

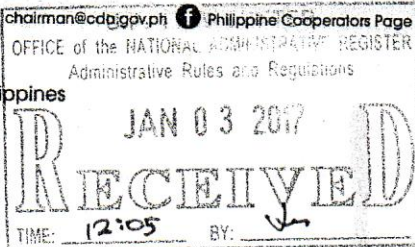


Office of the President of the Philippines
COOPERATIVE DEVELOPMENT AUTHORITY

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Central Office

827 Aurora Blvd., Service Road, Brgy. Immaculate Conception, 1111 Cubao, Quezon City, Philippines



MEMORANDUM CIRCULAR NO. 2016-08

Series of 2016

SUBJECT : AMENDED SCHEDULE OF REGISTRATION FEES

DATE : October 18, 2016

The Authority hereby prescribes the following Amended Schedule of Registration Fees:

Section 1. Scope – This amended Registration Fees shall be imposed for every transaction specified in Section 4, hereof consequent to the registration of cooperatives. Legal and Research Fees (LRF) shall also be imposed / collected by the Authority in the exercise of its functions and responsibilities.

Section 2. Legal Basis – This Memorandum Circular is anchored on Section 3(j) of R.A. 6939 which states that the CDA is empowered to "Impose and collect reasonable fees and charges in connection with the registration of cooperatives".

Section 3. Purpose –Equity requires that persons receiving or benefiting from rendered services share the cost of providing such services in order to defray the necessary expenses consequent thereto.

Section 4. Schedule of Fees – The Amended Fees are indicated below:

PROCESS	REQUIRED FEES
A. Name Reservation (pre-registration)	
30days	Php 100
60days	Php 200
90days	Php 300
B - Initial Registration	
<i>The initial registration fee to be imposed shall be 1/10 of 1% of the paid-up capital or the basic fee below whichever is higher</i>	
b.1 Primary Co-ops	Php 500
b.2 Secondary Co-ops	Php 2,000
b.3 Tertiary Co-ops	Php 3,000
b.4 Laboratory Co-ops	Php 50

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C - Amendment	
c.1 On specific provision/s	Php300
c.2 By substitution	Php300
c.3 On increase of capital	1/10 of 1% of the increased paid-up capital
D. Merger	400.00 and, apply "c.3" above in case of increase in capital
E. Consolidation	apply "B" above, if applicable
F. Division	apply "B" above, if applicable

Section 5. *Legal and Research fee (LRF)*-An additional LRF fee in an amount equivalent to one percent (1%) of the fee imposed but in no case lower than ten (10) pesos shall be collected on every fee for all applications for registration and amendment, petitions and complaints imposed by the Authority in the exercise and discharge of its regulatory functions.


Section 6. *Repealing Clause.* All previous circulars and/or guidelines issued by the Authority which are inconsistent with this Guidelines are hereby repealed or modified accordingly.

Section 7. *Effectivity.* This Circular shall take effect immediately upon approval hereof by the Board of Administrators and filing with the Office of National Administrative Register (ONAR).

Approved pursuant to BOA Resolution No. 361, S-2016 dated October 18, 2016.

For the Board of Administrators

By:


ORLANDO R. RAVANERA
Chairman



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**EXCERPTS FROM
 MINUTES OF REGULAR MEETING
 OF THE CDA BOARD OF ADMINISTRATORS HELD ON OCTOBER 18, 2016
 Boardroom**

PRESENT:

- | | |
|----------------------------------|-------------------------------|
| Hon. Orlando R. Ravanera | - Presiding Officer/Chairman |
| Hon. Eulogio T. Castillo, Ph. D. | - Administrator from Luzon |
| Hon. Mercedes D. Castillo | - Administrator from Visayas |
| Hon. Benjie S. Oliva | - Administrator from Visayas |
| Hon. Paisal I. Cali | - Administrator from Mindanao |

ALSO PRESENT:

- | | |
|---------------------|----------------------|
| Dir. Ray R. Elevazo | - Executive Director |
|---------------------|----------------------|

RESOLUTION NO. 361, s-2016

Upon motion by Adm. Benjie S. Oliva duly seconded by Adm. Mercedes D. Castillo, be it RESOLVED, as it is hereby RESOLVED, to approve the Memorandum Circular on the Amended Schedule of Registration Fees.

APPROVED.

xX

xX

xX

This is to certify that the foregoing is true and correct from the minutes of the CDA Board of Administrators' Regular Meeting.


MARY GRACE I. CINCO
 Board Secretary IV

ATTESTED:


ORLANDO R. RAVANERA
 Chairman

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