in this case the 2017 report & Certification from the Chair that they have no court cases</i>

DOCUMENTARY REQUIREMENTS

MICRO SCALE

- A. Certificate of Compliance (2015-2017)
- B. Latest Articles of Cooperation and Bylaws
- C. Cooperative Annual Progress Report (CAPR) for 2016 and 2017
- D. Audited Financial Statement with Notes (2015 – 2017) and supporting schedules:
 - D.1. Summary of Aging of Receivables
 - D.2. Summary of Loan Releases (for Credit coops and other types of coops with lending operations)
 - D.3 Payroll of Patronage Refund
- E. List of Officers and Trainings Attended (2017)
- F. Cooperative Medium Term Development Plan (3 years)
- G. 2017 Annual Development Plan
- H. Micro Cooperative Category Form (see attached format)

DOCUMENTARY REQUIREMENTS

MICRO SCALE

- I. Other Supporting Documents:
 - I.1. Board resolution appointing/ hiring the staff
 - I.2. Photo of Office with signage
 - I.3. Certification from the Chairman or General manager approving the program and copy of the policy/ guidelines of Capital build up program; if any
 - I.4. Photo of Community Development Program implemented in 2017 with caption;
 - I.5. Certificate of membership to federation/union; if any
 - I.6. Board Resolution appointing the GAD focal/ committee; and/or Annual work Plan and accomplishment; if any
 - I.7. Certification issued by the Chairperson that the Cooperative has no court cases

MICRO COOPERATIVE CATEGORY FORM

CERTIFICATION

As nominee to the CDA Gawad Parangal 2018, we hereby certify that the following information of the cooperative are true and correct with supporting documents ready and available upon the request of the CDA:

1. COOPERATIVE MEMBERSHIP:

YEAR	NUMBER OF MEMBERS				TOTAL
	REGULAR		ASSOCIATE		
	Male	Female	Male	Female	
2015					
2016					
2017					
TOTAL					

2. LIST OF EXISTING POLICIES AND GUIDELINES APPROVED:

TITLE/NAME OF POLICIES	DATE APPROVED

3. TRAININGS CONDUCTED/FACILITATED BY THE COOPERATIVE IN 2017:

TITLE OF TRAINING	PARTICIPANTS	PARTNER ORGANIZATION IN THE CONDUCT OF TRAINING (IF ANY)	DATE CONDUCTED

4. LIST PRODUCT/S OR MATERIALS PRODUCED BY THE COOPERATIVE, IF ANY:

PRODUCT/MATERIALS PRODUCED	WHERE THE PRODUCT IS BEING SOLD

5. LIST OF BENEFITS/INCENTIVES GIVEN TO MEMBERS:

Benefits/Incentives to Members	Description of the Program	Number of Members Benefitted

6. LIST OF COMMUNITY DEVELOPMENT PROGRAMS AND ACTIVITIES IN 2017 AND THE AMOUNT UTILIZED IN THE IMPLEMENTATION OF THE PROGRAM:

Community Devt Programs Implemented	BENEFICIARIES		Amount Spent	Date of Implemented/ Conducted
	WHO (Cluster/ Group)	Number of Beneficiaries		

7. PARTNERSHIP ESTABLISHED WITH GOVERNMENT AND NON-GOVERNMENT ORGANIZATIONS ON COOPERATIVE DEVELOPMENT (PLEASE ATTACHED MOA OR BOARD RESOLUTION OR SIMILAR PROOF)

Partner Organizations	Nature of Partnership	Status

9. ROSTER OF EMPLOYEES AND SALARIES:

NAMEOF EMPLOYEE	POSITION HELD	STATUS (full time/part time)	AMOUNT OF SALARY

10. LIST OF OFFICERS INDICATING SEX

NAME OF OFFICERS	POSITION HELD	SEX (Male/Female)

11. LIST OF AWARDS/ RECOGNITIONS RECEIVED BY THE COOPERATIVE AT THE CITY/PROVINCIAL/ REGIONAL/ NATIONAL/ INTERNATIONAL LEVELS FROM 2015-2017:

TITLE OF AWARD/ RECOGNITION RECEIVED	GIVEN/ AWARDED BY	LEVEL OF AWARD (City/Provincial/Regional/ National/ International)	YEAR AWARDED

MOST OUTSTANDING PRIMARY COOPERATIVES

CATEGORY	QUALIFYING CRITERIA
SMALL AND MEDIUM SCALE	<ul style="list-style-type: none">• With complete reportorial requirements submitted on time (for the year 2017; submitted on or before April 30, 2018)
	<ul style="list-style-type: none">• With at least Very Satisfactory Rating in Social Audit Report.
	<ul style="list-style-type: none">• Must have CGS/COC for the last three (3) years; (MOV: CGS 2015, 2016 & 2017)
	<ul style="list-style-type: none">• Must be operationally gainful for the last three (3) years and -- (MOV: AFS 2015, 2016 & 2017)<ul style="list-style-type: none">• Providing Interest on Share Capital (ISC) not less than the current inflation rate (measurement is the ISC; hurdle is the inflation rate)

MOST OUTSTANDING PRIMARY COOPERATIVES

CATEGORY	QUALIFYING CRITERIA
SMALL AND MEDIUM SCALE	<ul style="list-style-type: none">No adverse findings as enumerated during the inspection as reported such as but not limited to No infraction on the allocation of Net Surplus; No distribution of interest on share capital and patronage refund; No election; No regular GA; No Coop Development Plan & Annual Budget approved by the GA; with infraction between and among the BOD (complaint filed by any member against the BOD before the ethics committee and decided against the latter); final judgment of guilt from any court or administrative body. <p><i>(MOV: Inspection findings of the preceding year – in this case the 2017 report & Certification from the Chair that they have no court cases)</i></p>

DOCUMENTARY REQUIREMENTS

SMALL & MEDIUM CATEGORY

- A. Certificate of Compliance (2015-2017)
- B. Latest Articles of Cooperation and Bylaws
- C. Cooperative Annual Progress Report (CAPR) for 2016 and 2017
- D. Audited Financial Statement with Notes (2015 – 2017) and supporting schedules:
 - D.1. Summary of Aging of Receivables
 - D.2. Summary of Loan Releases (for credit coops and other coops with lending operations)
 - D.3. Schedule or payroll of Patronage Refund (PR)
 - D.4. Schedule or payroll Interest on Share Capital (ISC)
- E. List of Officers and Trainings Attended (2017)
- F. Social Audit Report (2017)
- G. Governance, Management and Audit Report (2017)
- H. Cooperative Medium Development Plan (medium term)
- I. 2017 Annual Development Plan
- J. Computation of the rate of interest on Share Capital (ISC) and Patronage Refund (PR).

DOCUMENTARY REQUIREMENTS

SMALL & MEDIUM CATEGORY

- K. Small & Medium Cooperative Category Form (see attached format)
- L. Other Supporting Documents:
 - L.1. Photo of Community Development Programs implemented in 2017 with caption;
 - L.2. Photo of Environmental Development Program implemented in 2017 with caption
 - L.3. Board Resolution appointing the GAD focal/ committee; and/or Annual work Plan and accomplishment; if any
 - L.4. Certification that the Cooperative has no court case/s

SMALL & MEDIUM COOPERATIVE CATEGORY FORM

CERTIFICATION

As nominee to the CDA Gawad Parangal 2018, we hereby certify that the following information of the cooperative are true and correct with supporting documents ready and available upon the request of the CDA:

1. COOPERATIVE MEMBERSHIP:

YEAR	NUMBER OF MEMBERS				TOTAL
	REGULAR		ASSOCIATE		
	Male	Female	Male	Female	
2015					
2016					
2017					
TOTAL					

2. TRAININGS CONDUCTED/FACILITATED BY THE COOPERATIVE IN 2017:

TITLE OF TRAINING	PARTICIPANTS	PARTNER ORGANIZATION IN THE CONDUCT OF TRAINING (IF ANY)	DATE CONDUCTED

3. LIST OF BENEFITS/INCENTIVES GIVEN TO MEMBERS:

BENEFITS/INCENTIVES TO MEMBERS	NUMBER OF MEMBERS BENEFITTED	DESCRIPTION OF BENEFITS/ INCENTIVES PROGRAM

4. BEST PRACTICES OF THE COOPERATIVE

BEST PRACTICES	DESCRIPTION/NATURE	NUMBER OF MEMBERS BENEFITTED

5. ROSTER OF EMPLOYEES AND SALARIES:

NAMEOF EMPLOYEE	POSITION HELD	STATUS (full time/part time)	AMOUNT OF SALARY/ ANNUM

6. MEMBERS PATRONIZING THE SERVICES OF COOPERATIVES

SERVICES OF COOPERATIVES	NUMBER OF MEMBERS PATRONIZING THE COOP SERVICES	TOTAL NUMBER OF REGULAR MEMBERS	PERCENTAGE (column 2/ column 3)

7. LIST OF ENVIRONMENTAL PROGRAMS SUPPORTED WITH PHOTOS WITH CAPTION

ENVIRONMENTAL PROGRAMS	DESCRIPTION OF THE PROGRAM	DATE STARTED/ IMPLEMENTED

8. LIST OF OFFICERS INDICATING SEX:

NAME OF OFFICERS	POSITION HELD	SEX (Male/Female)

9. LIST OF AWARDS/ RECOGNITIONS RECEIVED BY THE COOPERATIVE AT THE PROVINCIAL/CITY/ REGIONAL/ NATIONAL/ INTERNATIONAL LEVELS FROM 2015 – 2017:

TITLE OF AWARD/ RECOGNITION RECEIVED	GIVEN/AWARDED BY	LEVEL OF AWARD (City/Provincial/ Regional/ National/ International)	YEAR AWARDED

Certified true and correct:

NAME
BOD Chairman OR Manager
COOPERATIVE NAME

MOST OUTSTANDING PRIMARY COOPERATIVE **LARGE CATEGORY**

Sub-categories (based on assets of
cooperatives)

- A. Millionaire Cooperative
- B. Billionaire Cooperative

MOST OUTSTANDING PRIMARY COOPERATIVES

CATEGORY	QUALIFYING CRITERIA
LARGE Millionaire Billionaire	<ul style="list-style-type: none">• With complete reportorial requirements submitted on time (for the year 2017; submitted on or before April 30, 2018)• With at least Very Satisfactory Rating in Social Audit Report.• Must have CGS/COC for the last three (3) years; (MOV: CGS 2015, 2016 & 2017)• Must be operationally gainful for the last three (3) years and -- (MOV: AFS 2015, 2016 & 2017)<ul style="list-style-type: none">• Providing Interest on Share Capital (ISC) not less than the current inflation rate (measurement is the ISC; hurdle is the inflation rate)

MOST OUTSTANDING PRIMARY COOPERATIVES

CATEGORY	QUALIFYING CRITERIA
LARGE Millionaire Billionaire	<p>➤ No adverse findings as enumerated during the inspection as reported such as but not limited to No infraction on the allocation of Net Surplus; No distribution of interest on share capital and patronage refund; No election; No regular GA; No Coop Development Plan & Annual Budget approved by the GA; with infraction between and among the BOD (complaint filed by any member against the BOD before the ethics committee and decided against the latter); final judgment of guilt from any court or administrative body.</p> <p><i>(MOV: Inspection findings of the preceding year – in this case the 2017 report & Certification from the Chair that they have no court cases</i></p>

DOCUMENTARY REQUIRE- MENTS

LARGE CATEGORY

- A. Certificate of Compliance (2015-2017)
- B. Latest Articles of Cooperation and Bylaws
- C. Cooperative Annual Progress Report (CAPR) for 2016 and 2017
- D. Audited Financial Statement with Notes (2015 – 2017) and supporting schedules:
 - D.1. Summary of Aging of Receivables
 - D.2. Summary of Loan Releases (for credit coops and other coops with lending operations)
 - D.3. Schedule or payroll of Patronage Refund (PR)
 - D.4. Schedule of Interest on Share Capital
 - D.5. Income statement of the branch/es
- E. List of Officers and Trainings Attended (2017)
- F. Social Audit Report (2017)
- G. Governance Management Audit Report (2017)
- H. Cooperative Medium Term Development Plan
- I. 2017 Annual Development Plan
- J. Computation of the rate of Interest on Share Capital (ISC) and Patronage Refund (PR).

DOCUMENTARY REQUIRE- MENTS

LARGE CATEGORY

- K. Large Cooperative Category Form (see attached format)
- L. Other Supporting Documents:
 - L.1. Certification from Cooperatives assisted under the Big-Brother, Small Brother Program
 - L.2. Photo of Community Development Program implemented in 2016 with caption;
 - L.3. Photo of Environmental Development Program implemented in 2016 with caption
 - L.4. Board Resolution appointing the GAD focal/ committee; and/or Annual work Plan and accomplishment; if any
 - L.5. Certification that the Cooperative has no court case/s

LARGE COOPERATIVE CATEGORY FORM

CERTIFICATION

As nominee to the CDA Gawad Parangal 2018, we hereby certify that the following information of the cooperative are true and correct with supporting documents ready and available upon the request of the CDA:

1. COOPERATIVE MEMBERSHIP:

YEAR	NUMBER OF MEMBERS				TOTAL
	REGULAR		ASSOCIATE		
	Male	Female	Male	Female	
2015					
2016					
2017					
TOTAL					

2. TRAININGS CONDUCTED/FACILITATED BY THE COOPERATIVE IN 2017:

TITLE OF TRAINING	PARTICIPANTS	PARTNER ORGANIZATION IN THE CONDUCT OF TRAINING (IF ANY)	DATE CONDUCTED

3. LIST OF BRANCHES

BRANCH/ES	LOCATION	YEAR ESTABLISHED	NET SURPLUS (2017)

4. LIST OF BENEFITS/INCENTIVES GIVEN TO MEMBERS:

BENEFITS/INCENTIVES TO MEMBERS	NUMBER OF MEMBERS BENEFITTED	DESCRIPTION OF BENEFITS/ INCENTIVES PROGRAM

5. BEST PRACTICES OF THE COOPERATIVE

BEST PRACTICES	DESCRIPTION/NATURE	NUMBER OF MEMBERS BENEFITTED

6. ROSTER OF EMPLOYEES AND SALARIES:

NAMEOF EMPLOYEE	POSITION HELD	STATUS (full time/part time)	AMOUNT OF SALARY/ ANNUM

7. MEMBERS PATRONIZING THE SERVICES OF COOPERATIVES

SERVICES OF COOPERATIVES	NUMBER OF MEMBERS PATRONIZING THE COOP SERVICES	TOTAL NUMBER OF REGULAR MEMBERS	PERCENTAGE (column 2/ column 3)

8. LIST OF ENVIRONMENTAL PROGRAMS SUPPORTED WITH PHOTOS WITH CAPTION

ENVIRONMENTAL PROGRAMS	DESCRIPTION OF THE PROGRAM	DATE STARTED/ IMPLEMENTED

9. LIST OF OFFICERS INDICATING their SEX:

NAME OF OFFICERS	POSITION HELD	SEX (Male/Female)

10. LIST OF AWARDS/ RECOGNITIONS RECEIVED BY THE COOPERATIVE AT THE PROVINCIAL/CITY/ REGIONAL/ NATIONAL/ INTERNATIONAL LEVELS FROM 2015 – 2017:

TITLE OF AWARD/ RECOGNITION RECEIVED	GIVEN/AWARDED BY	LEVEL OF AWARD (City/Provincial/ Regional/ National/ International)	YEAR AWARDED

Certified true and correct:

NAME
BOD Chairperson OR Manager
COOPERATIVE NAME

BEST PERFORMING LOCAL GOVERNMENT UNITS COOPERATIVE DEVELOPMENT OFFICES

- A. Provincial
- B. Municipal
- C. Component City
- D. Independent Component/highly urbanized City

Eligibility/ Qualifying Criteria

Local Government Units Cooperative Development Offices

Formally organized/ established/ created office

- with separate staff and budget
- with Ordinance or law

2. With Cooperative Development Officer duly appointed /designated

3. Must have cooperative development program/s and budget

4. Must be endorsed or nominated by an organization with juridical personality or by the CDC

*Note: The creation of office should include the word
COOPERATIVE.*

DOCUMENTARY REQUIRE- MENTS

LGU COOPERATIVE DEVELOPMENT OFFICE

- A. Copy of Ordinance creating the CDO;
- B. Approved Organizational structure
- C. Medium Term and Annual development plan with budget (2017) duly certified by the authorized signatories
- D. Total allocation and utilization of budget for the year issued by the LGU Budget Officer/ accountant;
- E. Valid Certificate of Accreditation as Cooperative Training Provider
- F. Copy of MOU/MOA with other organizations;
- G. Copy of MOA with CDA
- H. Copy of Local Development Plan and Annual Investment Plan where the Cooperative Development Plan is integrated
- I. Other Source of Budget/Allocation for Cooperative Development duly Certifies by the LGU Accountant or Budget Officer

J. OTHER SOURCE OF BUDGET/ALLOCATION FOR COOPERATIVE DEVELOPMENT DULY CERTIFIED BY THE LGU ACCOUNTANT OR BUDGET OFFICER

OTHER SOURCE OF BUDGET	PURPOSE OF THE BUDGET	AMOUNT

K. ROSTER OF PERSONNEL AND STATUS OF EMPLOYMENT CERTIFIED BY THE HR OFFICER

NAME/S OF PERSONNEL	POSITION HELD	STATUS OF EMPLOYMENT

L. LIST OF RESOLUTIONS/ ORDINANCES ON COOPERATIVES PASSED BY THE SANGGUNIAN AND ITS STATUS

TITLE OF ORDINANCE/ RESOLUTION PASSED	DESCRIPTION	DATE PASSED	STATUS/ACTION MADE

M. MEETINGS/CONSULTATIONS CONDUCTED BETWEEN SANGGUNIAN COOPERATIVE DEVELOPMENT COMMITTEE AND COOPERATIVE DEVELOPMENT OFFICE (MINUTES OF MEETINGS/AGREEMENTS TO BE ATTACHED) in 2017

DATE OF MEETING	AGENDA

N. REPORT OF TRAININGS, MENTORING AND CONSULTANCY CONDUCTED IN 2017, ATTESTED BY THE MAYOR:

NAME OF COOPERATIVES	SPECIFIC TECHNICAL ASSISTANCE PROVIDED

O. SUMMARY OF COOPERATIVES AND TECHNICAL ASSISTANCE PROVIDED IN THE COMPLIANCE OF MANDATORY REQUIREMENTS IN 2017:

NATURE OF ASSISTANCE	NO. OF COOPERATIVES ASSISTED

P. SUMMARY OF COOPERATIVES AND TECHNICAL ASSISTANCE PROVIDED IN SECURING CTE

NATURE OF ASSISTANCE	NO. OF COOPERATIVES ASSISTED

Q. SUMMARY OF COOPERATIVES AND TECHNICAL ASSISTANCE PROVIDED IN SECURING BUSINESS PERMITS AND OTHER LEGAL REQUIREMENTS

NATURE OF ASSISTANCE	NO. OF COOPERATIVES ASSISTED

R. LIST OF PROGRAMS ON COOPERATIVES REHABILITATION AND COOPERATIVES REHABILITATED

PROGRAMS ON REHABILITATION OF COOPERATIVES	NO. OF COOPERATIVES ASSISTED

S. LIST OF PROGRAMS AND ACTIVITIES ON MARKET AND DEVELOPMENT ASSISTANCE CONDUCTED SUPPORTED WITH PHOTOS AND CAPTIONS

PROGRAMS ON MARKET AND DEVELOPMENT TO COOPERATIVES	PLEASE CHECK IF CONDUCTED	NO. OF COOPERATIVES BENEFITTED
1. ESTABLISHMENT /MAINTENANCE OF TRADING CENTERS;		
2. INITIATE/CONDUCT OF TRADE FAIR		
3. MARKET INFORMATION CENTERS ESTABLISHED;		
4. MARKET AGREEMENTS ESTABLISHED		
5. PRODUCT DEVELOPMENT AND PACKAGING		
6. PRODUCT LINKAGING,		
7. E-TRADE OR E-MARKETING		

T. LIST OF COOPERATIVES ORGANIZED, SUPPORTED WITH CERTIFICATION FROM THE HEAD/TEAM LEADER OF THE ORGANIZED GROUP

NAME OF COOPERATIVE ORGANIZED	YEAR ORGANIZED	STATUS

U. LIST OF PROMOTIONAL MATERIALS DEVELOPED FOR COOPERATIVE PROMOTION (E.G. NEWSLETTER; LEAFLETS; RADIO PROGRAM; PRIMERS; ETC;)

PROMOTIONAL MATERIALS	DATE/YEAR DEVELOPED	STATUS (UPDATED/INACTIVE/ETC)

V. SUPPORT/ASSISTANCE TO COOPERATIVE DEVELOPMENT COUNCILS SUPPORTED WITH RESOLUTION/S SUPPORTING THE ACTIVITIES OF THE CDCS

ASSISTANCE PROVIDED TO CDCs	REMARKS

W. LIST OF ADVOCACY AND INVITATION OR SPONSORSHIP TO COOPERATIVES TO ATTEND LOCAL AND INTERNATIONAL CONFERENCES, SUMMITS, CONVENTIONS, ETC (PROVIDE COPY OF INVITATIONS SENT, AT LEAST 1)

LOCAL/INTERNATIONAL ACTIVITIES	ADVOCACIES AND SUPPORT ASSISTANCE PROVIDED	DATE OF ACTIVITY

X. LIST OF ADVOCACY GROUP ORGANIZED OR SUPPORT TO ADVOCACY GROUP FOR COOPERATIVE SECTORAL CONCERNS (Except CDC)

NAME OF ADVOCACY GROUP	COOPERATIVE ISSUES AND CONCERNS	DATE OF ACTIVITY

Y. PARTNERSHIP / LINKAGING ESTABLISHED WITH OTHER ORGANIZATIONS, LOCAL AND INTERNATIONAL, RELEVANT TO COOPERATIVE ADVOCACY AND DEVELOPMENT

ORGANIZATION/S WITH PARTNERSHIP ESTABLISHED	NATURE/DESCRIPTION OF PARTNERSHIP	PROGRAM/ACTIVITY IMPLEMENTED

Z. LIST OF SUPPORT/ ASSISTANCE TO CDA AND THE SPECIFIC PURPOSE THEREOF

SUPPORT/ASSISTANCE PROVIDED TO CDA	PURPOSE/OBJECTIVES	DATE/SCHEDULE IMPLEMENTED/ PROVIDED

AA. ACTIVITIES CONDUCTED/ PROGRAMS IMPLEMENTED TO DISSEMINATE CDA ISSUANCES

ACTIVITIES/PROGRAMS TO DISSEMINATE CDA ISSUANCES	DATE CONDUCTED/ IMPLEMENTED	REMARKS

BB. FINANCIAL ASSISTANCE PROVIDED TO COOPERATIVES' GROWTH AND ENTERPRISE/LIVELIHOOD DEVELOPMENT IN 2017; SUPPORTED WITH SUMMARY OF DISBURSEMENT

NAME OF COOPERATIVES PROVIDED FINANCIAL ASSISTANCE	PURPOSE OF FINANCIAL ASSISTANCE	DATE OF FINANCIAL ASSISTANCE

CC. FACILITATING **ACCESS TO FINANCIAL ASSISTANCE** FOR COOPS' GROWTH AND ENTERPRISE /LIVELIHOOD DEVELOPMENT IN 2017

NAME OF COOPERATIVES ASSISTED	NATURE OF ASSISTANCE	STATUS/REMARKS

DD. LIST OF SOCIAL and COMMUNITY ACTIVITIES CONDUCTED/ INITIATED/ PARTICIPATED IN BY THE CDO; SUPPORTED WITH PHOTOS

SOCIAL AND COMMUNITY ACTIVITIES CONDUCTED	BENEFICIARIES	DATE IMPLEMENTED

EE. LIST OF AWARDS/ RECOGNITIONS RECEIVED BY THE COOPERATIVE AT THE PROVINCIAL/CITY/ REGIONAL/ NATIONAL/ INTERNATIONAL LEVELS FROM 2015 – 2017:

TITLE OF AWARD/ RECOGNITION RECEIVED	GIVEN/AWARDED BY	LEVEL OF AWARD (City/Provincial/Regional/ National/ International)	YEAR AWARDED

MOST OUTSTANDING COOPERATIVE LEADER AWARD

Eligibility Requirements

COOPERATIVE LEADERS

- Must be a cooperative member in good standing for the past ten (10) years immediately preceding the nomination
 - With share capital not exceeding 10% of the total subscribed capital
- With no derogatory record
- With exemplary contributions to cooperative development IN ANY OF THE FOLLOWING AREAS: EDUCATION AND TRAINING, GOVERNANCE AND MANAGEMENT, BUSINESS DEVELOPMENT, SOCIAL ENTREPRENEURSHIP, RESEARCH, COMMUNITY SERVICE AND OTHERS
- Must be nominated/endorsed by at least two (2) different type of organizations from the following : cooperative, government organizations (except CDA), private sector, other institutions
- He/she is not receiving compensation from the cooperative within the last five (5) years

Eligibility Requirements

COOPERATIVE LEADERS

- The Nominee and nominator should be at same region
- The nominee shall be:
 - participating in the SMCBU program of their cooperative
 - Regularly attending General Assembly Meeting
 - Patronizing the services of cooperatives
- Had been an officer of cooperatives for at least five (5) years whether elective or appointive

DOCUMENTARY REQUIRE- MENTS

COOPERATIVE LEADER

- A. Nomination Form
- B. Profile of the candidate
- C. List and photos with descriptions of the accomplishments and contributions to cooperative development
- D. List of Technical Assistance Rendered to cooperative.
- E. List of innovative programs/projects introduced by the nominee which are being practiced by the cooperative (e.g. marketing system, new product develop) supported with BOD Minutes of Meetings, Annual Report, Board Resolutions, publications)
MOV: minutes of the meeting, programs/projects must be proposed by the nominee; programs /projects must have impact to the coops and to the cooperative development
- F. Board Resolution approving affiliation of cooperative and proof of membership or affiliation of cooperative during his/her term
- G. Proof of resource generated for the last three (3) years such as donations, grants, subsidies, loan assistance etc.
- H. Report on the impact of the resources generated or how it become relevant to the cooperative recipients

DOCUMENTARY REQUIRE- MENTS

COOPERATIVE LEADER

- I. List of materials developed and presented in fora/conferences/seminars (i.e. Publications, researches, etc.)
- J. Certification from LGUs of his/her membership/representation in the activities/planning bodies and his/her involvement/ participation in the LGU activities
- K. Certification from other organization/s that he/she has been or is currently an officer or member of such organizations;
- L. Proof/evidence of cooperatives organized/served by the cooperative leader with increase in any of the following aspects:
Asset/Networth/Income/Net Surplus/Membership
- M. Certification from Cooperatives on the following:
 - His/her major involvement in the organization of successful cooperatives
 - membership in good standing for the past ten (10) years

DOCUMENTARY REQUIRE- MENTS

COOPERATIVE LEADER

- N. Involvement in local/national cooperative activities and affairs as co-organizer of the event/resource speaker/ committee membership either in the local or national level:
 - 1) Resolution or certification as co-organizer;
 - 2) Copy of Certificate of recognition/ appreciation as speaker;
 - 3) Resolution or certification as Committee member
- O. List of local and national cooperative activities served as co-organizer including the dates
- P. List of local and national cooperative activities served as resource person including the dates
- Q. List of local and national cooperative activities served as Committee member including the dates
- R. List of international activities/affairs attended as participant and activities/initiatives to replicate/apply the learnings from that activity
- S. Certification from Cooperatives on the following:
 - share capital, savings, attendance to GA meeting and patronage of cooperative's business
- T. Proof of Awards, Certificates of Recognition / Citation received

SPECIAL CITATIONS for COOPERATIVES & CO-OP DEVT. PARTNERS

- Separate nomination from the major awards
- One nominee only per category
- Should not be a recipient of the same award in the previous years of Gawad Parangal

SPECIAL CITATIONS for COOPERATIVES

BASIC QUALIFICATIONS FOR COOPERATIVES:

- With Certificate of Compliance (3 Years);
- No adverse findings as enumerated during the inspection as reported such as but not limited to No infraction on the allocation of Net Surplus; No distribution of interest on share capital and patronage refund; No election; No regular GA; No Coop Development Plan & Annual Budget approved by the GA; with infraction between and among the BOD (complaint filed by any member against the BOD before the ethics committee and decided against the latter); final judgment of guilt from any court or administrative body.

For PRIMARY COOPERATIVES

A. Exemplary Environmental Protection and Conservation Program

- The cooperative must have remarkable programs/projects that promote environment awareness and advance the community in terms of environment protection and conservation;
- Engagement of the community in the environmental programs/projects of the cooperative;
- Presence of MOA/MOU with Local and International Partners;
- Presence of environment development projects such as but not limited to the following:
 - Disaster risk reduction ;
 - Climate change mitigation;
 - Adoption of Protected Areas;
 - Waste management and recycling;
 - Tree planting;
 - Coastal clean up

For PRIMARY COOPERATIVES

B. Exemplary Environmental Protection and Conservation Program

- Presence of policy and advocacy for Environment Development (i.e. environmental concerns are incorporated in the co-op By-laws or its vision, mission, goal or in the coop development plan)
- Provision of budgetary allocation for Environment Related Activities
- Presence of committee on cooperative environmental concerns
- Conducts environmental research
- Participation/Advocacy of Climate Change Mitigation, Watershed development, Environment consciousness building, Rainforest conservation and protection and related concerns

For PRIMARY COOPERATIVES

C. Outstanding Community Involvement and Development Program

- The cooperative must have remarkable community development and social welfare programs/ projects/ activities initiated and/or participated that contributes great impact to the members and the community and nation as a whole.
- Must have conducted/initiated any or all of the following activities:
 - Health, medical mission, feeding program and other programs that improve the quality of life in the community
 - Programs responsive to Gender, Elderly, Youth and Persons with Special Needs, donation to community projects;
 - Promotion of education at all levels;
- Participate/contribute to the achievement of Sustainable Development Goals (SDG);
- Presence of policy and budget for the implementation of the programs;
- Full utilization of the Community Development Fund purely for community and social development;

For PRIMARY COOPERATIVES

D. Excellence in Membership Growth and Expansion Program

- The cooperative must have exemplary performance in terms of increasing the cooperative membership.
- Application of unique strategy to promote regular membership;

For PRIMARY COOPERATIVES

E. Remarkable Cooperative Solidarity and Partnership Program

- The cooperative must have exemplary performance in terms of building cooperation among cooperatives and alliances/network linkages with the other cooperatives. Implement activities that promote cooperation among cooperatives.
- Affiliation and Participation in the cooperative federation/union (local/international)
 - Remittance of CETF
 - pro-active participation in summits/ convergences initiated by the feds/unions (taking roles in the implementation of the activity)
- Partnership with other cooperatives along these concerns:
 - ☐ Technology transfer
 - ☐ Marketing alliances and Supply Chain (business matching)
 - ☐ Research and Training Support (e.g. big brother-small brother program, continuous education & training)
 - ☐ Donation/grants (cash/kind)
 - ☐ Lakbay-aral

For PRIMARY COOPERATIVES

F. Excellence in Providing Financial Products and Services to Members

- The cooperative provides effective access and wide range of financial products and services to members. These may include: Savings, Credit, Payments, Insurance, Remittances, Investments, Mobile financial service and Microfinance;
- Products and services are responsive and relevant to the financial needs of its members; and
- With innovative schemes in reaching a large number of members in the rural areas.

For PRIMARY COOPERATIVES

G. Best in Gender and Development Mainstreaming

- Implements/adopts the provisions of MC 2013-22;
- With in-placed GAD mechanisms for at least 3 years;
- With best programs/activities and projects on GAD;
- Applied/used the tool for assessing gender equality (MC 2017-04)
- With approved Cooperative GAD Plan

For PRIMARY COOPERATIVES

SPECIFIC TYPE OF COOPERATIVE

1. Health Service Cooperative
2. Agriculture Cooperative (livestock; crops; aqua/marine)
3. Electric cooperatives
4. Housing cooperatives
5. Transportation cooperatives (compliance to number of units;
6. Water cooperatives
7. Workers coop

Manifest the following in the performance and operation of the cooperative:

- Best practices
- Value addition
- Production
- Application of technology for innovation
- Market niche
- Utilities: gainful; service efficiency (cost better than others); financial performance; observe the distinct features of the cooperatives (ISC; PR; Conducting GAM etc); compliance to CDA requirements.

For COOPERATIVE FEDERATIONS

The federation exemplifies unique features that augment/ supplement/ complement the businesses of cooperative members

CRITERIA:

- Must have been issued COC for the last 3 years;
- Must be operationally gainful for the last three years;
- Compliant with the legal requirements of CDA, BIR, LGU, etc
- No business competition with its member cooperatives;
- Must have an office in the designated official address as indicated in the articles of cooperation
- No major findings as a result of inspection

THEME:

PROMOTE VALUE ADDED FEATURES TO THE PRODUCTS AND SERVICES OF THE MEMBER COOPERATIVE (e.g. but not limited to the ff.: prolonging of SHELF LIFE of products; for credit – accounting system for coops; for consumer – bulk buying for distribution to members

For COOPERATIVE FEDERATIONS

Means of Verification:

- Truthfulness/ and faithfulness in fulfilling its mandate, i.e, business activities are not competing with the business of the member cooperatives (ACBL)
- Reach/Provision of services to members (list of members availed of the services vis number of members)
- Degree/impact of its programs to its members (refer to Annual reports for at least 5 years)
- Feedbacks from its members

For COOPERATIVE UNIONS

The Unions exemplify unique features that represent the interest and welfare of all types of cooperatives

PROOFS:

Concrete result of the action undertaken by the union/s which benefitted majority of the cooperatives and which may have local/national significance:

- Policy action;
- Taxation issues;
- Opportunities/privileges for cooperative granted (e.g. Transport terminals; public market operation)
- Access to government programs (provision of eqpt; technical/ financial assistance)

For COOPERATIVE DEVELOPMENT COUNCILS

- The COUNCIL shall exemplify unique features that represent the interest and welfare of all types of cooperatives and implement concrete result of the action which benefitted majority of the cooperatives and which may have local/national significance:
 - Policy action;
 - Taxation issues;
 - Opportunities/privileges for cooperative granted (e.g. Transport terminals; public market operation)
 - Access to government programs (provision of eqpt; technical/ financial assistance)
- Active involvement in the formulation, harmonization and monitoring of cooperative development plans and programs including the PCMTDP through consultations with cooperatives, GOs, etc
- Policy recommendation on cooperative issues/concerns which they elevated to concerned agencies;
- Cascading of government programs among cooperatives