

REQUIREMENTS FOR RENEWAL OF ACCREDITATION

(submit (2) two sets of Documents in separate folder)

1. Name, office address, telephone number and email address, if any of the organization;
 2. Specific services rendered to the public;
 3. Names, postal addresses , email addresses, telephone or fax numbers of officials;
 4. Community or communities currently served within Misamis Occidental and period of operation within the area.
 5. Resolution of its Board of Directors or Board of Trustees manifesting its interest to apply for accreditation with the Sangguniang Panlalawigan;
 6. Pictures of projects, programs and activities undertaken for the preceding year. If received any assistance from the Province, pictures of the projects or activities funded through financial assistance from the Governor, Vice Governor or Board Member's Rural Development Fund (RUDF) or Grants Aids and Contribution (GAC);
 7. Annual accomplishment report for the immediately preceding year; and
 8. Financial statements for the immediately preceding year certified by an Accountant if income is more than P50,000 or certified by its Auditor when its income is less than P50,000. If received any financial assistance from the province through GAC and RUDF of the Governor, Vice Governor or Board Members, the same must be reflected in the financial statements.
 9. NGOs, POs, IPOs, and Cooperatives already operating within the Ancestral Domain must secure compliance of Free Prior Informed Consent (FPIC) Certificate from the concerned Subanen Tribal Council in case of Cities/Municipalities or the Provincial Tribal Council (PTC) in case of province-wide operation. The National Commission on Indigenous Peoples (NCIP) shall issue a Certificate of Registration only after the FPIC has been issued.
- **THE DOCUMENTS SHOULD BE PLACED IN A FOLDER ARRANGED ACCORDING TO THE SEQUENCE OF THE REQUIREMENTS ENUMERATED ABOVE.**

PAYMENT OF ACCREDITATION FEE at the Provincial Treasurer's Office. Paid after receipt of Notice to pay from the Sangguniang Panlalawigan.

For Renewal Accreditation – P700.00