

AFFILIATE MEMORANDUM OF AGREEMENT

This agreement is entered into by and between:

The **UNION OF ENTERPRISING COOPERATIVE (UNECO)**, a cooperative union duly registered with the Cooperative Development Authority (CDA) with main office at UNECO Building, Capitol Compound, San Agustin, Trece Martires City, Province of Cavite, herein represented by its Chairperson, **DR. JOSE R. DOMINGO, JR.**, hereinafter referred to as the **UNION**,

and

The _____, a cooperative duly registered with the Cooperative Development Authority (CDA), with its main office at _____, herein represented by its Chairperson, _____, hereinafter referred to as the **AFFILIATE**,

WITNESSETH: That

WHEREAS, Article 4 (5) of RA 9520 states that “Education, Training, and Information - Cooperatives shall provide education and training for their members, elected and appointed representatives, managers, and employees so that they can contribute effectively and efficiently to the development of their cooperatives.”

WHEREAS, Article 86 (2), R.A. 9520, states that “An amount for the education and training fund shall not be more than ten percent (10%) of the net surplus. The bylaws may provide those specific fees or a portion thereof be credited to such fund. The fund shall provide for the training, development, and similar other cooperative activities geared towards the growth of the cooperative movement: (a) Half of the amounts transferred to the education and training fund annually under this subsection shall be spent by the cooperative for education and training purposes; In contrast, the other half may be remitted to a union or federation chosen by the cooperative or of which it is a member.

WHEREAS, the UNION is organized primarily to carry out the mandate on the 4th principle of “Continuous Education, Training and Information” and to recognize the 6th principle of “Cooperation among Cooperatives;

WHEREAS, the UNION is a non-stock, non-business organized to represent the interest and welfare of all types of cooperatives at the city, municipal, provincial, regional, and national levels;

WHEREAS, the UNION seeks to promote knowledge of cooperative principles and practices to develop the cooperative movement in their respective jurisdictions;

WHEREAS, the CETF Utilization program of the UNION shall be 60% of the remittance shall be utilized for the conduct and actively participating in capacity development of human resources of cooperatives, attending cooperative leaders’ conferences, benchmarking with successful cooperatives both in local and internationally and purchasing of training equipment;

WHEREAS, thirty percent (30%) of the CETF remittance is for the operating expenses of the UNION, another five percent (5%) for funding the conduct of research about the cooperatives, and the other five percent (5%) is for financing the social development program of the UNION and the community;

WHEREAS, the AFFILIATE is a registered and compliant primary cooperative operating within the area of operation of the UNION;

WHEREAS, the AFFILIATE voluntarily applies for membership, submits the required documents necessary for application, and agrees to pay the value membership fee amounting to One Thousand Pesos (Php1,000.00);

WHEREAS, the UNION and AFFILIATE, in pursuance of their respective duties and responsibilities, need to work closely together and coordinate efforts consistent with the provisions of the R.A. No. 9520 and Articles of Cooperation and Bylaws of both parties to ensure the provision for the training, development and similar other cooperative activities geared towards the growth of the cooperative movement.

NOW, THEREFORE, for and in consideration of the preceding premises, the parties have agreed with this agreement as follows:

A. RESPONSIBILITIES OF THE UNION

1. Represent the interest and welfare of cooperatives in their respective area of operation;
2. Conduct a forum with the affiliate cooperatives on the latest bill, laws, memorandum circulars, regulations, and compliance updates affecting and concerning the cooperatives;
3. Conduct the Cooperative Annual Monitoring Program (CAMP) to affiliates assessing the needs, growth, and areas of concern of the affiliate-cooperatives;
4. Conduct research about cooperatives; recommend and endorse policy development based on data analysis;
5. Develop programs and management services based on the need analysis of the affiliate cooperatives. The said programs, as well as the utilization of the CETF collected, shall be included in the development plan;
6. Develop policies that will benefit the cooperative business operation, governance, and compliance;
7. Provide a report on the utilization of CETF to the AFFILIATE every semestral or as necessary as possible;
8. Collaborate with the affiliate cooperatives on the social development programs of the cooperative and in the community in partnership with National Government Agencies (NGA), Local Government Units (LGU), and Non-Governmental Organizations (NGO); and
9. Collaborate with different government agencies, non-government, academe, cooperative development councils, and partnership with

cooperative unions and federations for networking, marketing, alliance, and development of policies and programs for the cooperatives.

B. RESPONSIBILITIES OF THE AFFILIATE

- 1. Continually remit every year the CETF that is due to the UNION, including the annual dues amounting to Two Pesos (2.00) per member based on the preceding year;
- 2. Remit within sixty (60) days after the deadline for submission of the required reports to CDA following the year of allocation;
- 3. Submit the updated cooperative profile and latest audited financial statement every year;
- 4. Actively participate in the Cooperative Annual Monitoring Program (CAMP) of the UNION;
- 5. Actively patronize the services of the UNION for its continuous education and development and avail the AFFILIATES benefits under the CETF Utilization program;
- 6. Attend advocacy forum that carries out the interest and welfare of cooperatives; and
- 7. Attend affiliate meetings, activities, and camaraderie and actively participate during the annual general assembly meeting.

This Memorandum of Agreement may be modified or amended if the amendment is in writing and signed by both parties. It shall take effect upon the signing of the parties and terminate upon the affiliate's termination of membership as an affiliate of the union.

IN WITNESS WHEREOF, we have hereunto set our hands this ____ day of _____, 20__ in _____.

_____ (Name of Affiliate-Cooperative)	Union of Enterprising Cooperatives (UNECO)
By:	By:
_____ SIGNED OVER PRINTED NAME Chairperson	DR. JOSE R. DOMINGO, JR Chairperson

SIGNED IN THE PRESENCE OF:

_____ SIGNED OVER PRINTED NAME	_____ SIGNED OVER PRINTED NAME
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