



COOPERATIVE DEVELOPMENT AUTHORITY

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

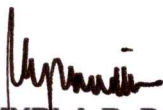

TO : ALL REGISTERED COOPERATIVES

Pursuant to CDA Board Resolution Nos. **822, S-2024** and **074, S-2025**, the submission of required reports for 2025 covering FY 2024 operations shall be in accordance with the following :

1. **Micro cooperatives**¹ shall encode the inputs for the simplified reports via the designated "Online Services (Submission of Reports)" tab on the CDA Website;
2. All other cooperatives (**secondary, tertiary and special types**), **small, medium and large** primary cooperatives, including registered cooperatives in FY 2024, regardless of their asset category, shall submit the required reports electronically through the existing Cooperative Annual Information System (CAIS).

Strict adherence to these submission methods is required for compliance with the legal requirements. This shall facilitate evaluation of the submitted reports and data processing.

For information and compliance .


ASEC MYRLA B. PARADILLO
OIC-Chairperson


Date Signed: February 17, 2025

¹ Refers to primary cooperatives with assets not exceeding Php 3,000,000.00

