

ECONOMIC SURVEY OF

(Name of Cooperative)

BACKGROUND ;

RATIONALE ;

I. GENERAL INFORMATION

A. Type of Cooperative:

____ Credit ____ Producer ____ Service ____ Consumer ____ Marketing
____ MPC ____ Advocacy ____ ARC ____ Coop Bank ____ Dairy
____ Education ____ Electric ____ FSC ____ Fishermen ____ Health Service
____ Insurance ____ Transport ____ Water ____ Workers
____ Others (Specify) _____

B. Office Address of Cooperative: _____
(No., Street, Bgy., Town/City, Province)

C. Area of Operation: ____ Barangay ____ Municipal/City ____ Provincial
 ____ Regional ____ National

D. Common Bond of Membership: ____ Residential ____ Institutional
 ____ Occupational ____ Associational

E. Composition of Members:
____ Farmers ____ Indigenous Community ____ Youth
____ Fisherfolks ____ Disabled ____ Women
____ ARB's ____ Rebel Returnees ____ OFW's
____ Workers/Employees ____ Others (Specify) _____

F. No. of Founding/Organizing Members: _____

G. Projected Increase of Membership for:

First Year : _____
Second Year : _____
Third Year : _____

H. Authorized Capital P _____
Subscribed Capital P _____
Paid-up Capital P _____

Par value P _____

I. Is the proposed cooperative previously Registered with? : SEC _____ DOLE _____
 ____ Others, specify _____

II. STRATEGIC OPERATIONAL STUDIES

A. Economic Aspect

1. Are there any other existing cooperative/s within your proposed area of operation that provide the same goods/services which the cooperative plans to offer? If yes, please state the name/s of such cooperative/s: _____.

2. What strategies the cooperative shall implement to ensure the support of the members?

_____ Collective purchases

_____ Commitment on lending policies

_____ Active participation in cooperative affairs

_____ Others (please specify) _____.

3. Are you intending to transact business with
a) members only__ b) members and non-members _____

4. What business activities the Cooperative plans to undertake during the first three years of its operation:

First Year : _____.

Second Year : _____.

Third Year : _____.

B. Financial Aspect

1. Capitalization

a. In pursuing its economic activities, how shall the Cooperative generate its capital?

_____ Share Capital Subscription

_____ Deferred payment of patronage refund/interest on share capital (Revolving Capital)

_____ Acquisition of Loans/borrowings

_____ Solicitation/acceptance of donations, subsidies, grants, etc.

_____ Fund raising activities

b. How much is the Cooperative's initial operating capital? _____.

c. Strategies for internal capital build-up. _____.

2. Revenue

Projected revenue based on the initial operating capital.

First Year : _____.

Second Year : _____.

Third Year : _____.

3. Expenditure

How much is the estimated expenses, for:

First Year : _____.

Second Year : _____.

Third Year : _____.

4. Investments

Does the Cooperative intend to invest in the following?

_____ Cooperative bank

_____ Mutual

_____ Federation

_____ Insurance

_____ Joint ventures

_____ Others (specify) _____

C. Technical Aspect

1. What equipment/machineries/facilities are deemed necessary for the effective and efficient operation of the Cooperative? (please check)

_____ Typewriter

_____ Medical Instruments

_____ Computer

_____ Warehouse

_____ Tables

_____ Milling

_____ Chairs

_____ Farm Equipment

_____ Calculator

_____ Post Harvest Equipment

_____ Vault/Safe

_____ Solar Dryer

_____ Filing Cabinet

_____ Fishing Equipment

_____ Others (specify) _____

2. How would the Cooperative procure its equipment/machineries/facilities?
 _____ Cash purchase Other mode/s (specify) _____
 _____ Loans _____
 _____ Donations _____

3. What skills/experiences/trainings are deemed necessary for the operation of its equipment/machineries/facilities?

D. Organizational Structure/(attached organizational chart)

1. What qualifications/skills the Board of Directors should possess to enable them to formulate sound policies, strategies and guidelines which would ensure the success of the Cooperative?

2. For its initial operations, who among the following officers/employees should be hired by the Cooperative.

POSITION	NAME	STATUS OF APPOINTMENT	MINIMUM EDUCATION EXPERIENCE/TRAINING	MONTHLY COMPENSATION
Manager				
Accountant				
Bookkeeper				
Cashier				
Collector				
Sales Clerk				
Others				

(Permanent, Contractual, Full-time, Part-time, Volunteer, etc.)

3. What are the Cooperative's education programs for:

- a) Members _____
- b) Officers _____
- c) _____ Staff

4. Who are the Chairmen and members of the following committees?

- a) _____ Audit

- b) Credit _____

- c) Election _____

- d) Education & Training _____

- e) Mediation/Conciliation _____

- f) Other (Specify) _____

We, the Founding Board of Directors, hereby certify that the foregoing Economic Survey was prepared in accordance with the facts, information and other data we believed vital to the success of the initial operations of the Cooperative.

 Chairman BOD Member BOD Member

 BOD Member BOD Member

Subscribed and sworn to before me this _____ day of _____, 201__ in _____, Philippines above affiants exhibiting to me their valid proof of identity:

Names	Proof of Valid Identity	Office & Place of Issue

NOTARY PUBLIC

NOTE: The CDA reserves the right to review/verify the authenticity/viability of the information provided in this survey and may require the proponent to modify, revise or amend the whole or any part thereof if necessary, or, if found to be economically unfeasible, deny the registration of the Cooperative.