



2021 ANNUAL REPORT

YEARS



CONTINUOUS SERVING

and spread of kindness to our community



1ST QUARTER
RICE AND GROCERY DISTRIBUTION
JANUARY 20, 2021



1ST QUARTER
RICE AND GROCERY DISTRIBUTION
FEBRUARY 26, 2021



GREEN REVOLUTION DAY
MARCH 1, 2021



2ND QUARTER
RICE AND GROCERY DISTRIBUTION
APRIL 29, 2021



2ND QUARTER
RICE AND GROCERY DISTRIBUTION
MAY 7, 2021



CONTINUOUS MASK DISTRIBUTION
FOR TODA MEMBERS TO CSJDM
APRIL 2021



2ND QUARTER
RICE AND GROCERY DISTRIBUTION
MAY 14, 2021



CONTINUOUS MASK DISTRIBUTION
FOR TODA MEMBERS TO CSJDM
MAY 2021



3RD QUARTER
RICE AND GROCERY DISTRIBUTION
JULY 2, 2021



3RD QUARTER
RICE AND GROCERY DISTRIBUTION
JULY 8, 2021



FOOD PACKS DONATION
TO CSJDM VACCINE SITE
JULY 22, 2021



CONTINUOUS MASK DISTRIBUTION
FOR TODA MEMBERS TO CSJDM
JUNE - JULY 2021



3RD QUARTER
RICE AND GROCERY DISTRIBUTION
AUGUST 31, 2021



FOOD PACKS DONATION TO CSJDM
VACCINE SITE IN PARTNERSHIP
W/ BULACAN HALL OF FAME
OCTOBER 28, 2021



DONATION OF BARANGAY
SIDECAR PATROL FOR 2 BARANGAYS
OCTOBER 29, 2021



BLOOD LETTING PROGRAM
OCTOBER 30, 2021



DONATION OF ALKALINE DRINKING
WATER PURIFIER FOR OSPITAL NG
LUNGSOD NG SAN JOSE DEL MONTE
NOVEMBER 9, 2021



DONATION OF HYGIENE KITS AND
DISINFECTANT MATERIALS FOR BJMP
NOVEMBER 24, 2021



CLEAN UP DRIVE
NOVEMBER 27, 2021



TREE PLANTING PROGRAM
DECEMBER 11, 2021



GIFT GIVING IN 7 ORPHANAGE AND
HOME FOR ELDERLY
DECEMBER 20 - 22, 2021



DONATION OF HAND WASHING
FACILITY TO SAN JOSE DEL MONTE
CENTRAL SCHOOL
DECEMBER 22, 2021

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OPERATIONAL PLANS 2022

Calendar of Activities

2022

January	
February	<ul style="list-style-type: none"> • Donation of Rice and Groceries for Orphanage
March	<ul style="list-style-type: none"> • Donation of Rice and Groceries for Orphanage • Breast and Cervical Cancer Awareness • Zumba
April	<ul style="list-style-type: none"> • Tree Planting • Clean Up Drive • Donation of Waste Segregation Trash Bin for Barangays
May	<ul style="list-style-type: none"> • Donation of Rice and Groceries for Orphanage • Medical and Dental Mission with HIV Awareness Program, Eye Specialist and ENT Check Up • Donation of Barangay Sidecar Patrol • Donation of Hand Washing Area for Public School • Distribution of Disinfectant Equipment's and Disinfectant Solutions for Public School • Distribution of Customized Facemask for Members • Gender and Development Seminar • Condiments Making Seminar • Basic Digitalization for Senior Citizens • Urban Gardening Contest Household Edition
June	<ul style="list-style-type: none"> • Financial Literacy Seminar • Re-opening of Clinic and 50% Laboratory Discounts for Members • Meat and Food Processing Seminar • Business Forum
July	<ul style="list-style-type: none"> • Donation of Rice and Groceries for Orphanage • Donation of Grocery Package for PWD
August	<ul style="list-style-type: none"> • Senior Citizen's Month • Donation of Rice and Groceries for Orphanage • Laboratory Check Up Discounts & Eye Check Up with Health Awareness for Senior Citizens and PWD
September	<ul style="list-style-type: none"> • Job Fair Partner with PESO • Donation of Rice and Groceries for Orphanage • Candle Making Seminar • Seminar on Basic Cooperative Course
October	<ul style="list-style-type: none"> • Donation of Barangay Sidecar Patrol • Blood Letting • Tree Planting • Distribution of food packs for Vaccination Sites • Agri-Link Exposure Program • Climate Change Seminar • Flower Arrangements Seminar • Business Development Seminar
November	<ul style="list-style-type: none"> • Donation of Baby Hygiene Kit • Financial Literacy Seminar • Cakes and Pastries Seminar
December	<ul style="list-style-type: none"> • Gift Giving for Orphanage • Gift Giving for Members Transacting on December • Food and Beverages Seminar

Statement on the Cooperative Identity

Definition

A cooperative is an autonomous association of persons united voluntarily to meet their common economic, social, and cultural needs and aspirations through a jointly-owned and democratically controlled enterprise.

Values

Cooperatives are based on the values of self-help, self-responsibility, democracy, equality, equity and solidarity. In the tradition of their founders, co-operative members believe in the ethical values of honesty, openness, social responsibility and caring for others.

Principles

The cooperative principles are guidelines by which cooperatives put their values into practice.

1. Voluntary and Open Membership

Cooperatives are voluntary organizations, open to all persons able to use their services and willing to accept the responsibilities of membership, without gender, social, racial, political or religious discrimination.

2. Democratic Member Control

Cooperatives are democratic organizations controlled by their members, who actively participate in setting their policies and making decisions. Men and women serving as elected representatives are accountable to the membership. In primary co-operatives members have equal voting rights (one member, one vote) and cooperatives at other levels are also organized in a democratic manner.

3. Member Economic Participation

Members contribute equitably to, and democratically control, the capital of their cooperative. At least part of that capital is usually the common property of the cooperative. Members usually receive limited compensation, if any, on capital subscribed as a condition of membership. Members allocate surpluses for any or all of the following purposes: developing their cooperative, possibly by setting up reserves, part of which at least would be indivisible; benefiting members in proportion to their transactions with the cooperative; and supporting other activities approved by the membership.

4. Autonomy and Independence

Cooperatives are autonomous, self-help organizations controlled by their members. If they enter into agreements with other organizations, including governments, or raise capital from external sources, they do so on terms that ensure democratic control by their members and maintain their cooperative autonomy.

5. Education, Training and Information

Cooperatives provide education and training for their members, elected representatives, managers, and employees so they can contribute effectively to the development of their cooperatives. They inform the general public - particularly young people and opinion leaders - about the nature and benefits of cooperation.

6. Cooperation among Cooperatives

Cooperatives serve their members most effectively and strengthen the cooperative movement by working together through local, national, regional and international structures.

7. Concern for Community

Cooperatives work for the sustainable development of their communities through policies approved by their members.

Report to our Members/Shareholders

For the year 2021, despite all the uncertainties and difficulties that the COVID-19 pandemic that brought havoc to all business enterprises, our cooperative increased its Revenues from ₱186 Million in 2020 to ₱209 Million in 2021 or an increase of 12.5% or ₱23.4 Million. Our Net Surplus was not also affected by the pandemic as we earned a total Surplus of ₱89.5 Million or 1.05% higher than in 2020 or ₱85 Million. Our cost and expenses were controlled to the minimum while Sales of Acquired Assets were accelerated.

During the month of February we distributed to all Members/Shareholders the amount of ₱43.88 Million representing the Interest on Share Capital or Dividend and the amount of ₱18.81 Million representing Patronage Refund to all borrowers.

Our total membership continue to grow as our regular members went up from 46,943 in 2020 to 50,216 in 2021. As a result, our Share Capital increased from ₱690 Million in 2020 to ₱768 Million in 2021 or up by 11%.

As part of our program increasing the Institutional Capital, we provided an amount of ₱13.4 Million General Reserve Fund for 2021, thus our General Reserve Fund now stood at ₱162.3 Million. This will answer for any future losses we may incur if the pandemic or any business downturn we may encounter in the future. In addition to this, we provided an amount of ₱46.5 Million for Optional Fund, thus increasing the fund by ₱6.3 Million or all time high of ₱52.8 Million.

We were only short by ₱30.6 Million on our target of ₱3 Billion Asset. Our total Asset grow from ₱2.65 Billion in 2020 to ₱2.97 Billion in 2021 or an increase of ₱315 Million or 12%.

What surprises us in our business operation for 2021 where we experienced a one whole year COVID-19 Pandemic were as follows:

1. Loan releases amounted to ₱1.5 Billion or an increase by 13.8% compared to 2020.
2. Savings and Time Deposits went up from ₱1.6 Billion in 2020 to ₱1.87 Billion in 2021 or an increase of ₱228 Million.
3. Share Capital increased by 11% thereby increasing our total Equity from ₱960 Million in 2020 to ₱1.06 Billion in 2021.
4. Our liquidity rate went up from 24.17% in 2020 to 38.07 % in 2021.
5. Compared to other cooperatives, our operations in 2021 is almost the same as before the COVID-19 Pandemic struck us.

6. Our operations continue to improve even if all officers were on hold-over capacity since we failed to hold the 2020 and 2021 General Assembly. On this note, we would like to thank and congratulate all the officers and staff for performing excellently all the assigned tasks and responsibility.

Due to the Pandemic, 497 members died during the year. We contributed a total amount of ₱79.7 Million for all deceased members for the year 2021, higher by 62% compared to 2020 where deceased members reached 323 and contribution given reached ₱49.1 Million.

With regards to our Community Projects, we spent a total amount of ₱4.1 Million. The details of our projects will be presented hereunder.

As a final gesture, we would like to thank our members, officers and employees, benefactors for their continuous support and trust, as well as loyalty to our cooperative where our ultimate goal is to IMPROVE the LIVES of our MEMBERS.

OPERATIONAL IMPROVEMENTS AND FACILITIES

- I. Continuous implementation of safety health protocols set by the Inter-Agency Task Force on Emerging Diseases (IATF) in all San Jose Koop Offices as preventive measure against COVID-19.
- II. Amendment to the policy on the availment of Christmas Loan during the month of September to December.
- III. Implementation of Policy on Investment and Capital Expenditures which identifies the approving authority on placement of investments in real properties; and to maximize the earning capacity of available cash assets.
- IV. Implementation of Damay-Impok Raffle Fund Promo wherein members have the chance to win cash prizes monthly if Damay-Impok balance is exactly or beyond the minimum deposit of Php 1,200 at the end of the month
- V. Launching of online saving deposits and cashless loan release thru GCash, KAYA and regular savings account for members' convenience and accessibility.
- VI. Installation of Security Alarm System to provide security and protection to coop establishments, employees and members to maintain a quality and efficient flow of operation.

Chairperson and Chief Executive Officer's Report

- VII. Implementation of management skeleton workforce during pandemic to ensure the safety and welfare of employees and business continuity amid COVID-19 community quarantine.
- VIII. Amendment by addition to the Loan Moratorium Policy to provide options for borrowers on their mode of payment.
- IX. Implementation of Policy on Climate Action in order to support environmental advocacies and take action against global warming through programs and projects to integrate and minimize disaster risks which could occur to a system, society or a community in a specific period of time.
- X. Implementation of Management Plan in Response to COVID-19 Pandemic Policy to mitigate the spread of COVID-19 disease and take immediate response in the event of confirmed case/s in workplace.
- XI. Implementation of additional membership program called "COVID-19 Vaccine Discount & Raffle Program for Members" which encourage every individual to be vaccinated to save lives and protect the people around them.
- XII. Approval of amendment by revision to the Policy on Christmas Savings Deposits wherein withdrawals can only be made on September - January.
- XIII. Amendment by Addition to the Organization and General Policy on business operation during municipal and special non-working holiday to continuously serve the needs of members.
- XIV. Modification of the product name of "Back to Back Loan" to "Fully Secured Loan (B2B)".
- XV. Implementation of higher interest rate for damay-impok savings deposit amounting to P1,200 up to P20,000.
- XVI. Continuous implementation of Loan Moratorium for member-borrowers affected by the COVID-19 Pandemic.
- XVII. Provision of Maxicare Healthcard to ensure overall health and wellness of all officers and employees.
- XVIII. Implementation of Policy on Data Protection and Security which ensures that members are well-informed that all personal data collected from them are being kept private and confidential and to be processed in accordance to the provision of RA 10173 of the Philippines also known as the Data Privacy Act (DPA) of 2012.
- XIX. Construction of Multipurpose Hall at Main Office to be utilized for conference, seminars and meetings of officers, staff and members.

COMMUNITY PROJECTS AND PROGRAMS

1. Distribution of food packs for medical frontliners and different vaccination sites in City of San Jose del Monte, Bulacan.
2. Mask distribution for TODA Members in City of San Jose del Monte, Bulacan.
3. Quarterly donation of sacks of rice and grocery items for 7 Orphanage and Home for the Elderly in CSJDM.
4. San Jose Koop Blood Letting Program in partnership with Philippine Red Cross.
5. Green Revolution: Officers and Employees Edition – A tree planting activity held at San Jose Koop Main and Satellite Offices.
6. Donation of Barangay Sidecar Patrols for Brgy. Dulong Bayan, CSJDM and San Vicente, Sta. Maria.
7. Clean-Up Drive held at Barangay Poblacion I, City of San Jose del Monte, Bulacan.
8. Donation of water purifier for Ospital ng Lungsod ng San Jose del Monte.
9. Donation of hygiene kit and disinfectant materials for Bureau of Jail Management and Penology (BJMP) in CSJDM.
10. Tree Planting activity held at Brgy. Kaypian, San Jose del Monte City, Bulacan.
11. Gift-giving Program at Religious Missionaries of the Divine Savior, Fr. Simpliciano Foundation Inc., Home for the Elderly in Sapang Palay and Graceville, Bahay-Kalinga, Bahay Sibol and Lingap Bata Center.


ROMEO A. DE JESUS, SR, CPA
Chairperson of the Board


CAROLINE D. DAVE
*Chief Executive Officer
San Jose Koop*



Financial Highlights

RESULTS OF OPERATIONS

(in million pesos)

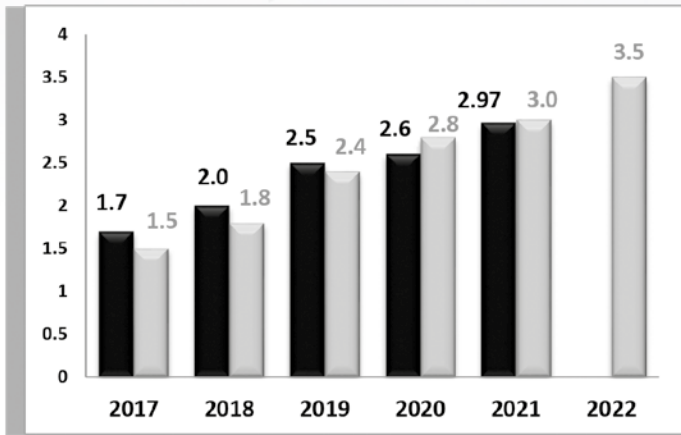
	10 years of Operation for the year 1997	20 years of Operation for the year 2007	30 years of Operation for the year 2017		for the year 2018		for the year 2019		for the year 2020		for the year 2021		Proposed Budget 2022
	Actual	Actual	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Budget
Operating Revenue	25.3	44	140	124.8	184.7	156.2	238.1	180	214.8	211.5	230.35	225	296
Operating Expenses	16.2	33.2	107.07	98.21	116.7	116	163.38	136.7	139.41	171.7	146.68	176.6	235.6
Other Income	0.21	9.7	28.04	26.76	29.2	24.7	38.8	36.8	9.68	37.1	5.88	31.5	29.5
Net Surplus	9.1	10.8	60.97	60.56	73.4	72	88.2	80	85	90.4	89.55	80	90
Return on Equity	16.02%	10.16%	12.90%	11.59%	12.80%	11.49%	12.46%	10.60%	9.45%	12.35%	8.98%	9.06%	8.52%
Return on Asset	6.28%	3.39%	4.06%	4.23%	3.98%	4.36%	3.91%	3.37%	3.20%	3.40%	3.18%	2.67%	2.77%

FINANCIAL CONDITION

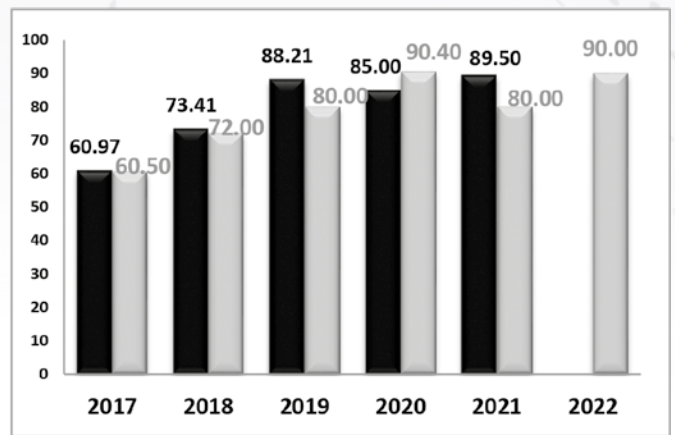
	10 years of Operation for the year 1997	20 years of Operation for the year 2007	30 years of Operation for the year 2017		as of 2018		as of 2019		as of 2020		as of 2021		Proposed Budget 2022
	Actual	Actual	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Actual	Budget	Budget
Total Resources (Assets)	144.7	317.9	1.66 B	1.5 B	2.02 B	1.8 B	2.48 B	2.37 B	2.65 B	2.8 B	2.97 B	3 B	3.5 B
Loan Receivable (Net)	113.1	178.6	774.9	825	1.12 B	1 B	1.37 B	1.46 B	1.40 B	1.75 B	1.22 B	1.75 B	2.19 B
Investment (Long Term)	4.3	28.1	450	450	449	270	398	420	394	325	403	406	125
Deposits	87.9	194	1.08 B	1 B	1.3 B	1.22 B	1.51 B	1.53 B	1.64 B	1.75 B	1.84 B	1.75 B	2.26 B
Share Capital	35.8	89.5	389.6	450	475	469	600	585	690	758	768	880	837
Book Value per Share	P129.70	P118.42	P132.67	P131	P132.4	P129.63	P131.22	P128.74	P130.26	P 127.45	P 129.77	P 126.49	P 133.39

5 Years Comparative Performance

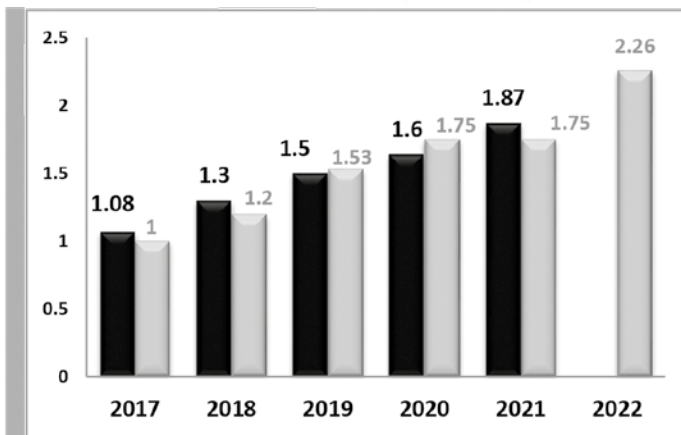
5 Years Comparative Actual Performance Against Target Plus Target for the Year 2022



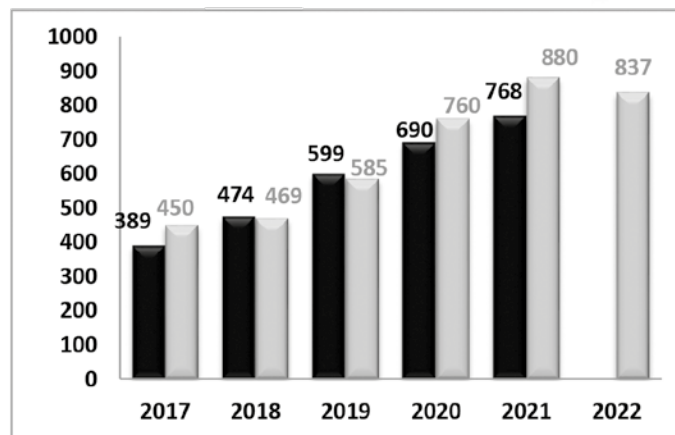
RESOURCES (Assets) (in billion pesos)



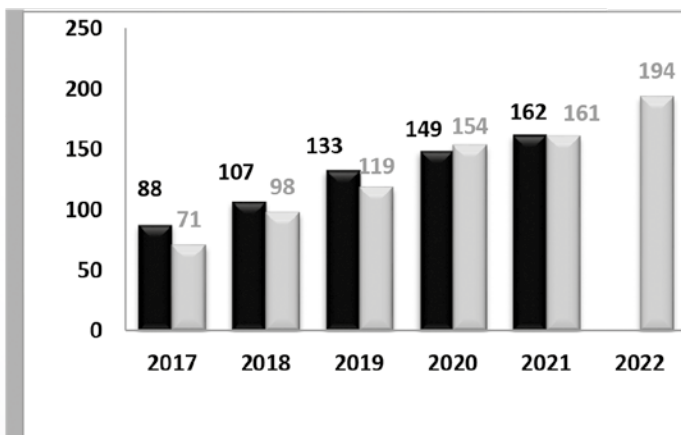
NET SURPLUS (in million pesos)



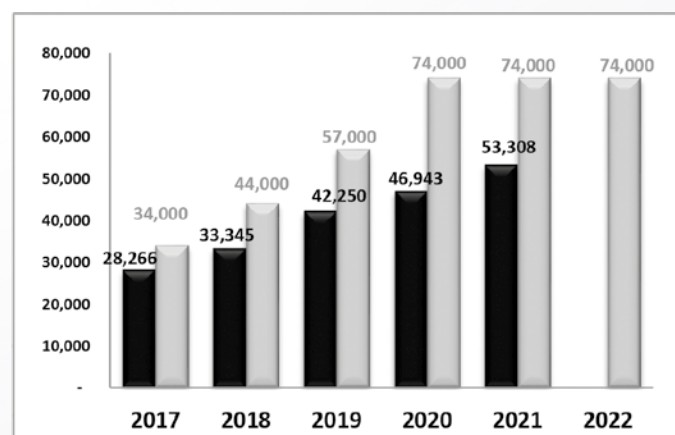
DEPOSITS (in billion pesos)



PAID-UP SHARE CAPITAL (in million pesos)



RESERVES (in million pesos)



MEMBERSHIP

Legend: Actual Target

Approved Board Resolutions Series of 2021

Reference No.	Date of Approval	Content
Board Resolution No. 2661	January 30, 2021	Amendment by Revision to the Policy on Christmas Loan Re: Loan availment period
Board Resolution No. 2667	February 10, 2021	Amendment by Revision to the Policy on Service Fee, Filing Fee Guidelines and Terms of Payment
Board Resolution No. 2672	February 27, 2021	A resolution approving the Policy on Investment and Capital Expenditures
Board Resolution No. 2678	March 12, 2021	Amendment by revision to the Policy on Auto Debit Payment for non-collateralized loan and Amendment by Addition to the Policy on Co-maker
Board Resolution No. 2679	March 25, 2021	Approval of Policy on Security Alarm System
Board Resolution No. 2680	March 25, 2021	Amendment by Revision to the Policy on Disposal of Real and Other Properties Acquired (ROPA)
Board Resolution No. 2700	May 27, 2021	A resolution approving the Policy on Management Skeleton Workforce During Pandemic
Board Resolution No. 2701	May 27, 2021	Approval of membership program called Damay-Impok Raffle Fund Promo
Board Resolution No. 2713	June 11, 2021	Amendment by Addition to the Loan Moratorium Policy: Mode of Payment
Board Resolution No. 2733	July 16, 2021	A resolution approving the Policy on Climate Action
Board Resolution No. 2748	September 9, 2021	Approval of Amendments by Addition to Damay- Impok Policy: Enforcement of Interest Charge and Penalty on Unpaid Damayan Balances
Board Resolution No. 2749	September 9, 2021	Approval of Policy on Management Plan in Response to COVID-19 Pandemic
Board Resolution No. 2750	September 9, 2021	Approval of additional membership program called "COVID-19 Vaccine Discount & Raffle Program for Members"
Board Resolution No. 2760	October 15, 2021	Approval of the Amendment by Revision to the Financial Management Policy: Withdrawal Of Christmas Savings Deposits
Board Resolution No. 2773	October 28, 2021	Amendment by Addition to the Organization and General Policy: Business operation during municipal and special non-working holiday
Board Resolution No. 2779	November 12, 2021	Approval of Amendment by Revision to the Policy on Back to Back Loan
Board Resolution No. 2779A	November 12, 2021	Amendment by Addition to Collection and Delinquency Policy Re: Endorsement of Loan Releases Category
Board Resolution No. 2783	November 12, 2021	Amendment by Addition to the Policy on Damay-Impok Program: Interest Rates on Damay-Impok Savings
Board Resolution No. 2789	November 25, 2021	A resolution approving the Policy on Data Protection and Security
Board Resolution No. 2794	December 17, 2021	Approval of 2022 Operational Plans and Budget

Treasurer's Report

Sa gitna ng patuloy na paglaganap ng pandemyang Covid-19 at mga variant nito na nagpahina sa ekonomiya ng ating Bansa at ng buong mundo. Ang ating San Jose Koop ay nakapagtala pa din ng Net Surplus na Php89,553,478.69 na mas mataas ng 5.31% sa taong 2020. Patuloy pa din ang pagtaas ng ating Total Assets na umabot na sa Php2,969,336,327.74 o mas mataas na humigit kumulang ng 12% nung nakaraang taon. Ang Total Deposit ay umabot na sa Php1,840,177,451.67 o tumaas ng humigit kumulang ng 12% kumpara nung nakaraang taon.

Narito po ang ating Comparative Status Report of Cash Position.

COMPARATIVE STATUS REPORT OF CASH POSITION FOR THE YEAR 2021 & 2020

Account	2021	2020
Cash and Cash Equivalent	767,640,044.14	460,327,332.19
Short Term Investment	13,490,624.29	8,490,624.29
Long Term Investments	158,126,374.65	393,970,847.64
Short Term Obligations	78,438,430.25	76,138,170.30
Total Deposits	1,840,177,451.67	1,639,939,595.05

Liquidity =

$$\frac{\text{Liquid Assets} - \text{Short Term Obligation}}{\text{Total Deposits}}$$

2021
$$\frac{781,130,668.43 - 78,438,430.25}{1,840,177,451.67}$$

38%

2020
$$\frac{468,817,956.48 - 76,138,170.30}{1,639,939,595.05}$$

24%

Naging maagap din po at nakapaghandang ating Kooperatiba. Ang liquidity rate na 38% ay nagpapakita ng kahandaan na tugunan ang anumang madaliang pangangailangang financial ng mga kamay – ari at sa mabilisang pagtulong sa ating komunidad.

Patuloy po tayong mag ingat, magpa bakuna at panatilihin ang paggamit ng facemask at social distancing.

Mabuhay po tayong lahat, mas malakas po tayo kung tayo'y magkakasama.


DIONISIO A. SAN FELIPE
Treasurer

Statement of Management's Responsibility 2021

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE

San Pedro St., Poblacion, City of San Jose Del Monte, Bulacan

CDA Registration No. 9520-03002875 / CIN-0106030222

The management of the **SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE**, is responsible for the preparation and fair presentation of the financial statements including the schedules attached therein for the years ended December 31, 2021 and 2020, in accordance with the Philippine Financial Reporting Framework for Cooperatives in the Philippines and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Cooperative's ability to continue as going concern, disclosing as applicable matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Cooperative or to cease operations, or has no realistic alternative but to do so.

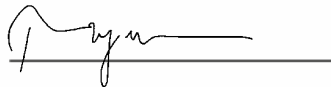
The Board of Directors is responsible for overseeing the financial reporting process of **SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE**.

The Board of Directors reviews and approves the financial statements including the schedules attached therein and submits the same to the general membership of the cooperative.

CARLOS C. SAMSON, the independent auditor appointed by the general assembly, has audited the financial statements of **SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE** in accordance with Philippine Standards on Auditing, and in his report to the members, has expressed his opinion on the fairness of presentation upon completion of such audit.

ROMEO A. DE JESUS - CPA

Chairperson



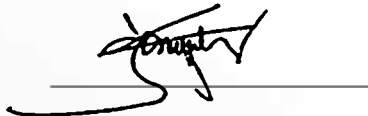
CAROLINE D. DAVE

Chief Executive Officer



DIONISIO A. SAN FELIPE - CPA

Treasurer



February 04, 2022

Statement of Representation 2021

CARLOS C. SAMSON

Certified Public Accountant
119 McArthur High Way, Lolomboy, Bocaue, Bulacan

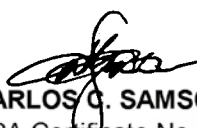
Usec. Joseph B. Encabo

Chairman
Cooperative Development Authority

In connection with my examination of the financial statements of the **SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE** covering the year ended December 31, 2021, which are herewith submitted to the Cooperative Development Authority, I hereby represent the following:

1. That said financial statements herewith presented are in accordance with the Philippines, which include all applicable Philippine Financial Reporting Framework (PFRF) for Cooperatives, and other accounting requirements under the laws, rules, regulations and principles promulgated by the Cooperative Development Authority (CDA);
2. That in the conduct of my audit, I adhere to the Philippine Standards on Auditing (PSA) and the Standard Audit System for Cooperatives (SASC) as required by the CDA;
3. That I am qualified as provided for in Section 14 of the Code of Professional Ethics for Certified Public Accountants and Articles 81 of R.A. 9520 (Philippine Cooperative Code of 2008);
4. That I am fully aware of my responsibility as an independent auditor for the audit report issued and attached to the financial statements and the sanctions to be bestowed on me for any misrepresentations that I may have willingly or unwillingly committed;
5. That I nor any member of immediate family do not have any direct or indirect financial interest with the Cooperative;
6. That I am not an employee nor an officer of a secondary cooperative or tertiary cooperative of which the cooperative is a member;
7. That I am not an employee of the CDA nor have I engaged an employee of the CDA in the course of audit; and
8. That I make representation as member of the Philippine Institute of Certified Public Accountants (PICPA) as an independent auditor.
9. That I am a member of PICPA - Bulacan Chapter.

It is however, understood that my accountability is based on matter within the normal coverage of an audit conducted in accordance with Philippine standards on Auditing.



CARLOS C. SAMSON

CPA Certificate No. 51267

TIN No. 116-752-601-000

PTR No. 1227581 issued on January 03, 2022 at Bocaue, Bulacan

BIR 05-004364-001-2020 Valid until February 21, 2023

CDA No. 0955 Valid from January 27, 2020 to January 26, 2023

BOA No. 3308 valid until October 13, 2023

February 04, 2022
Bocaue, Bulacan

Independent Auditor's Report

CARLOS C. SAMSON

Certified Public Accountant
119 McArthur High Way, Lolomboy, Bocaue, Bulacan

The General Assembly
Thru: The Board of Directors
SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE
San Pedro St., Poblacion, City of San Jose Del Monte, Bulacan

Report on the Audit of the Financial Statements

Opinion

I have audited the financial statements of **SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE**, which comprise the statements of financial condition as at December 31, 2021 and 2020, and the statements of operations, statements of changes in equity and statements cash flows for the years then ended, and notes to the financial statements, including a summary of significant accounting policies.

In my opinion, the accompanying financial statements present fairly in all material respects, the financial position of **SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE** as at December 31, 2021 and 2020, and its financial performance and its cash flows for the years then ended in accordance with Philippine Financial Reporting Framework for Cooperatives.

Basis for opinion

I conducted my audits in accordance with Philippine Standards on Auditing (PSAs). My responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of my report. I am independent of the Cooperative in accordance with the Code of Ethics for Professional Accountants in the Philippines (Code of Ethics) together with the ethical requirements that are relevant to my audit of the financial statements in the Philippines, and I have fulfilled my other ethical responsibilities in accordance with these requirements and the Code of Ethics. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Responsibilities of management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the Philippine Financial Reporting Framework for Cooperatives, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

Independent Auditor's Report

In preparing the financial statements, management is responsible for assessing the Cooperative's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Cooperative or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Cooperative's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with PSAs will always detect a material misstatement when it exist. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with PSAs, I exercise professional judgment and maintain professional skepticism throughout the audit. I also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional emissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Cooperative's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Cooperative's ability to continue as a going concern. If we conclude that a material uncertainty exists we are required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to date of my auditor's report. However, future events or conditions may cause the Cooperative to cease to continue as a going concern.

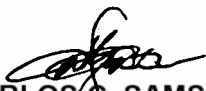
Independent Auditor's Report

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

Report on the Supplementary Information Required Under Revenue Regulations 15-2010

My audit was conducted for the purpose of forming an opinion on the basic financial statements taken as a whole. The supplementary information on taxes, duties and license fees in Note 34 to the financial statements is presented for purposes of filing with the Bureau of Internal Revenue and is not a required part of the basic financial statements. Such information is the responsibility of management. The information has been subjected to the auditing procedures applied in my audit of the basic financial statements. In my opinion, the information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.



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Bocaue, Bulacan

Statements of Financial Position

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE

San Pedro St. City of San Jose Del Monte Bulacan

CDA Registration No. 9520-03002875/CIN 0106030222

As of December 31, 2021 and 2020

(Amounts in Philippine Peso)

	NOTES	2021	2020
ASSETS			
CURRENT ASSETS			
Cash and Cash Equivalent	8	767,640,044.14	460,327,332.19
Loans Receivable	9	1,215,802,029.41	1,406,598,405.57
Financial Assets	10	13,490,624.29	8,490,624.29
Other Current Assets	11	10,533,651.63	8,245,843.70
Total Current Assets		2,007,466,349.47	1,883,662,205.75
NON CURRENT ASSETS			
Property and Equipment	12	20,422,679.59	18,253,276.31
Investment Property	13	58,003,825.38	58,003,825.38
Financial Asset - Long Term	10	158,126,374.65	393,970,847.64
Other Non-Current Assets	14	725,317,098.65	300,305,504.30
Total Non Current Assets		961,869,978.27	770,533,453.63
TOTAL ASSETS		2,969,336,327.74	2,654,195,659.38
LIABILITIES AND MEMBERS' EQUITY			
LIABILITIES			
CURRENT LIABILITIES			
Deposit Liabilities	15	1,840,177,451.67	1,639,939,595.05
Interest on Share Capital Payable	16	43,881,204.56	41,668,343.00
Patronage Refund Payable	17	18,806,230.52	17,857,861.28
Due to Union and Federation (CETF)	18	2,238,836.97	3,238,273.75
Other Current Liabilities	19	13,512,158.20	13,373,692.27
Total Current Liabilities		1,918,615,881.92	1,716,077,765.35
NON-CURRENT LIABILITIES			
Deposit Liabilities	15	27,358,378.98	0
Long Term Liabilities	20	26,484,399.89	39,149,148.98
Total Non Current Liabilities		53,842,778.87	39,149,148.98
TOTAL LIABILITIES		1,972,458,660.79	1,755,226,914.33
MEMBERS' EQUITY			
Share Capital	21	768,195,900.00	690,147,900.00
Deposit for Share Capital Subscription	21	1,391,633.67	1,577,871.62
Donation and Grants	22	1,242,103.14	1,242,103.14
Statutory Funds	23	226,048,030.14	206,000,870.29
Total Members Equity		996,877,666.95	898,968,745.05
TOTAL LIABILITIES AND MEMBERS' EQUITY		2,969,336,327.74	2,654,195,659.38

See accompanying notes to financial statements

Statements of Operations

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE

San Pedro St. City of San Jose Del Monte Bulacan
CDA Registration No. 9520-03002875/CIN 0106030222

For the year ended December 31, 2021 and 2020
(Amounts in Philippine Peso)

	NOTES	2021	2020
REVENUES			
Interest on Loans Receivables		174,321,492.23	149,125,839.75
Service Fees and Filing Fees		24,139,045.21	23,787,172.77
Fines, Penalties and Surcharges		10,734,386.64	12,894,428.81
TOTAL GROSS REVENUE FROM OPERATION		209,194,924.08	185,807,441.33
OTHER INCOME	24	21,152,477.24	28,995,558.74
TOTAL GROSS REVENUE		230,347,401.32	214,803,000.07
COST AND EXPENSES			
Financing Cost	25	52,078,886.51	48,424,359.26
Employees Benefit Expense	26	35,748,681.00	35,190,667.12
Provision for Probable Losses	27	31,278,500.00	28,271,500.00
Other Operating Expenses	28	27,571,972.74	27,528,379.77
TOTAL		146,678,040.25	139,414,906.15
NET SURPLUS BEFORE OTHER ITEMS		83,669,361.07	75,388,093.92
OTHER ITEMS	29	5,884,117.62	9,649,340.77
NET SURPLUS FOR DISTRIBUTION		89,553,478.69	85,037,434.69
DISTRIBUTED AS FOLLOWS			
Reserved Fund		13,433,021.80	12,755,615.20
Coop Education and Training Fund		2,238,836.97	2,125,935.87
Due to Union/Federation (CETF)		2,238,836.97	2,125,935.87
Community Development Fund		2,686,604.36	2,551,123.04
Optional Fund		6,268,743.51	5,952,620.43
Interest on Share Capital		43,881,204.56	41,668,343.00
Patronage Refund Payable		18,806,230.52	17,857,861.28
NET SURPLUS AS DISTRIBUTED		89,553,478.69	85,037,434.69

See accompanying notes to financial statements

Statements of Changes in Equity

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE

San Pedro St. City of San Jose Del Monte Bulacan
CDA Registration No. 9520-03002875/CIN 0106030222

For the year ended December 31, 2021 and 2020

(Amounts in Philippine Peso)

	NOTES	2021	2020
SHARE CAPITAL			
COMMON SHARES			
Authorized 8,000,000 shares @P100.00 par value per share		800,000,000.00	
Beginning Balance		690,137,600.00	599,674,700.00
Addition for the year		111,680,748.36	112,975,979.00
Net Addition/(Deductions)		-	-
Paid up Share Capital - Common		801,818,348.36	712,650,679.00
Treasury Shares - Common		(33,632,648.36)	(22,513,079.00)
Total Share Capital Common		768,185,700.00	690,137,600.00
PREFERRED SHARES			
Authorized 10,000 shares @P100.00 par value per share		1,000,000.00	
Paid up Share Capital - Preferred		10,300.00	10,500.00
Addition for the year		-	-
Net Addition/(Deductions)		(100.00)	(200.00)
Total Share Capital Preferred		10,200.00	10,300.00
TOTAL PAID UP SHARE CAPITAL		768,195,900.00	690,147,900.00
DEPOSIT FOR FUTURE SUBSCRIPTION			
Deposit For Share Capital Subscription		1,391,633.67	1,577,871.62
TOTAL SHARE CAPITAL		769,587,533.67	691,725,771.62
STATUTORY FUNDS			
RESERVE FUND 23			
Beginning Balance		148,906,328.97	133,379,084.11
Provisions		13,433,021.80	12,755,615.20
Deductions/Adjustment		-	2,771,629.66
Ending Balance		162,339,350.77	148,906,328.97
EDUCATION AND TRAINING FUND - LOCAL 23			
Beginning Balance		4,253,620.80	2,573,835.41
Provisions		2,238,836.97	2,125,935.87
Deductions/Adjustments		(454,390.07)	(446,150.48)
Ending Balance		6,038,067.70	4,253,620.80
OPTIONAL FUND 23			
Beginning Balance		46,537,585.60	40,584,965.17
Provisions		6,268,743.51	5,952,620.43
Deduction/Adjustments		-	-
Ending Balance		52,806,329.11	46,537,585.60
COMMUNITY DEVELOPMENT FUND 23			
Beginning Balance		6,303,334.92	8,208,975.66
Provisions		2,686,604.36	2,551,123.04
Deductions/Adjustment		(4,125,656.72)	(4,456,763.78)
Ending Balance		4,864,282.56	6,303,334.92
TOTAL STATUTORY FUNDS		226,048,030.14	206,000,870.29
DONATIONS AND GRANTS		1,242,103.14	1,242,103.14
TOTAL EQUITY		996,877,666.95	898,968,745.05

See accompanying notes to financial statements

Statements of Cash Flows

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE

San Pedro St. City of San Jose Del Monte Bulacan
CDA Registration No. 9520-03002875/CIN 0106030222

For the years ended December 31, 2021 and 2020
(Amounts in Philippine Peso)

	NOTES	2021	2020
CASH FLOW FROM OPERATING ACTIVITIES			
Net Surplus		89,553,478.69	85,037,434.69
Adjustment for:			
Depreciation	28	4,599,117.27	4,887,240.80
Amortization of Computerization Costs	28	337,263.64	104,929.80
Provision for probable losses	28	31,278,500.00	28,271,500.00
Loan Receivables Written off		(72,584,749.27)	(33,376,125.62)
Operating Income Before Working Capital Change			
Changes in Assets & Liabilities			
(Increase)/Decrease in:			
Receivables		232,102,625.43	(31,327,650.78)
Other Current Assets		(2,287,807.93)	590,183.40
Increase/(Decrease) in			
Deposit Liabilities		227,596,235.60	123,842,051.67
Due to Unions and Federations (CETF)		(3,238,273.75)	(2,207,510.01)
Other Current Liabilities		138,465.93	4,619,950.84
Net provided by (used in) Operating activities		507,494,855.61	180,442,004.79
CASH FLOWS FROM INVESTING ACTIVITIES			
Net Addition to Financial Assets		230,844,472.99	14,048,709.62
Additions to property and equipment		(6,768,520.55)	(2,163,523.90)
Addition to computerization costs		4,604,600.64	(401,250.00)
(Increase) Decrease in Investment Property			
(Increase) Decrease in Real propert Acquired		(198,533,304.33)	(7,789,872.21)
Net Cash provided by (used in) investing activities		30,147,248.75	3,694,063.51
CASH FLOW FROM FINANCING ACTIVITIES			
Increase/(Decrease) in other funds & deposits		(231,420,154.30)	(7,904.47)
Interest on share capital		(41,668,343.00)	(43,221,971.09)
Patronage refund payable		(17,857,861.28)	(18,523,701.90)
Inrease/(Decrease) in long term payable		(12,664,749.09)	(69,744,041.48)
Share capital subscription		77,861,762.06	90,801,365.41
Change in Statutory funds		(4,580,046.79)	(2,131,284.60)
Net Cash provided by (used in) financing activities		(230,329,392.40)	(42,827,538.13)
NET INCREASE (DECREASE) IN CASH		307,312,711.96	141,308,530.17
CASH AND CASH EQUIVALENT BEGINNING		460,327,332.18	319,018,802.01
CASH AND CASH EQUIVALENT END		767,640,044.14	460,327,332.18

See accompanying notes to financial statements

Notes to Financial Statements

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE

San Pedro St. Poblacion, City of San Jose Del Monte, Bulacan
CDA Registration No. 9520-03002875 / CIN 0106030222

1. GENERAL INFORMATION

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE

(formerly: San Jose Del Monte Kooperatiba ng Bayan sa Kaunlaran) was formed as a cooperative pursuant to Republic Act (RA) 6938 and 6939 and under the new Cooperative Code of the Philippines of 2008 also known as Republic Act 9520 for the purpose of encouraging thrift and granting loans to members for productive, educational and providential purpose, providing goods and services and other requirements of the members. The name of the cooperative was amended and approved by CDA last March 2011.

The Cooperative was duly registered with the Cooperative Development Authority (CDA) under the RA 6938 and 6939 and has complied with the requirements prescribed by the Authority for the issuance of new Certificate of Registration No. 9520-03002875 with Cooperative Identification Number CIN-0106030222 under Article 144 of Republic Act (RA) 9520 otherwise known as "Philippine Cooperative Code of 2008" issued on November 19, 2009.

The Cooperative's registered business address is San Pedro St., Poblacion, City of San Jose Del Monte, Bulacan.

The Cooperative is registered with the Bureau of Internal Revenue (BIR) Revenue District 025B, with Certificate of Registration (COR), OCN 4RC0000580543, dated June 18, 1999, Tax Identification Number (TIN) 002-305-926.

The Cooperative's latest and valid Certificate of Tax Exemption has been issued by the BIR on September 13, 2016, with validity until September 13, 2021 subject to the conditions of the joint implementing rules of CDA and BIR, as promulgated by the Department of Finance (DOF), implementing Article 60, 61 and 144 of RA 9520. One of the conditions is the continued compliance with CDA's requirements.

Among the tax exemptions being enjoyed by the cooperative, with respect to national taxes are: (i) Exemption from income tax from CDA registered operations; (ii) Exemption from Value-Added Tax on CDA- registered sales or transactions; (iii) Exemption from other Percentage Tax; (iv) Exemption from Donors Tax on donations to duly accredited charitable, research and educational institutions, reinvestments to socio economic projects within the area of operations of the cooperative; (v) Exemption from Excise Tax for which it is directly liable; (vi) Exemption from Documentary Stamp Tax (DST); (vii) Exemption from payment of Annual Registration Fee of Five Hundred Pesos (P500.00); and (viii) Exemption from all taxes on transactions with insurance companies and banks, including but not limited to 20% final tax on interest

deposit and 7.5% final tax on interest income derived from a depositary bank under the expanded foreign currency deposit system.

The Cooperative's primary Purposes are: (i) Savings and credit operations; (ii) Undertakings which are necessary and incidental to the specific business/service of the cooperative, such as, but not limited to: cash investment, sale of real and other acquired properties including development, incidental rental of coop properties and facilities, coop assurance center, remittance and bills payment subject for BSP regulations; (iii) Guardianship of Laboratory Cooperative and accept responsibilities of supervising and monitoring the activities of the Laboratory Cooperative and act in its behalf in dealings with third parties when capacity to contract is required. (iv) To develop and maintain different types of savings according to the needs and desires of members; (v) To develop and maintain different loan products according to the needs of members.

2. NATURE / STATUS OF OPERATION

The cooperative is engage in Savings and Credit operations, transacting business exclusively for members only. The cooperative's composition of membership are as follows: (i) Regular Member, (ii) Associate Member; and (iii) Youth bee.

The cooperative's area of operation is the entire Island of Luzon.

The cooperative continue to enjoy a positive growth in terms of revenue increase, increase in total assets and membership growth.

The accompanying financial statements have been prepared on a going concern basis, which contemplate the realization of assets and settlement of liabilities in the normal course of business.

3. BASIS OF PREPARATION AND PRESENTATION OF FINANCIAL STATEMENTS

3.1 Basis of Preparation

The accompanying financial statements have been prepared on historical cost convention and in Philippine Peso, which is the Cooperative's functional currency. All values are stated in absolute amounts unless otherwise indicated.

Accrual Basis / Modified Accrual Basis

The cooperative prepares its financial statements, except for cash flow information, using the accrual basis of accounting. On the accrual basis, items are recognized as assets,

Notes to Financial Statements

liabilities, equity, income or expenses when they satisfy the definitions and recognition criteria for those items. However, recognition of revenues is on a modified accrual basis; i.e., interest income, fines, penalties and surcharges is recognized when earned and collected. This is so because only interest income, fines, penalties and surcharges on loans receivable that has been realized (earned and collected) shall be the basis of the income available for distribution to its members through interest on share capital and patronage refund.

3.2 Statement of Compliance

The financial statements have been prepared in conformity with Philippine Financial Reporting Framework for Cooperatives (Memorandum Circular 2015-06).

4. CHANGES

Adopted for financial Report Period Ending December 31, 2016, the Cooperative Development Authority's Memorandum Circular 2015-06, which defines the Financial Reporting Framework for Cooperatives to be used in the Philippine. Furthermore, there is an administrative sanction for non compliance, ranging from written-warning to revocation of certificate or registration.

The following accounts were affected as a result of the adoption of the new Financial Reporting Standards for Cooperatives:

(1) Real and Other Property Acquired has been split into two categories namely; (i) Assets Acquired in Settlement of Loan (presented under other current assets); and (ii) Real Property Acquired (RPA) present under Other non-current assets.

5. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

5.1 Measurement at Initial Recognition

At initial recognition, the cooperative measure assets and liabilities at historical cost unless the Philippine Financial Reporting Framework for cooperatives requires initial measurement on another basis such as fair value.

The cooperative recognizes a financial asset or a financial liability only when the cooperative becomes a party to the contractual provisions of the instrument.

When a Financial Asset or Financial Liability recognized initially, the cooperative measure it at the transaction price unless the arrangement constitutes, in effect, a financing transaction. A financing transaction may take place in connection with the sale of goods or services. If the arrangement constitutes a financing transaction, the cooperative shall measure the financial asset or financial liability at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

The cooperative measures Investment Property at its cost at initial recognition. The cost of a purchased investment property comprises its purchase price and any directly attributable expenditure such as legal and brokerage fees, property transfer taxes and other transaction cost. If payment is deferred beyond normal credit terms, the cost is the present value of all future payments.

The cooperative measures an item of Property and Equipment at initial recognition at cost. The cost of an item of property, plant and equipment comprises all of the following:

- a) its purchase price, including legal and non-refundable taxes, after deducting trade discounts and rebates.
- b) any costs directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. These can include the costs of site preparation, initial delivery and handling, installation and assembly, and testing of functionality.
- c) the initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located, the obligation for which a cooperative incurs either when the item is acquired or as a consequence of having used the item during a particular period for purposes other than to produce inventories during that period.
- d) interest and other financing cost of funds borrowed intended for the construction or development of an asset.

5.2 Subsequent Measurement

At the end of each reporting period, the cooperative measures financial instruments as follows, without any deduction for transaction costs the cooperative may incur on sale or other disposal:

- a) Debt instruments shall be measured at amortized cost using the effective interest method or straight line interest amortization method. Debt instruments that are classified as current assets or current liabilities shall be measured at the undiscounted amount of the cash or other consideration expected to be paid or received (i.e. net of impairment unless the arrangement constitutes, in effect, a financing transaction. If the arrangement constitutes a financing transaction, the cooperative shall measure the debt instrument at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.
- b) Investments in publicly-traded securities are measured at fair value with changes in fair value recognized in profit or loss.
- c) Investments in non-publicly traded securities, mutual fund and other externally-managed funds shall be measured at cost less impairment.

Most assets that a cooperative initially recognized at historical cost are subsequently measured on other measurement bases.

Notes to Financial Statements

- a) The cooperative measures Property and Equipment at the lower of depreciated cost and recoverable amount.
- b) A cooperative measures investment in listed securities at fair value.

Investment Property

Investment property shall be measured at cost less accumulated depreciation and accumulated impairment losses.

5.3 Derecognition

The cooperative derecognizes a Financial Asset only when:

- a) the contractual rights to the cash flows from the financial asset expire or are settled, or
- b) the cooperative transfers to another party substantially all of the risks and rewards of ownership of the financial asset to another party and the other party has the practical ability to sell the asset in its entirety to an unrelated third party and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the cooperative:
 - i. Derecognize the asset; and
 - ii. Recognize separately any rights and obligations retained or created in the transfer.

The cooperative derecognizes a Financial Liability only when: The cooperative derecognize a financial liability (or a part of a financial liability) only when it is extinguished--i.e. when the obligation specified in the contract is discharged, is cancelled or expires.

If an existing borrower and lender exchange financial instruments with substantially different terms, the cooperatives account for the transaction as an extinguishment of the original financial liability and the recognition of a new financial liability. Similarly, the cooperative account for a substantial modification of the terms of an existing financial liability or a part of it (whether or not attributable to the financial difficulty of the debtor) as an extinguishment of the original financial liability and the recognition of a new financial liability.

The cooperative shall recognize in profit or loss any difference between the carrying amount of the financial liability (or part of a financial liability) extinguished or transferred to another party and the consideration paid, including any non-cash assets transferred or liabilities assumed.

The cooperative derecognize an item of Property and Equipment:

- a) on disposal, or
- b) when no future economic benefits are expected from its use or disposal.

The cooperative recognize the gain or loss on the derecognition of an item of property equipment in profit or loss when the item is derecognized. The cooperative does not classify such gains as revenue.

In determining the date of disposal of an item, the cooperative apply the criteria for recognizing revenue from the sale of goods.

The cooperative determine the gain or loss arising from the derecognition of an item of property and equipment as the difference between the net disposal proceeds, if any, and the carrying amount of the item. Any gain from disposal is included in the statement of operations for the period.

5.4 Impairment

Impairment of Assets:

An impairment loss occurs when the carrying amount of an asset exceeds its recoverable amount.

Impairment of Asset other than Inventory:

The cooperative assess at each reporting date whether there is any indication that an asset may be impaired. If any such indication exists, the cooperative estimate the recoverable amount of the asset. If there is no indication of impairment, it is not necessary to estimate the recoverable amount.

At each reporting date, the cooperative determine whether an item Property Equipment is impaired and, if so, how to recognize and measure the impairment loss.

At each reporting date, the cooperative determine whether an item Property Equipment is impaired and, if so, how to recognize and measure the impairment loss.

Reversal of Impairment Loss:

The cooperative assess at each reporting date whether there is any indication that an impairment loss recognized in prior periods may no longer exist or may have decreased. If any such indication exists, the cooperative determine whether all or part of the prior impairment loss should be reversed.

5.5 Cash and Cash Equivalent

Cash includes cash on hand and cash in bank that are unrestricted and available for current operations. This is stated in the statement of financial condition at face amount. Cash denominated in foreign currency is translated in the functional currency use in preparing the financial statement using the closing rate as of the reporting period.

Cash Equivalents are short-term, highly liquid investments held to meet short-term cash commitments rather than for investment or other purposes. An investment normally qualifies as a cash equivalent only when it has a short maturity of three months or less from the date of acquisition.

Notes to Financial Statements

5.6 Loans Receivable

Loans Receivable are non-derivative financial asset with fixed or determinable payments that are not quoted in an active market. Loans Receivable is recognized for the difference between the gross receivable and the related unearned interest income.

Loans Receivable are classified as current and non-current or past due account. These are further sub-classified according to the nature of loans as defined by cooperative management. Interest income on these loans are recognized only upon collections.

Loans receivable are presented in the financial statement at its realizable value. Allowance for probable losses on receivables is based on the past due amount using portfolio at risk, for purposes of prudence in financial reporting.

Portfolio At Risk (PAR) is a guidance computation set by regulator Cooperative Development Authority in determining allowance for probable losses, to wit: (i) One (1) month to Twelve (12) months past due would require 35% provisioning, and (ii) the more than Twelve (12) months past due will have 100% provisioning.

Allowance for Probable Losses

Allowance for Probable Losses is maintained at a level considered adequate to provide for potential losses on loans and other resources. The allowance is increased by provision charged to operations and reduced by net write-offs and reversals. The level of allowance is set up at the higher of the amount determined based on management's evaluation of potential losses after consideration of prevailing and anticipated economic conditions.

5.7 Financial Assets

These are financial instruments excluding cash and cash equivalents, loans and receivables, investment in associates, investment in joint ventures, and investment in subsidiaries.

Financial Assets are classified into current and long term.

5.8 Property and Equipment

These are tangible assets that: (a) are held for use in the production or supply of goods or services, for rental to others, or for administrative purposes, and (b) are expected to be used during more than one period.

Depreciation is calculated on a straight line basis over the estimated useful lives of the assets. Fully depreciated assets are retained in the accounts until there is a disposal. No further depreciation charges is made in respect to those assets. Write-off and disposal must be authorized by the board.

5.9 Investment Property

"Investment Property is property (land or a building, or part of a building, or both) held by the cooperative to earn

rentals or for capital appreciation or both, rather than for: (a) use in the production or supply of goods or services or for administrative purposes; or (b) sale in the ordinary course of business."

5.10 Deposit Liabilities

Deposit Liabilities are deposit made by members that can be withdrawn at any given time. This includes Time Deposit, Savings Deposit, Savings Youthbee, Savings Smart Savers, Damayan Impok, Special Deposits, Tipid Movement, Christmas Savings, Budget, Savings, Health Saver Club, Holiday Savings, Happy Retirement, Couples Savings and Auto Debit.

5.11 Interest on Share Capital Payable

Interest on Share Capital Payable is the liability of the cooperative to its members for interest on Share Capital, which is determined at the end of every reporting period. The cooperative distributes and credits the interest on share capital to the member's savings account every year upon completion of the audited financial statements.

5.12 Patronage Refund Payable

Patronage Refund Payable is the liability of the cooperative to its members who availed of its products and services. Patronage refund, which is determined at the end of every reporting period, is distributed and/or credited to the members' savings account every year upon completion of the audited financial statement.

5.13 Due to Unions and Federations (CETF)

This account refers to the accumulated amount of the 50% share on Cooperative Education and Training Fund (CETF) set aside for the Union/Federation that the cooperative has chosen or of which it is a member.

5.15 Long Term Liabilities

This account includes Revolving Capital Payable, Damayan Trust Fund Payable 2012, Mutual Benefit Fund Payable, Members Benefit Fund Payable, Assets Acquired Transfer and Registration Fund Payable, System Development Fund Payable and Retirement Fund Payable.

Revolving Capital Payable

The account refers to deferred payment of interest on share capital and patronage refund, which should be agreed upon in the General Assembly.

Members' Benefit Fund Payable

This account refers to funds for special purposes and is not part of the distribution of net surplus.

Retirement Fund Payable

This account refers to the accumulated retirement benefit costs charged against the income of the cooperative over the expected remaining working lives of participating qualified employees.

Notes to Financial Statements

5.16 Share Capital

This account refers to ownership Interest of members in the cooperative. The cooperative has two class of shares, namely: Common Share and Preferred Share.

Deposit for Share Capital Subscription

Deposit for share capital subscription happen on three (3) instances, namely: (i) amount paid by the members for capital subscription equivalent to the value of less than one share; (ii) additional subscription in excess of authorized capital pending approval of the amendments to increase Authorized Share Capital; and (iii) amount of share capital paid but not yet covered by subscription contract.

5.17 Donation and Grant

A Donation and Grant is assistance by another entity in the form of a transfer of resources to a cooperative in return for past or future compliance with specified conditions relating to the operating activities of the cooperative.

These are amounts received by the cooperative as awards, subsidies, grants, aids and others. This shall not be available for distribution as interest on share capital and patronage refund, and shall form part of the members' equity of the Statement of Financial Condition.

5.18 Statutory Funds (as per Cooperative Code)

Statutory Funds - are Mandatory funds established/set up in accordance with Articles 86 and 87 of the Cooperative Code (RA 9520). These are: (i) General Fund; (ii) Cooperative Education and Training Fund (CETF); (iii) Community Development Fund; and (iv) Optional Fund.

Reserve Fund

An amounts set aside annually for the stability of the cooperative and to meet net losses in its operations. It is equivalent to at least 10% of the net surplus. A corresponding fund should be set up either in the form of time deposit with local banks or government securities. Only the amount in excess of the paid up share capital may be used for the expansion and authorized investment of the cooperative as provided for in its by-laws.

Reserve Fund account is intended, among others, to meet operational losses. All accumulated losses incurred by the cooperative in their business operation shall therefore be charged against this Fund which shall be decided upon by the Board of Directors.

Cooperative Education and Training Fund (CETF)

This account refers to the amount retained by the cooperative which shall not be more than ten percent(10%) of the net surplus for the training, development and other similar cooperative activities geared towards the growth of the cooperative movement. Half of the amount allocated for the fund annually shall be spent by the cooperative for their own education and training purposes, while the other half

may be remitted to a union or federation chosen by the cooperative.

Community Development Fund

An amount for the community development fund, which shall not be less than three per centum (3%) of the net surplus. The community development fund shall be used for projects or activities that will benefit the community where the cooperative operates.

Optional Fund

This account refers to fund set aside from the net surplus not exceeding 7%. It shall be used for acquisition of land and/or building, machinery and equipment, replacement fund for Property and Equipment, Members' Benefits, and other necessary funds.

In the event the cooperative has an accumulated losses from prior periods, the following modified allocation and distribution of Net Surplus for the current and future periods shall be observed, until such time that the debit balance of reserved fund has been fully offset:

- Twenty five per centum (25%) shall be declared as interest on share capital and patronage refund.
- Cooperative Education and Training Fund -one half of the per centum as provided in the by-laws.
- Community Development Fund -one half of the per centum as provided in the by-laws.
- Optional Fund- one half of the per centum as provided in the by-laws.
- Reserve Fund- remaining amount of net surplus.

The cooperative allocates it's net surplus from operation in accordance with its' by-laws, with reference to the limitations set by cooperative code, and is presented in Note 30.

5.19 Revenue

Revenue is income that arises in the course of ordinary activities of a cooperative and is referred to by a variety of names including sales, service income, commission, interest, dividends, royalties and rent.

Gains are other items that meet the definition of income but are not revenue. When gains are recognized in the statement of operation, they are displayed separately.

Other Income

These are Income received by the cooperatives other than its main operations.

5.19 Expenses

Expenses encompasses losses as well as those expenses that arise in the course of the ordinary activities of the cooperative.

Notes to Financial Statements

- a) Expenses that arise in the course of ordinary activities of the cooperative include; cost of collection of loans receivable, finance cost on deposit liabilities, wages and benefits, depreciation and amortization, and other operating expenses. They usually take the form of an outflow or depletion of assets such as cash and cash
- b) Losses are other items that meet the definition of expenses and may arise in the course of ordinary activities of the cooperative. When losses are recognized in the statement of operations, they are presented separately.

5.20 Employee Benefits

Employee benefits are all forms of consideration given by the cooperative in exchange for service rendered by employees.

Short Term Employee Benefits

The cooperative recognizes the cost of short term employee benefits to which its employees have become entitled as a result of service rendered to the cooperative during the reporting period as an expense, unless required to be capitalized under the framework of property and equipment.

“Short term employee benefits includes: (i) wages, salaries and social security contributions; (ii) short-term compensated absences; (iii) 13th month pay as mandated by labor code; (iv) de minimis benefits and other benefits (i.e. Hospitalization, rice subsidy, monetized leave, cash gift, special leave benefits, medical allowance for dependents, laundry allowance, length of service and uniform allowance)”

Post Employment Benefits:

Define Benefits Plan / Retirement Plan

Defined benefit plans are post-employment benefit plans other than defined contribution plans. Under defined benefit plans the cooperative’s obligation is to provide the agreed benefits to current and former employees, and actuarial risk (that benefits will cost more or less than expected) and investment risk (that returns on assets set aside to fund the benefits will differ from expectations) are borne, in substance, by the cooperative. If actuarial or investment experience is worse than expected, the cooperative’s obligation may be increased, and vice versa if actuarial or investment experience is better than expected.

The cooperative allocated to Retirement Fund Payable every year, base on actuarial study, an amount for employees retirement. Current service cost is charge to expense. The Retirement Fund Payable is funded internally, where the cooperative maintains other funds and deposit account that is restricted to meet this obligation.

The cooperative retirement plan is superior than what is being provided for under Republic Act No. 7641, Retirement Pay Law, where the cooperative pays 125% of the basic salary of employee for every year of service base on graduated

formula for length of service. Vesting period start on year Ten (10) of employment, equivalent to 50% of 125% with increment of 5% every year, for a maximum of 100% of 125% for Twenty years in service and beyond.

In the event that a certain employee retires after continuous service of five (5) years and had reached the age of 60 years old, the cooperative will apply the provision of RA 7641

RA No. 7641, States that: “In the absence of a retirement plan or agreement providing for retirement benefits of employees in the establishment, an employee upon reaching the age of sixty (60) years or more, but not beyond sixty-five (65) years which is hereby declared the compulsory retirement age, who has served at least five (5) years in the said establishment, may retire and shall be entitled to retirement pay equivalent to at least one-half (1/2) month salary for every year of service, a fraction of at least six (6) months being considered as one whole year.

5.21 Other Items

Other items includes accounts peculiar to cooperatives and is required by the framework to be disclosed as separate line item in the statement of operations. These includes:

Project Subsidy - refers to the amount deducted from Project Subsidy Fund to subsidize project expenses. This shall appear in the statement of operation as a contra account to Subsidized Project Expenses.

Donation and Grant Subsidy - refers to an amount deducted from Donations and Grants account to subsidize depreciation funded by donations and grants.

Optional Fund Subsidy - refers to amount deducted from Optional Fund to subsidize depreciation funded by Optional Fund and/or community development expense.

Subsidized Project Expenses - refers to a portion of the Project Subsidy Fund expended for training, salaries and wages and other activities subsidized by donations and grants.

5.22 Income Taxes

The Cooperative is exempt from income tax so long as it complies with the requirements of the Cooperative code as implemented by the Joint Implementing rules and Regulation of CDA and BIR, as discuss in note 1.

6. MANAGEMENT’S SIGNIFICANT JUDGEMENT AND ESTIMATES

6.1 Judgements

The preparation of the Cooperative’s financial statements in conformity with Philippine Financial Reporting Framework for Cooperatives requires management to make estimates and assumptions that affect the amounts reported in the Cooperative’s financial statements and accompanying notes.

Notes to Financial Statements

The estimates and assumptions used in the Cooperative's financial statements are based upon management's evaluation of relevant facts and circumstances as of the date of the Cooperative's financial statements. Actual results could differ from such estimates, judgements and estimates are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

6.2 Estimates

In the application of the Cooperative's accounting policies, management is required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognized in the period in which the estimate is revised if the revision affect only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The following represents a summary of the significant estimates and judgements and related impact and associated risk in the Cooperative's financial statements.

Allowance for Probable Losses (on Loans Receivables)

The Cooperative estimation on allowance for probable losses are base on Portfolio At Risk as discuss in note 5.6.

Estimated Useful Lives of Property and Equipment

The Cooperative estimates the useful lives of property and equipment based on the period over which property and equipment are expected to be available for use. The estimated useful lives of the property and equipment are reviewed periodically and are updated if expectations differ from previous estimates due to physical wear and tear, technical or commercial obsolescence and legal or other limits on the use of the property and equipment. In addition, the estimation of the useful lives of property and equipment is based on the collective assessment of industry practice, internal technical evaluation and experience with similar assets. It is possible, however, that future financial performance could be materially affected by changes in the estimates brought about by changes in factors mentioned above. The amounts and timing of recorded expenses for any period would be affected by changes in these factors and circumstances.

A reduction in the estimated useful lives of the property and equipment would increase the recorded expenses and decrease the non-current assets.

Depreciation is computed on a straight-line method over the estimated useful lives of the assets as follows:

Building	10-15 years
Building Improvements	5-7 years
Furniture, Fixture and Equipment	3-5 years
Transportation Equipment	5-7 years
Leasehold Rights and Improvements	5-7 years

The Cooperative Assesses the value of property and equipment which require the determination of future cash flows expected to be generated from the continued use and ultimate disposition of such assets, and require the Cooperative to make estimates and assumptions that can materially affect the financial statement. Future events could cause the Cooperative to conclude that property and equipment and other long-lived assets are impaired. Any resulting impairment loss could have a material adverse impact on the Cooperative's financial condition and results of operations.

The preparation of the estimated future cash flows involves significant judgement and estimations. While the Cooperative believes that its assumptions are appropriate and reasonable, significant changes in these assumptions may materially affect the Cooperative's assessment of receivable values and may lead to future additional impairment changes.

Impairment of Non Financial Assets

The Cooperative is required to perform an impairment review when certain impairment indicators are present. Purchase accounting requires extensive use of accounting estimates and judgement to allocate the purchase price to the fair market values of the assets and liabilities.

Determining the fair market values of property and equipment, and investment property, which requires the determination of future cash flows expected to be generated from the continued use and ultimate disposition of such assets, required the Cooperative to make estimates and assumptions that can materially affect the financial statements. future events, could cause the Cooperative to conclude that property and equipment and other longlived assets are impaired. any resulting impairment loss could have material adverse impact on the Cooperative's financial condition and results of operations.

The preparation of the estimated future cash flows involves significant judgement and estimations. While the Cooperative believes that its assumptions are appropriate and reasonable, significant changes in these assumptions may materially affect the Cooperative's assessment of recoverable values and may lead to future additional impairment charges

Revenue Recognition

The Cooperative's revenue recognition policies requires the use of estimates and assumptions that may affect the

reported amounts of revenues and receivables. Differences between the amounts initially recognized and actual settlement are taken up in the accounts upon reconciliation. However, there is no assurance that such use of estimates may not result to material adjustments in future periods.

7. FINANCIAL RISK MANAGEMENT OBJECTIVES AND POLICIES

The Cooperative is exposed to credit, liquidity, and other risks that arise in the normal course of its business. Its risk and control framework includes a focus on minimizing negative affects on the Cooperative's financial performance due to unpredictability of financial markets that drives the risks.

Credit Risk

Generally, the maximum credit risk exposure of financial assets is the carrying amount of the financial assets as shown on the face of the statement of financial condition.

The Cooperative continuously monitors defaults of members, customers and other counterparties, and incorporate this information into its credit risk controls. The Cooperative's policy is to deal only with credit worthy counterparties.

Liquidity Risk

Liquidity or funding risk is the risk that an entity will incur difficulty in raising funds to meet commitments associated with financial instruments. Liquidity risk may result from either the inability to sell financial assets quickly at their fair values; or counterparty failing on repayment of contractual obligation; or inability to generate cash flows as anticipated.

In order to minimize liquidity risk, the Cooperative maintains sufficient cash and has the availability of funding through an adequate amount of committed credit facilities.

8 CASH

This account is composed of the following:

	2021	2020
Cash on Hand	24,971,791.01	25,381,288.71
Petty Cash Fund/Revolving Fund	45,000.00	45,000.00
Cash and Other Cash Items (COCI)	2,179,391.93	2,312,596.40
Cash in Bank -Combo Savings	730,103,785.81	388,704,759.27
Cash in Bank - Savings	-	29,930.00
Cash in Bank - FCDO	988,928.90	746,658.18
Cash in Coop Bank - Savings	-	1,000.00
Cash in Coop Bank - Time Deposit	9,351,146.49	43,106,099.63
Total	767,640,044.14	460,327,332.19

Cash in Bank Savings both earns minimal interest prevailing rates of the bank. The foreign currency deposit unit (FCDO) is a dollar dominated savings account with amount of US\$ 19,398.37 Foreign exchange rate at the end of the reporting period is Php 50.98 to a dollar.

9 LOANS RECEIVABLE

This account is composed of the following:

	2021	2020
Current	1,031,713,748.26	1,347,651,359.28
Restructured	163,598,341.40	95,474,817.33
Past Due	67,115,819.02	49,092,846.72
Total	1,262,427,908.68	1,492,219,023.33
Allowance for probable losses	(46,625,879.27)	(85,620,617.76)
TOTAL RECEIVABLES	1,215,802,029.41	1,406,598,405.57

10 FINANCIAL ASSETS

This account is composed of the following:

	2021	2020
Current investment in:		
Unit Investment Trust Fund (UITF)	13,490,624.29	8,490,624.29
Total Current Investment	13,490,624.29	8,490,624.29
Non current investment in:		
Share in Coop Banks & other Coop	73,460,128.31	55,667,665.63
Long term Bonds	32,339,625.24	78,487,225.27
Long term dollar bond	-	11,073,500.00
Preferred Share	10,001,000.00	10,001,000.00
Long term uni investment trust fund (UITF)	-	15,000,000.00
Treasury Bill	-	20,000,000.00
Other Investment Funds	42,325,621.10	203,741,456.74
Total Non current Investment	158,126,374.65	393,970,847.64
Unrealized Gain (loss) on Investments	-	-
Total Non Current Investments - Net	158,126,374.65	393,970,847.64
TOTAL FINANCIAL ASSETS	171,616,998.94	402,461,471.93

Share in Coop Banks and Other Coop

These include share capital, savings deposit and time deposits in cooperative banks.

Unit Investment Trust Fund (UITF)

UITF are marked to marketable securities, where the price per unit of the securities are available on a daily basis. This investment fund has the risk of decline in value of the original investment, but on the other hand can have higher yields.

Long term Bonds

Long term bonds are placement in some universal banks

Other Investment Funds

These are combinations of marketable securities and other bond, Treasury bills and preferred shares on various banks and non banks financial intermediaries.

Notes to Financial Statements

11 OTHER CURRENT ASSETS

This account is composed of the following:

	2021	2020
Accounts Receivable - Others	9,935,603.63	7,739,504.48
Prepaid Expense	556,474.00	63,000.00
Receivable from accountable officer	-	17,177.44
Advances to officers and employees	41,574.00	426,161.78
Total Other Current Assets	10,533,651.63	8,245,843.70

Account Receivable - Others

This include claims receivable, A/R CIS, Western Union, SC Insurance, Insurance (Caritas) A/R/ Other/Members; and Damay Impok Advances

12 PROPERTY AND EQUIPMENT

This account composed of the following:

	2,020.00	Addition	Deduction	2,021.00
COST				
Land	2,000,863.39	-	-	2,000,863.39
Land Improvements	131,852.00	-	-	131,852.00
Building	15,174,152.45	12,771.00	-	15,186,923.45
Building Improvements	6,487,593.73	-	-	6,487,593.73
Furniture, Fixture and Equipment	14,910,170.67	6,694,180.81	50,648.51	21,553,702.97
Transportation Equipment	8,265,016.02	-	-	8,265,016.02
Leasehold Right & Improvements	697,252.68	-	-	697,252.68
Total Cost	47,666,900.94	6,706,951.81	50,648.51	54,323,204.24

ACCUMULATED DEPRECIATION

Building	(8,329,857.55)	(634,103.16)	-	(8,963,960.71)
Building Improvements	(4,615,100.86)	(619,670.14)	-	(5,234,771.00)
Furniture, Fixture & Equipment	(11,432,945.69)	(1,982,026.37)	112,217.25	(13,302,754.81)
Transportation Equipment	(4,338,476.85)	(1,363,317.60)	-	(5,701,794.45)
Leasehold Rights & Improvements	(697,243.68)	-	-	(697,243.68)
Total Accumulated Depreciation	(29,413,624.63)	(4,599,117.27)	112,217.25	(33,900,524.65)
CARRYING VALUE	18,253,276.31	2,107,834.54	162,865.76	20,422,679.59

	2019	Addition	Deduction	2020
COST				
Land	2,000,863.39	-	-	2,000,863.39
Land Improvements	131,852.00	-	-	131,852.00
Building	14,622,362.45	551,790.00	-	15,174,152.45
Building Improvements	6,270,793.73	216,800.00	-	6,487,593.73
Furniture, Fixture and Equipment	13,158,752.77	1,932,238.40	180,820.50	14,910,170.67
Transportation Equipment	8,124,246.02	134,350.00	6,420.00	8,265,016.02
Leasehold Right & Improvements	697,252.68	-	-	697,252.68

Total Cost	45,006,123.04	2,835,178.40	187,240.50	47,666,900.94
ACCUMULATED DEPRECIATION				
Building	(7,720,774.19)	(609,083.36)	-	(8,329,857.55)
Building Improvements	(3,964,365.28)	(650,735.58)	-	(4,615,100.86)
Furniture, Fixture & Equipment	(8,664,672.43)	(2,264,599.26)	(503,674.00)	(11,432,945.69)
Transportation Equipment	(2,982,074.25)	(1,362,822.60)	6,420.00	(4,338,476.85)
Leasehold Rights & Improvements	(697,243.68)	-	-	(697,243.68)
Total Accumulated Depreciation	(24,029,129.83)	(4,887,240.80)	(497,254.00)	(29,413,624.63)
CARRYING VALUE	20,976,993.21	(2,052,062.40)	(310,013.50)	18,253,276.31

13 INVESTMENT PROPERTY

This account is composed of the following:

	2021	2020
COST		
Land	12,730,000.00	12,730,000.00
Land/Bldg - EDESCO	41,003,825.38	41,003,825.38
Building	4,270,000.00	4,270,000.00
TOTAL COST	58,003,825.38	58,003,825.38

14 OTHER NON-CURRENT ASSETS

This account is composed of the following:

	2021	2020
Other Funds and deposits		
Long Term Time Deposit	1,214,775.88	11,173,507.02
Bonds and Treasury	320,026,742.88	78,647,857.44
Total Other Funds and deposits	321,241,518.76	89,821,364.46
Real Property Acquired(RPA)	399,069,136.38	200,535,832.05
Computerization Cost	5,006,443.51	9,948,307.79
TOTAL OTHER NON CURRENT ASSETS	725,317,098.65	300,305,504.30
Reconciliation of RPA (Additions and Deductions)		
Ropa Beginning	200,535,832.05	192,745,959.84
Additions	198,533,304.33	7,789,872.21
ROPA Ending	399,069,136.38	200,535,832.05

Other funds and deposit are restricted funds set aside for statutory funds and othe reserves such a retirement, members benefit and other funds.

Notes to Financial Statements

15 DEPOSIT LIABILITIES

This account is composed of the following:

	2021	2020
Time Deposit - Regular	756,379,033.64	683,558,749.67
Time Deposit - Associate	518,924,956.29	411,317,013.01
Savings Deposit - Regular	415,080,938.36	398,104,026.56
Savings Deposit - Associate	111,108,909.50	95,942,325.73
Savings Youthbee	2,704,459.56	3,398,748.78
Savings Smart Savers	658,204.92	946,955.40
Damay Impok	12,155,915.42	5,042,313.98
Special Deposit	6,468,693.74	5,645,271.18
Tipid Movement	133,419.06	133,419.06
Christmas Savings	468,643.94	515,084.54
Budget Savings	5,599,381.24	4,580,979.11
Health Savers Club	91,335.58	135,622.31
Wellness Savings	21,123.22	20,318.36
Holiday Savings	1,085,329.63	1,093,526.94
Happy Retirement	-	12,784,081.29
Couples Savings	1,217,456.09	1,223,929.08
Auto Debit	959,014.03	861,072.81
Emergency Savings Fund	2,507,444.47	1,159,858.82
Kaya Savings deposit	1,163,207.68	611,915.12
Savings deposit - Skylab	3,449,985.30	10,091,391.29
Future College Tuition Fee Savings	-	2,772,992.01
TOTAL DEPOSIT LIABILITIES	1,840,177,451.67	1,639,939,595.05

NON-CURRENT DEPOSIT LIABILITIES

	2021	2020
Time Deposit	7,355,000.00	-
Happy Retirement	16,023,685.06	-
Future College Tuition Fee Savings	3,979,693.92	-
Total Non-Current Deposits	27,358,378.98	-
TOTAL DEPOSIT LIABILITIES	1,867,535,830.65	1,639,939,595.05

16 INTEREST ON SHARE CAPITAL

This account is composed of the following:

	2021	2020
Beginning	41,668,343.00	43,221,971.09
Additions	43,881,204.56	41,668,343.00
Deduction/Payments	(41,668,343.00)	(43,221,971.09)
TOTAL	43,881,204.56	41,668,343.00

17 PATRONAGE REFUND PAYABLE

This account is composed of the following:

	2021	2020
Beginning	17,857,861.28	18,523,701.90
Additions	18,806,230.52	17,857,861.28
Deduction/Payments	(17,857,861.28)	(18,523,701.90)
TOTAL	18,806,230.53	17,857,861.28

18 DUE TO UNION AND FEDERATIONS (CETF)

This account is composed of the following:

	2021	2020
Beginning	3,238,273.75	3,319,847.89
Additions	2,238,836.97	2,125,935.87
Deduction/Payments	(3,238,273.75)	(2,207,510.01)
TOTAL	2,238,836.96	3,238,273.75

19 OTHER CURRENT LIABILITIES

This account is composed of the following:

	2021	2020
Other Payable	5,279,368.76	3,234,753.69
Accounts Payable	7,629,439.15	9,513,909.19
SSS, Philhealth/HDMF Contribution Payable	297,975.99	265,587.36
SSS/HDMF Loan Payable	30,346.83	81,424.80
Withholding Tax payable	275,027.47	278,017.23
TOTAL OTHER CURRENT LIABILITIES	13,512,158.20	13,373,692.27

20 LONG TERM PAYABLES

This account is composed of the following:

	2021	2020
Revolving Capital Payable	-	272,957.44
*Loans payable	-	15,149,621.32
Members Benefit Welfare Fund Payable	3,415,803.35	3,153,425.57
Retirement Fund payable	23,068,596.54	20,573,144.65
TOTAL LONG TERM PAYABLES	26,484,399.89	39,149,148.98

*Loans Payable:

Department of Trade & Industry	-	15,149,621.32
	-	15,149,621.32

21 SHARE CAPITAL

Share Capital is composed of the following:

	2021	2020
Common Shares:		
Authorized 8,000,000 share at P100 par value	800,000,000.00	800,000,000.00
Shares Subscribed - Beginning	690,137,600.00	599,674,700.00
Subscription during the year	111,680,748.36	112,975,979.00
Treasury shares	(33,632,648.36)	(22,513,079.00)
Paid-up Share Capital	768,185,700.00	690,137,600.00
Preferred Shares		
Authorized 10,000 shares at P100 par value	1,000,000.00	1,000,000.00
Shares Subscribed - Beginning	10,300.00	10,500.00
Subscription during the year	-	-
Treasury Shares	(100.00)	(200.00)
Paid-up Share Capital	10,500.00	10,300.00
Total Shared issued/fully paid	768,195,900.00	690,147,900.00
Deposit for share capital	1,391,633.67	1,577,871.62
TOTAL SHARE CAPITAL	769,587,533.67	691,725,771.62

22 DONATIONS AND GRANTS

This account is composed of the following:

	2021	2020
Donations and Grants	507,200.00	507,200.00
Donated Reserved	734,903.14	734,903.14
TOTAL DONATIONS AND GRANTS	1,242,103.14	1,242,103.14

Notes to Financial Statements

23 STATUTORY FUNDS

This account is composed of the following:

	2021	2020
Reserved Fund	162,339,350.77	148,906,328.97
Education & Training fund	6,038,067.70	4,253,620.80
Community Development fund	4,864,282.56	6,303,334.92
Optional fund	52,806,329.11	46,537,585.60
TOTAL STATUTORY FUNDS	226,048,030.14	206,000,870.29

24 OTHER INCOME

This account is composed of the following:

	2021	2020
Income/Interest on Investment	12,116,701.95	20,686,707.48
Other Income	1,568,556.09	1,746,476.75
Other Income on Insurance	6,554,995.75	5,841,977.45
Miscellaneous Income	512,123.45	207,977.06
Membership Fees	400,100.00	512,420.00
TOTAL OTHER INCOME	21,152,477.24	28,995,558.74

25 FINANCING COSTS

This account is composed of the following:

	2021	2020
Interest expense on deposit liabilities	50,431,746.08	44,626,034.48
Interest expense on borrowing	1,647,140.43	3,798,324.78
TOTAL FINANCING COSTS	52,078,886.51	48,424,359.26

26 EMPLOYEES BENEFIT EXPENSE

This account is composed of the following:

	2021	2020
Salaries and Wages	25,677,970.53	25,413,848.15
SSS, Philhealth and Pag-ibig Cont. Expense	2,114,272.00	1,874,023.32
Employees Benefits	6,520,140.56	6,511,549.52
Retirement Benefit Expense	1,436,297.91	1,391,246.13
TOTAL EMPLOYEES BENEFIT EXPENSES	35,748,681.00	35,190,667.12
Employees Benefits, Sub-Schedule		
Hospitalization	1,134,143.81	943,932.71
Rice Subsidy	2,324,239.60	2,201,000.00
Vacation Leave	543,967.15	477,231.36
Cash Gift	497,800.00	490,000.00
Special Leave Benefits	15,800.00	38,747.40
Medical Allowance - Dependent	297,000.00	294,000.00
Laundry	356,400.00	352,800.00
Length of Service	1,103,500.00	1,160,500.00
Uniform Allowance	247,290.00	553,338.05
TOTAL	6,520,140.56	6,511,549.52

27 PROVISION FOR PROBABLE LOSSES

This account is composed of the following:

	2021	2020
Provision for probable losses on loans	31,278,500.00	28,271,500.00
TOTAL	31,278,500.00	28,271,500.00

28 OTHER OPERATING EXPENSES

This account is composed of the following:

	2021	2020
Bank Charges	555.00	12,905.00
Collection Expense	5,054,824.05	3,810,682.49
Communication Expense	801,110.73	695,494.79
Depreciation and Amortization	4,936,380.91	4,992,170.60
Donations	217,017.92	233,066.40
Gas, Oil & Lubricants	112,871.25	1,657,863.91
General Assembly Meeting Expense	1,676,221.94	1,683,130.64
General Support Services	1,153,063.72	1,156,383.83
Insurance	12,479.48	-
Meetings & Conference	418,260.61	207,313.80
Members Benefit Expense	276,756.85	295,147.80
Miscellaneous Expense	2,074,006.07	2,047,537.68
Office Supplies	2,437,211.96	3,483,612.68
Officers Honorarium & Allowances	559,300.00	482,900.00
Periodicals, Magazines & Subscription	3,820.00	5,470.00
Power, light & Water	1,418,181.69	1,428,101.53
Professional Fees	330,333.34	223,555.56
Promotional Expense	2,642,023.66	2,040,961.14
Rental	725,565.83	649,696.11
Repairs & Maintenance	955,216.31	730,267.05
Representation	484,000.00	486,315.00
Social Services Expense	81,588.23	71,829.51
Taxes & Licenses	373,476.22	352,569.44
Travel & Transportation	827,706.97	781,404.81
TOTAL	27,571,972.74	27,528,379.77

Notes to Financial Statements

29 OTHER ITEMS

This account is composed of the following:

	2021	2020
Gain on Sale of Acquired Assets and Property	5,831,564.76	9,681,876.46
Gain or losses of Foreign Exchange Valuation	52,552.86	(32,535.69)
TOTAL	5,884,117.62	9,649,340.77

30 NET SURPLUS ALOCATION

The Net Surplus allocation was based on the following percentage:

	2021	2020
Reserved Fund	15.00%	15.00%
Coop Education Training Fund - Local	2.50%	2.50%
Due to Union/Federation (CETF)	2.50%	2.50%
Optional Fund	7%	7%
Community Development Fund	3%	3%
Interest on Share Capital	49%	49%
Patronage Refund Payable	21%	21%

Interest on share capital is computed from the net surplus after deducted the statutory funds totalling 30%. The remaining balance will be multiplied by 70% for interest on share capital ($70\% \times 70\% = 49\%$) and the other 30% goes to patronage refund ($70\% \times 30\% = 21\%$)

31 EVENTS AFTER THE END OF THE REPORTING PERIOD

Events after the end of the reporting period are those events, favorable and unfavorable, that occur between the end of the reporting period and the date when the financial statements are authorized for issue.

There are no events after the end of reporting period that would require disclosure or adjustment on the financial statement of the cooperative other than the Board of Directors Authorization for Issue the current years interest on share capital and patronage refund and the Approval for issue of cooperative Audited Financial Statement.

The Board of Director has approved for distribution to individual member the interest on share capital and patronage refund for the current year's reporting period on February 17, 2021. The manner of distribution is presented in the summary of significant accounting policy for Interest on share capital and patronage refund.

The financial statements of the Cooperative for the year ended December 31, 2021 were authorized for issue by the Board of Directors on February 4, 2021. The Board of Directors are still empowered to revise or amend the financial statements whenever necessary.

32 SUPPLEMENTAL NOTES TO FINANCIAL STATEMENTS

Under Revenue Regulation (RR) No. 15-2019 dated November 25, 2010, as further emphasized as to its reporting format under Revenue Memorandum Circular (RMC) No.17-2011, the following tax information are hereby disclosed.

32.1 Taxes and Licenses paid for the year

a. Local Taxes

Building Permit	2,517.00
Tax declaration	211,215.02
Capital gain	30,875.75
Vehicle	128,868.45
Sub - Total	373,476.22

32.2 Withholding Taxes

1. Tax on Compensation and Benefits

Tax withheld for the year	354,910.73
Total	354,910.73
Tax due	354,910.73
Over Remittance	-

Proposed Statements of Financial Condition 2022

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE
San Pedro St., Poblacion I, City of SJDM, Bulacan
III-FF-0132/072

	PROPOSED BUDGET 2022	BUDGET 2021	ACTUAL 2021
ASSETS:			
CURRENT ASSETS			
Cash on Hand	27,017,595.62	26,336,678.00	24,971,791.01
Cash and Other Cash Items	4,500,000.00	4,500,000.00	2,179,391.93
Cash in Bank	221,500,000.00	286,300,000.00	731,092,714.72
Cash in Cooperative	15,000,000.00	44,000,000.00	10,907,260.82
Petty Cash Fund	45,000.00	45,000.00	45,000.00
Cash Advances to Officers & Employees	50,000.00	15,300.00	41,574.00
Investment Short Term	17,000,000.00	17,000,000.00	13,490,624.29
Cash and Cash Equivalent	285,112,595.62	378,196,978.00	782,728,356.77
Loans Receivable			
Current	1,839,560,000.00	1,613,000,000.00	1,029,029,671.14
Restructured	292,459,000.00	124,954,515.00	163,598,341.40
Past Due-1-30days	23,543,000.00	34,359,192.00	13,169,836.30
-31-360 days	96,347,000.00	71,017,148.00	53,895,079.30
over 360 days	91,000.00	45,000.00	50,903.42
Loans Outstanding (Gross)	2,252,000,000.00	1,843,375,855.00	1,259,743,831.56
Allowance for Probable Losses on Loans	(58,721,000.00)	(92,899,118.00)	(44,314,368.49)
Net Loans Outstanding	2,193,279,000.00	1,750,476,737.00	1,215,429,463.07
Sales Contract Receivable	2,809,304.38	2,809,304.00	2,684,077.12
Less: Unrealized Gross Margin	(2,350,000.00)	(2,350,000.00)	(2,311,510.78)
Net Sales Receivable	459,304.38	459,304.00	372,566.34
Recble from Acctble. Officers & Employees	50,000.00	43,199.00	
Accounts Receivable - Others	10,000,200.00	13,631,794.00	9,935,603.63
Prepaid Expenses	600,200.00	114,536.00	556,474.00
TOTAL CURRENT ASSETS	2,489,501,300.00	2,142,922,548.00	2,009,022,463.81
INVESTMENTS - LONG TERM			
Investments - Cooperatives	55,200,000.00	55,200,000.00	55,151,617.15
Investments - Banks		30,000,000.00	10,137,226.67
Investments- Others	70,000,000.00	320,800,000.00	337,744,148.04
TOTAL LONG-TERM INVESTMENTS	125,200,000.00	406,000,000.00	403,032,991.86
PROPERTY AND EQUIPMENT			
Land	3,000,900.00	3,000,900.00	2,000,863.39
Land Improvements	131,900.00	131,900.00	131,852.00
Building	16,700,000.00	16,950,000.00	15,186,923.45
Less: Accumulated Depreciation	(9,864,000.00)	(9,315,858.00)	(8,963,960.71)
Building Improvements	7,500,000.00	7,600,000.00	6,487,593.73
Less: Accumulated Depreciation	(6,051,000.00)	(5,477,101.00)	(5,234,771.00)
Furniture, Fixtures and Office Equipment	19,385,000.00	19,385,000.00	21,553,702.97
Less: Accumulated Depreciation	(16,567,000.00)	(13,964,672.00)	(13,302,754.81)
Transportation Equipment	8,500,000.00	10,200,000.00	8,265,016.02
Less: Accumulated Depreciation	(7,046,000.00)	(5,702,074.00)	(5,701,794.45)
Leasehold Rights and Improvements	697,000.00	697,000.00	697,252.68
Less: Accumulated Depreciation	(697,000.00)	(697,000.00)	(697,243.68)
TOTAL PROPERTY AND EQUIPMENT	15,689,800.00	22,808,095.00	20,422,679.59

Proposed Statements of Financial Condition 2022

	PROPOSED BUDGET 2022	BUDGET 2021	ACTUAL 2021
OTHER ASSETS			
Computerization Costs	6,600,000.00	11,446,988.00	5,006,443.51
Other Funds and Deposits	330,000,000.00	108,300,000.00	74,778,787.22
Investment Property - Land	12,730,000.00	12,730,000.00	12,730,000.00
Investment Property - Building	4,270,000.00	4,270,000.00	4,270,000.00
Investment Property - EDESCO	41,500,000.00	42,000,000.00	41,003,825.38
Real & other Property Acquired	500,000,000.00	250,000,000.00	399,069,136.38
TOTAL OTHER ASSETS	895,100,000.00	428,746,988.00	536,858,192.49
TOTAL ASSETS	3,525,491,100.00	3,000,477,631.00	2,969,336,327.75
LIABILITIES			
CURRENT LIABILITIES			
Deposits			
Savings Deposits	641,688,000.00	527,209,393.00	526,189,847.86
Time Deposits	1,572,320,000.00	1,168,369,696.00	1,282,658,989.93
Special Deposit	7,274,000.00	6,024,212.00	6,468,693.74
Tipid Movement	150,000.00	142,375.00	133,419.06
Savings Youthbee	3,041,000.00	3,626,891.00	2,704,459.56
Savings Smart Savers	740,000.00	1,010,520.00	658,204.92
Holiday Savings	1,220,000.00	1,166,930.00	1,085,329.63
Christmas Savings	527,000.00	549,660.00	468,643.94
Budget Savings	6,296,000.00	4,888,479.00	5,599,381.24
Health Savers Club	103,000.00	144,726.00	91,335.58
Couple's Savings	1,369,000.00	1,306,086.00	1,217,456.09
Auto Debit Savings	1,078,000.00	918,873.00	959,014.03
Wellness Savings	24,000.00	21,682.00	21,123.22
Emergency Savings Fund	2,820,000.00	1,237,715.00	2,507,444.47
Kaya Savings Deposit	4,475,000.00	652,990.00	1,163,207.68
Savings Deposit-Skylab	3,880,000.00	10,768,780.00	3,449,985.30
Damay-Impok	13,669,000.00	5,380,781.00	12,155,915.42
Total Deposits	2,260,674,000.00	1,733,419,789.00	1,847,532,451.67
Loans Payable	-	27,000,000.00	-
Accounts Payable	8,600,000.00	10,383,883.00	7,629,439.15
SSS/ECC/Philhealth Premium/loan Payable	370,000.00	370,000.00	328,322.82
Withholding Tax Payable	300,000.00	300,000.00	275,027.47
Interest on Share Capital Payable	44,100,000.00	39,200,000.00	43,881,204.56
Patronage Refund Payable	18,900,000.00	16,800,000.00	18,806,230.53
Due toCETF (Apex)	900,000.00	3,596,848.00	2,238,836.97
Other Payables	6,020,000.00	4,273,079.00	5,279,368.76
Other Liabilities	79,190,000.00	101,923,810.00	78,438,430.26
TOTAL CURRENT LIABILITIES	2,339,864,000.00	1,835,343,599.00	1,925,970,881.93
LONG-TERM LIABILITIES			
Long-term Time Deposits	20,000,000.00		
Happy Retirement Savings	18,018,000.00	13,642,217.00	16,023,685.06
Future Education Fund	1,308,000.00	2,959,130.00	3,979,693.92
Revolving Capital Payable	300,000.00	300,000.00	
Members Future Benefit Fund Payable	3,500,000.00	3,200,000.00	3,415,803.35
Retirement Fund Payable	26,000,000.00	31,355,903.00	23,068,596.54
TOTAL LONG TERM LIABILITIES	69,126,000.00	51,457,250.00	46,487,778.87
TOTAL LIABILITIES	2,408,990,000.00	1,886,800,849.00	1,972,458,660.80

Proposed Statements of Financial Condition 2022

	PROPOSED BUDGET 2022	BUDGET 2021	ACTUAL 2021
EQUITY			
Members' Equity			
Deposits for Future Subscription	1,400,000.00	1,600,000.00	1,391,633.67
Common Share Capital - Authorized Subscribed Share Capital - Common			
Less: Subscription Receivable - Common Paid-Up Share Capital - Common	837,000,000.00	880,424,700.00	768,185,700.00
Treasury Share Capital - Common			
Preferred Share Capital - Authorized Share Subscribed Share Capital - Preferred Less: Subscription Receivable - Preferred Paid-up Share Capital - Preferred	12,000.00	70,500.00	10,200.00
TOTAL MEMBERS' EQUITY	838,412,000.00	882,095,200.00	769,587,533.67
Donations and Grants	507,200.00	507,200.00	507,200.00
Donated Reserve	734,900.00	734,900.00	734,903.14
TOTAL DONATION AND GRANTS	1,242,100.00	1,242,100.00	1,242,103.14
Reserve Fund	193,840,000.00	160,979,084.00	162,339,350.78
Education and Training Fund- Local	9,900,000.00	8,400,000.00	6,038,067.69
Community Development fund	7,700,000.00	8,800,000.00	4,864,282.56
Optional Fund	65,407,000.00	52,160,398.00	52,806,329.11
TOTAL STATUTORY FUNDS	276,847,000.00	230,339,482.00	226,048,030.14
TOTAL EQUITY	1,116,501,100.00	1,113,676,782.00	996,877,666.95
TOTAL LIABILITIES AND EQUITY	3,525,491,100.00	3,000,477,631.00	2,969,336,327.75

Proposed Statements of Operations 2022

SAN JOSE DEL MONTE SAVINGS AND CREDIT COOPERATIVE
 San Pedro St., Poblacion I, City of SJDM, Bulacan
 III-FF-0132/072

	PROPOSED BUDGET 2022	BUDGET 2021	ACTUAL 2021
REVENUES:			
Interest Income from Loans	208,672,000.00	156,500,000.00	156,272,908.25
Service Fees, Filing Fees	45,040,000.00	35,000,000.00	24,139,045.21
Fines, Penalties and Surcharges	27,600,000.00	20,000,000.00	10,734,386.64
Other Loan Income	14,800,000.00	13,500,000.00	18,048,583.98
TOTAL REVENUES	296,112,000.00	225,000,000.00	209,194,924.08
EXPENSES:			
Financing Costs:			
Interest Expense on Deposits	59,000,000.00	46,500,000.00	50,431,746.08
Interest Expense on Borrowings	3,500,000.00	3,000,000.00	1,647,140.43
TOTAL FINANCING COSTS	62,500,000.00	49,500,000.00	52,078,886.51
GROSS INCOME	233,612,000.00	175,500,000.00	157,116,037.57
ADMINISTRATIVE COSTS			
Salaries and Wages	40,818,000.00	33,408,000.00	25,677,970.53
Employees' Benefits	9,781,000.00	9,183,000.00	6,520,140.56
SSS/ECC/Philhealth, Pagibig Contributions	4,000,000.00	3,500,000.00	2,114,272.00
Retirement Benefit Expense	1,620,000.00	1,584,000.00	1,436,297.91
Officers' Honorarium and Allowances	2,080,000.00	2,080,000.00	559,300.00
Training/Seminars/Conferences	320,000.00	320,000.00	
Office Supplies	4,546,000.00	4,497,500.00	2,437,211.96
Power, Light and Water	2,125,000.00	1,800,000.00	1,418,181.69
Travel and Transportation	1,240,000.00	1,020,000.00	827,706.97
Insurance	1,500,000.00	1,400,000.00	1,153,063.72
Repairs and Maintenance	1,380,000.00	955,000.00	955,216.31
Rental	853,000.00	713,000.00	725,565.83
Taxes and Licenses	530,000.00	480,000.00	373,476.22
Professional Fees	414,000.00	320,000.00	330,333.34
Communication Expense	849,500.00	669,500.00	801,110.73
Representation	530,000.00	530,000.00	484,000.00
General Assembly Meeting Expenses	2,880,000.00	2,470,000.00	112,871.25
Meetings and Conferences	2,132,000.00	2,046,000.00	418,260.61
Bank Charges	20,000.00	20,000.00	555.00
Collection Expense	8,450,000.00	8,450,000.00	5,054,824.05
Litigation Expense	100,000.00	100,000.00	12,479.48
Affiliation Fees	24,000.00	20,000.00	
Social Services Expense	100,000.00	100,000.00	81,588.23
Promotional Expenses	4,373,500.00	2,427,500.00	2,642,023.66
Periodicals, Magazines, Subscriptions	42,000.00	42,000.00	3,820.00
General Support Services	1,888,000.00	1,744,000.00	1,676,221.94
Member's Benefit Expense	20,072,000.00	8,570,000.00	276,756.85
Gas, Oil and Lubricants	680,000.00	640,000.00	217,017.92
Miscellaneous Expense	2,160,000.00	1,665,000.00	2,385,896.74
Depreciation and Amortization	7,227,000.00	5,050,000.00	4,936,380.91
Provision for Probable Losses on Loans	50,407,000.00	31,278,500.00	31,278,500.00
TOTAL ADMINISTRATIVE COSTS	173,142,000.00	127,083,000.00	94,911,044.41

Proposed Statements of Operations 2022

	BUDGET 2022	BUDGET 2021	ACTUAL 2021
OPERATING INCOME	60,470,000.00	48,417,000.00	62,204,993.16
ADD: Other Income			
Membership Fees	700,000.00	3,400,000.00	400,100.00
Income/ Interests from Investment	13,900,000.00	14,483,000.00	12,116,701.95
Miscellaneous Income	230,000.00	600,000.00	824,014.12
Other Income on Insurance	7,100,000.00	6,800,000.00	6,554,995.75
Other Income	1,600,000.00	3,300,000.00	1,568,556.09
Total Other Income	23,530,000.00	28,583,000.00	21,464,367.91
Net Surplus Before Project Subsidy	84,000,000.00	77,000,000.00	83,669,361.07
Add(Deduct) Extraordinary Items			
Gain or Loss on Sale of P & E	6,000,000.00	3,000,000.00	5,831,564.76
Gain or Loss on Foreign Exchange Valuation			52,552.87
NET SURPLUS (FOR DISTRIBUTION)	90,000,000.00	80,000,000.00	89,553,478.70
<i>Reserve Fund - Minimum of 18% of Net Surplu</i>	<i>16,200,000.00</i>	<i>12,000,000.00</i>	<i>13,433,021.81</i>
<i>CETF - 2% of Net Surplus</i>	<i>900,000.00</i>	<i>2,000,000.00</i>	<i>2,238,836.97</i>
<i>Due to CETF- (APEX)</i>	<i>900,000.00</i>	<i>2,000,000.00</i>	<i>2,238,836.97</i>
<i>Optional Fund - 7% of Net Surplus</i>	<i>6,300,000.00</i>	<i>5,600,000.00</i>	<i>6,268,743.51</i>
<i>Community Development Fund (3%)</i>	<i>2,700,000.00</i>	<i>2,400,000.00</i>	<i>2,686,604.36</i>
<i>Patronage Refund Payable</i>	<i>18,900,000.00</i>	<i>16,800,000.00</i>	<i>18,806,230.53</i>
<i>Amt.Available for Int. on Share Cap.</i>	<i>44,100,000.00</i>	<i>39,200,000.00</i>	<i>43,881,204.56</i>
Net Surplus (As Distributed)	90,000,000.00	80,000,000.00	89,553,478.70

Audit Committee Report

Type of Audit Conducted: Financial, Operational, Compliance, Governance

This is to report to the General Assembly, the some relevant matters for relevant suggestions for information.

PARTICULARS	ACTION TAKEN
1. All throughout the calendar year, review of Cash on Hand, Cash in Bank, Investments, Property and Equipment, Real Properties Acquired, Loans Receivable, Deposit Liabilities, and Share Capital Accounts.	Findings and recommendations were presented on the Board of Directors (BOD) Meetings and necessary actions were undertaken accordingly.
2. Increasing balance of Accounts Receivable-Damayan due to inactive members not funding their Damay-impok Savings.	Disseminate information that members should update their Damay-impok Savings Account until December 31, 2021, to avoid consequences on their "Damayan" membership.
3. Regular visit at the Satellite Offices	Findings and recommendations were discussed with the Satellite Operations Officer and the Chief Executive Officer (CEO).
4. Regular meeting with the Internal Auditor.	Discussed internal audit findings which should be reported to the Board of Directors.
5. Increasing balance of the Deferred Credit Account consisting of anonymous bank deposits made by members on San Jose Koop commercial bank accounts and not informing the Finance Section of such.	Continuously reminded members to inform the Finance or Loan Department after depositing to commercial banks for their loan payments or deposit on savings and/or time deposit accounts.
6. Opening of suggestion boxes and letters from members.	Matters discussed with the CEO or BOD for appropriate actions.

Together, we surpassed the second year of pandemic due to CoViD. Rest assured that Board of Directors, all other officers and management staff, are doing the best way possible to maintain the business continuity program of our cooperative. We managed to give financial assistance to members and still generate income for distribution. Commendation to the diligent work force of San Jose Koop!

AUDIT COMMITTEE MEMBERS: (AUDIT REPORT NO. 2021-12)



RUTH D. LIM
Chairperson



MERLY J. JACOBA
Vice Chairperson



ROSEMARIE D. SAYSAY
Secretary

Mediation Committee Report

Mediation and Conciliation Committee Accomplishment Report for 1st Semester 2021

1. Ang aming committee po ay nagkaroon ng tatlong (3) pagpupulong sa unang semester ng taong 2021 noong buwan ng Enero, Pebrero at Hunyo. Dahil po sa pagtaas ng kaso ng COVID-19 noong buwan ng Marso, Abril at Mayo ay hindi po kami nagkaroon ng pagpupulong sa mga nabanggit na buwan para maiwasan ang magkahawahan ng sakit na COVID-19.
2. Na, isa po sa aming natalakay sa aming pagpupulong ay kung papaano namin maisasagawa ang bawat pagpupulong sa panahon ng pandemya.
3. Natalakay din po namin kung ano ang maiitutulong ng aming committee sa panahon ng pandemya.
4. Na, kung sakali po na magkaroon ng usapin o kaso na idudulog sa aming committee sa panahon ng pandemya ay amin pong napagpasyahan na isagawa ito sa papamagitan ng Zoom Meeting.
5. Na, mula po ng buwan ng Enero hanggang buwan ng Hunyo 2021 ay wala pong naidulog sa aming committee na ano man kaso o usapin

Mediation and Conciliation Committee Accomplishment Report for 2nd Semester 2021

1. Ang aming committee po ay nagkaroon ng anim (6) pagpupulong sa pangalawang semester ng taong 2021 mula Hulyo hanggang Disyembre 2021 .
Apat na face to face at dalawang virtual gamit ang mga laptop na kaloob ng San Jose Koop.
2. Nagkaroon din ang committee ng mga pagsali sa mga seminars and training via zoom sa loob ng ikalawang semester ng taong 2021.
3. Sumama at nakiisa sa pagpunta sa mga gawaing pang Social Activities Services.
4. Lumahok sa taonang Committee Planning.
5. Na, mula po ng buwan ng Hulyo hanggang buwan ng Disyembre 2021 ay wala pong naidulog sa aming committee na ano man kaso o usapin.



CHRISTOPHER B. VICENTE
Chairperson



ERNAN PALABYAB
Vice Chairperson



IMELDA C. GONZALES
Secretary

Ethics Committee Report

TO ALL THE MEMBERS OF SAN JOSE KOOP

Even in the midst of the CoVid-19 pandemic, the San Jose Koop Ethics Committee continuously exerted efforts to fulfill its functions and obligation to the stakeholders of the cooperative. The Ethics Committee fulfilled the following tasks:

1. Continues monitoring of the cooperative's adherence to ethical standards and core values based on the existing Code of Ethics and Right Conduct of the cooperative.
2. Attendance and participation in the governance and risk management committee meetings on the policy formulations and amendments on the following:
 - a. Management plan in response to CoVid-19 Pandemic
 - b. Employees code of discipline
 - c. Succession planning process
3. Coordination with management regarding the Social Performance Management (SPM) output.
4. Review of the cooperative's Code of Ethics and Right Conduct. Presented recommendations for the possible amendments and/or enhancement to include the appropriate sanctions on infractions committed by directors, officers, employees and members.
5. Participated in the preparation of San Jose Koop's annual plan for 2022.
6. Attendance to webinar on "Skills Enhancement and Capability Training for Ethics Committee"
7. Participation in various cooperative community services and outreach programs.
8. Attendance to scheduled regular committee meetings either face to face or on-line.

There were no issue nor complaints presented before the committee for the year.

Let us all walk hand in hand in the spirit of cooperativism towards the achievement of our common goals.

That in all things God may be glorified!


FR. ARVIN RAY C. JIMENEZ
Chairperson


MR. TEODOLFO A. CABUHAT
Vice Chairperson


MS. CAROLINA ISRAEL
Secretary

Election Committee Report

Mapagpalang araw po sa ating lahat na kasapi ng ating San Jose Koop!

Narito po ang talaan ng mga gawaing naisakatuparan ng ELECTION COMMITTEE sa nagdaang taon sa kabila ng patuloy na pag-iral ng "Quarantine Restrictions." Sa dami po ng ating mga kamay-ari na maaaring bumoto o ung tinatawag na METV (Members Entitled To Vote) naging imposible po ang Eleksyon sa nagdaang taon, sa kabila po nito sinikap nating makagawa ng mga paraan kung paanong maisasagawa ito base sa mga alituntunin ng IATF at CDA.

~ Nakapagsagawa po tayo ng "survey" kung saan inalam ang kakayahan at kahandaan ng ating mga kasapi sa posibleng ibang paraan ng pagboto lalo na sa pamamagitan ng paggamit ng "online apps" at ibat-ibang social media accounts at gadgets.

~Nakapagsagawa rin po ng "Referendum" kung saan binigyan ng karapatan ang mga METV (Members Entitled To Vote) upang maging bahagi ng pagdedesiyon sa mga bagay na may kaugnayan sa General Assembly at Eleksyon, gayon din sa ilang pagbabago ukol sa CETF.

~Nakapaghanda sa "face-to-face- sequential election" ayon na rin sa alituntunin at suhestiyon ng CDA batay sa resulta ng ating ginawang Referendum.

~ Patuloy na nagsagawa ng mga pag-aaral ukol sa mga batas na may kaugnayan sa Eleksyon partikular sa ating kooperatiba na amin ding ipapasa sa mga taong susunod na gaganap sa aming tungkuling ginampanan sa nakaraang panahon upang patuloy na humanap at magsaliksik ng mga bagay na higit na makakatulong sa ating minamahal na kooperatiba at mga myembro nito.

Sa ating patuloy na sama-samang panalangin walang hindi tayo mapagtatagumpayan, sa tulong ng Maykapal nawa ay patuloy tayong maging matatag sa pagharap sa mga hamon ng panahon.

ELECTION COMMITTEE


LAZARO G. DELA TORRE
Chairperson


MICHELLE C. VILLANUEVA
Vice Chairperson


NANCY P. MAGNO
Secretary

OPERATIONAL PLANS 2022

OVERALL STRATEGY: SECURE RELIABLE
CO-OPERATIVE CAPITAL WHILE GUARANTEEING MEMBER CONTROL.
POSITION SJDM SCC AS BUILDERS OF SOCIAL, ECONOMIC AND
ENVIRONMENTAL SUSTAINABILITY

OPERATIONAL PLANS 2022

BSC Code	STRATEGIC OBJECTIVES	KEY AREAS	STRATEGIC TARGETS (KEY PERFORMANCE MEASURES)	ACTIONS/STEPS	TIME TABLE	RESPONSIBILITY CENTERS
F1	<ul style="list-style-type: none"> To ensure quality of loan portfolio. To comply with the principle of responsible lending. 	DELINQUENCY - reduction and prevention	4%	<ul style="list-style-type: none"> Continuous promotion and flyering of different payment platforms and electronic payment solutions like GCash, KAYA and bank to bank payment Promotion and flyering of existing payment centers like SM Tungko and Savemore Tungko, Muzon, Muzon Terminal & Caloocan Review policy on Providential Loans Update and thorough implementation of Modular Borrowers Orientation before the loan release in all offices. To conduct seminar/webinar on Life coaching/Financial Literacy Enhancement of different payment platforms like viewing their unpaid loan balances 	Monthly Monthly Monthly Jan - Dec 2022	BOD MSBDO ACCOUNTING & FINANCE LOANS& COLLECTION AUDIT SOOs MSBDO ACCOUNTING & FINANCE LOANS & COLLECTION AUDIT SOO LOANS & COLLECTION MSBDO LOANS& COLLECTION
F2	To enhance financial sustainability and operations	COLLECTION RATE -Increase and efficiency	96%	<ul style="list-style-type: none"> To hire project-based contractual worker/s who will monitor and call/personal visit delinquent accounts/non-borrowers thru BPO (Business Process outsourcing) approach. Option 2 To separate duties of CI/ Collectors Daily collection thru online payment platforms like Gcash, KAYA. To terminate the implementation of loan moratorium program Encourage members to open GCASH acct. for their loan payments 	1st qtr	BOD ACCOUNTING FINANCE LOANS& COLLECTION AUDIT SOOs ACCOUNTING FINANCE LOANS& COLLECTION MSBDO SOOs
F3	To maximize the profitability of loan portfolio	Increase LOAN PORTFOLIO PROFITABILITY	22%	<ul style="list-style-type: none"> To encourage inactive members and non-bo-rrowers to patronize loan products. Cross selling of products and services Re-branding of products Review policy on collateralized loan products to include OR/CR as collateral Review Loan Exposure for Businesses that are not heavily affected by the pandemic Offer pre-approved loan to inactive members Promotion of our loan products by using content marketing like vlogs, social media posts and webinars to attract members to stimulate interest in our products and services Updating of San Jose Koop's website for accurate information of web visitors Loan from Home - to offer online loan release via telephone call and other means of communication esp. to inactive members. 	Whole Year Round Whole Year Round	LOANS& COLLECTION SOOs LOANS& COLLECTION MSBDO ADMIN/HR SOOs LOANS& COLLECTION MSBDO ADMIN/HR LOANS& COLLECTION SOOs
F4	To maintain financial stability and sustainability	Increase NET INSTITUTIONAL CAPITAL	11%	<ul style="list-style-type: none"> Continuous and increase allocation to reserve fund Aggressive sale of ROPA based on agreed target (50%) Creation of ROPA Catalogue and furnish copy to satellite offices Review of FS & Schedules To attain 10% Net Institutional Capital 	Whole Year Round 1st Quarter Monthly	FINANCE& ACCOUNTING

OPERATIONAL PLANS 2022

F5	To comply with our mission of empowering our member by providing them competitive and quality financial services	LOAN RELEASES	P 2.252 Billion	<ul style="list-style-type: none"> Product Innovation Continuous Capital build up program Promoting insurance to different Primary Coops thru federations/ unions' monthly meetings Review interest rates on Deposits to minimize interest expenses Implementation of Business Development Services Require Time Depositors to increase their Share Capital Require Officers & Employees to increase their S/C especially those who are not availing loans. Periodic Raffle Program for members adding their Share Capital Promotion of special loan products like Christmas Loan, Loyalty Loan and Back to School Loan on year round basis for awareness of members Develop wealth creating loan products Consider short term placements 		
		ASSETS	P 3.5 Billion			
		Increase SHARE CAPITAL TO ASSET RATIO	35%			
		Reduce FINANCIAL INVESTMENT TO ASSET RATIO	5%			
F6	<ul style="list-style-type: none"> To increase market share and membership penetration. To build a community of trustworthy people. 	MEMBERSHIP Growth 30% annual growth	7,000 for the year 2022	<ul style="list-style-type: none"> Intensive membership recruitment thru social media and digital channels, on-line membership recruitments and promotions. Enhancement/massive campaign of member get member program, relatives recruitment Group KOOPDINATOR Promotional advertisement/ paraphernalias like flyering to schools, establishments, wet markets, jeep/bus/toda terminals, churches, hoa , business signages, direction signages, tarpaulin per barangay Encourage associate members to become regular member On field PMES Redesign Business Signage Web Mapping Platforms (Waze, Google Maps, Others) 	Whole Year Round	MSBDO SOOs BOD
		98% annual retention rate				
F7	To inculcate the value of savings the cooperative way of life and practice the philosophy of people helping people.	Deposit to Asset Ratio - Increase	65%	<ul style="list-style-type: none"> Continuous promotion of long term savings products Cross selling and promotion of deposit products esp. long term savings product Review Interest Rates Promotion of Cooperative Savings Product with Few takers Acceptance of deposits to our different payment platforms Aggressive campaign for Smart Kid Savings Fund of Lab Coop thru Social Media Promotion of our online savings platform like KAYA, GCASH 	March	ACCOUNTING & FINANCE SOOs MSBDO
F8	To maximize the earning capacity of members' money. To enhance the capacity of coop's assets to generate income.	Asset Yield -Decreasing Non Earning Assets	4%	<ul style="list-style-type: none"> Decreasing non-earning assets Aggressive marketing and selling of foreclosed properties Development of Foreclosed Property 	Whole Year Round	ACCOUNTING & FINANCE LOANS & COLLECTIONS SOOs BOD
		-Increase Profitability Ratio	96%			

OPERATIONAL PLANS 2022

OVERALL STRATEGY: ELEVATE PARTICIPATION WITHIN MEMBERSHIP AND GOVERNANCE TO A NEW LEVEL.				OPERATIONAL PLANS		
BSC Code	STRATEGIC OBJECTIVES	KEY AREAS	STRATEGIC TARGETS (KEY PERFORMANCE MEASURES)	ACTIONS/STEPS	TIME TABLE	RESPONSIBILITY CENTERS
MC1	To familiarize and introduce our members to the world of digitalization	San Jose Koop FB Page Text Blasting Different Platforms • KAYA • GCash • SM Payment Facility	Online membership Online loan application, releasing and payment Coop Activities Advertisement	<ul style="list-style-type: none"> Cascading of online membership, loan application, releasing and payment to all satellite offices Revision of PMES Module for new normal adaptation Full information/ dissemination of online transactions Implementation of policy on online membership Incorporate the online seminar as part of membership approval Regular posting of announcement on facebook account and facebook page Improve the member get member program by providing a reward system/ program Re-organize San Jose Koopdinator and equipped them in the online recruitment technique Intensify the online membership recruitments thru Social Media (FB, Youtube) Create online reward system that link in our own system to boost the interest of members in member get member.Loan 	1st qtr 1st qtr Jan - Dec 2022 Jan - Dec 2022 1st qtr January 2022 1st qtr 1st qtr	ACCOUNTING & FINANCE MSBDO SOOs CREDIT & COLLECTIONS BOD, CEO, MSBDO, MEM, SERV. COMM. MSBO, EDCOM MSBDO Edcom MSBDO MSBDO, SOO MSBDO, MIS MSBDO, MIS, BOD, CEO
MC2	To have a credible and dependable computer system, software, network and program	WIFI connection for Satellite Offices	New program should be up and running by this year	<ul style="list-style-type: none"> Establishment of in-house Enterprise Resource Planning 	1st qtr	ADMIN MIS CREDIT & COLLECTION MSBDO ACCOUNTING & FINANCE
MC3	To promote existing products and services	Insurance		<ul style="list-style-type: none"> Aggressive insurance campaign thru sending letters to other cooperatives within the city to offer our insurance products and provide catalogue and request for the presentation of the insurance products. Create separate unit for insurance services that will give focus on the insurance services only. 	1st qtr 1st Quarter of 2022	MSBDO ADMIN BOD BOD, CEO, ADMIN, MSBDO
		Business Development Service (BDS)		<ul style="list-style-type: none"> Creation of Business Development Centre Review the Memorandum of Understanding (MOU) to familiarize with the commitment. Assignment of 1 personnel to act as BDS Specialist and this is included in the MOU. Create separate unit that will handle the needs of the BDS but it should be under the supervision of MSBDO Department 	1st qtr. January 2022 1st Quarter of 2022 1st quarter of 2022	MSBDO BOD, CEO, MSBDO, ADMIN CEO, ADMIN, MSBDO BOD, CEO, ADMIN, MSBDO

OPERATIONAL PLANS 2022

		Non-Borrowers		<ul style="list-style-type: none"> Use text blasting and send letter to encourage non-active members. Provide a pre- approved loan amount to encourage our non-active member to patronize our loan products Develop a special loan for inactive members and non-borrowers. Like longevity loan program (LLP) we will provide loan equivalent to their membership or based on the 50% of their damage-impok benefits. 	<p>January 2022</p> <p>1st Quarter of 2022</p> <p>January 2022</p>	<p>MSBDO</p> <p>LOAN DEPT.</p> <p>MSBDO, LOAN DEPT. CRECOM, BOD, MIS</p>
MC4	<p>To provide timely and efficient delivery of service to members</p> <p>To serve members with convenience as well as to diversify market</p>	Online Transactions and Digitalization	<p>San Jose Koop Website</p> <p>KAYA</p> <p>GCash</p> <p>SM Payment Facility</p>	<ul style="list-style-type: none"> Promotion of Online Transactions and Digitalization Purchase of power generator Regular posting of announcement at facebook account and facebook page Required all satellite offices to play KAYA Payment Platform video. 	<p>1st qtr</p> <p>Whole Year Round</p> <p>January 2022</p>	<p>MSBDO ADMIN</p> <p>MIS BOD SOOs</p> <p>MSBDO</p> <p>CEO, MSBDO, SOO</p>
MC5	To enhance loyalty incentive program and benefits	Members' loyalty incentive program and benefits		<ul style="list-style-type: none"> Partnership and linkages with business establishments like hospitals, restaurants, schools, etc. Conduct community development projects to nearby areas of Satellite Offices Develop Electronic Loyalty Program and Raffle Saturate all Flea Market, Public Market, Private Market and Sari-Sari Store to install our business signage. 	Jan - Dec 2022	MSBDO BOD SOOs
MC6	To enhance infrastructure and maintenance of all offices	Business Operations	Excellent Physical Infrastructure	<ul style="list-style-type: none"> Improvement of waiting area for members - Tungko Office Installation of filing room/ storage room - TM Office Breastfeeding Station Shelves storage for supplies and documents - Tungko Office Rehabilitation of EDESCO Market as Main Office - Long-term Plan Renovation of Loma Office Ground flr - loan application 2nd flr - teller section Covered Parking for Loma Office Installation of vault at Loma Office Relocation of Caypombo and San Vicente Office Covered Parking for Loma De Gato Office Number queuing at Satellite offices Breastfeeding Room 	3rd qtr	BOD COMMITTEES CEO HR/ADMIN SOO

OPERATIONAL PLANS 2022

MC7	To educate members on values education, coop principles and practices, livelihood and entrepreneurship	<p>Regular Audio Visual Presentations (AVP) -Financial Literacy</p> <p>Pre-Membership Education Program via Online</p> <p>Gender and Development Program</p> <p>Other sectoral group and community project</p>	<p>Updated AVP</p> <p>Trainings and Seminars</p>	<ul style="list-style-type: none"> Implementation of Coop Calendar of Activities Updating of Org. Chart. To develop online tool for members' satisfaction survey 	Whole Year Round	<p>EDCOM</p> <p>HR/ADMIN</p> <p>GAD COM</p> <p>SOCIAL SERVICES COM</p> <p>MEMBERSHIP COM</p>
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OVERALL STRATEGY: ENSURE SUPPORTIVE LEGAL FRAMEWORKS FOR CO-OPERATIVE GROWTH.

OPERATIONAL PLANS

BSC Code	STRATEGIC OBJECTIVES	KEY AREAS	STRATEGIC TARGETS (KEY PERFORMANCE MEASURES)	ACTIONS/STEPS	TIME TABLE	RESPONSIBILITY CENTERS
IBP1	To develop new policy/ies and enhance existing policy/ies	<p>Organization and General Policy</p> <ul style="list-style-type: none"> Policy on Safekeeping of Land Title/s Policy on Updating Specimen Signatures Policy on Security Member Classification Loyalty Program Policy on Common Poster Area Policy on Person with Disability Policy on Environment Protection and Concern <p>Credit Policy</p> <ul style="list-style-type: none"> Loan Merit System Collection Policy Lump Sum Mode of Payment <p>Human Resource Management Policy</p> <ul style="list-style-type: none"> Policy on Hiring Process, Employment Administration, Terms and Conditions, Benefits, Code of Discipline Policy on third party liabilities (TPL) Governance Framework 	Comprehensive Policy and Procedures Manual	<ul style="list-style-type: none"> Regular review of policy/ies Identify policy ga Approval of Management Committee composed of CEO and all department heads 	<p>1st Quarter</p> <p>March</p> <p>2nd qtr</p>	<p>HR/ADMIN</p> <p>BOD</p> <p>ALL DEPT CONCERNED</p>

OPERATIONAL PLANS 2022

BSC Code	STRATEGIC OBJECTIVES	KEY AREAS	STRATEGIC TARGETS (KEY PERFORMANCE MEASURES)	ACTIONS/STEPS	TIME TABLE	RESPONSIBILITY CENTERS
IBP2	Full awareness and implementation of all cooperative policies	<p>Organization and General Policy</p> <ul style="list-style-type: none"> • Member Classification • Loyalty Program • Policy on Security • Policy on Common Poster Area • Policy on Person with Disability • Policy on Environment Protection and Concern • Policy on Safekeeping of Land Title/s • Policy on Updating Specimen Signatures <p>Credit Policy</p> <ul style="list-style-type: none"> • Loan Merit System • Collection Policy • Lump Sum Mode of Payment <p>Human Resource Management Policy</p> <ul style="list-style-type: none"> • Policy on Hiring Process, Employment Administration, Terms and Conditions, Benefits, Code of Discipline • Policy on third party liabilities (TPL) <p>Governance Framework</p>	Comprehensive Policy and Procedures Manual	Cascading and continuous trainings	3rd Quarter	HR/ADMIN BOD ALL CONCERNED DEPT
IBP3	Monitoring of Internal Control, ACCESS, Risk Management, Regulatory Compliance, Business Continuity Plan, Social Performance Management and Statutory Commitment	<p>Internal Control</p> <p>ACCESS</p> <p>Risk Management</p> <p>Regulatory Compliance</p> <p>Statutory Commitment</p> <p>Business Continuity Plan</p> <p>Social Performance Management</p>	<p>ACCESS Tools</p> <p>Risk Register</p> <p>Business Continuity Plan</p> <p>Social Performance Management</p>	Monitoring per concern department	Jan to Dec	BOD AUDIT COM INTERNAL AUDIT ETHICS COMMITTEE

OPERATIONAL PLANS 2022

OVERALL STRATEGY: ENSURE SUPPORTIVE LEGAL FRAMEWORKS FOR CO-OPERATIVE GROWTH.				OPERATIONAL PLANS		
BSC Code	STRATEGIC OBJECTIVES	KEY AREAS	STRATEGIC TARGETS (KEY PERFORMANCE MEASURES)	ACTIONS/STEPS	TIME TABLE	RESPONSIBILITY CENTERS
LG1	To implement Succession Program and Leadership Development Program	Succession Plan and Leadership Development Program	Pooling of Future Leaders	To review policy on Succession Program and Leadership Development Program	1st - 4th Qtr	BODs CEO Admin/HR
LG2	To institutionalize PMS and link it with compensation and rewards system	Performance Management System New Salary Grouping Guide	Institutionalize integrating compensation and rewards system	Adapt Performance Management System Develop Trainers from our Department Revision of Employees Handbook - Personal Talk with each Employee To separate MIS from Admin HR Dept.	March 2022	BODs CEO Admin/HR
LG3	To improve strategic management of staff and personnel towards achieving vision and mission	Human Resource and Management	Establish effective management to maximize employees work performance	<ul style="list-style-type: none"> • Review Policy on Hiring Process • Develop Trainers from our Department • New Employees Handbook • Personal Talk with each Employee • Reshuffling of employees • New HR program • Employees Lounge • Rewarding of Employees / Department on a monthly basis • General <ul style="list-style-type: none"> o Fundamentals o Leadership o Values Re-orientation - o Financial Literacy o Customers Care o Joy at Work (Stress Management) • Technical Training <ul style="list-style-type: none"> o Basic Accounting Course o Auto CAD o Business Correspondence o Strategic Marketing o Social Media and Digital Marketing o Counterfeit Detection o Online CI and collection Trainings o Appraisal 	April 2022 September 2022 As per request As per request October 2022 as per request as per request January 2022 January 2022	BODs CEO All Department Heads
LG4	To maximize the use of ATM machine To promote KAYA payment platform To minimize energy consumption To motivate employees Learning Session	New Office Schedule	5-day work schedule Skeletal Workforce Maximum utilization of Online Services	Develop and adapt 5-day work schedule policy	1st Qtr	BODs CEO All Department Heads

OPERATIONAL PLANS 2022

LG5	<p>To attract employees to stay and retire in our cooperative.</p> <p>To protect and support the health and well-being of employees to increase productivity</p> <p>To boost morale and increase productivity</p> <p>To promote camaraderie between employees and officers</p> <p>To ensure adequate staffing, positive employee morale, and to meet expected productivity standards throughout the cooperative.</p>	Employees Compensations, Incentives and Benefits	Well compensated staff	<p>Review and enhance Employees Compensations, Incentives and Benefits</p> <ul style="list-style-type: none"> • Employees Hospitalization • Team Building • Employees Day • Employees Uniform Allowance • Early Bird (Perfect Attendance) • Coop 35th Anniversary Program 	1st Qtr	BODs CEO All Department Heads
LG6	To ensure members' satisfaction and operational efficiency	Physical Infrastructure- Main Office Building	Well-maintained Office Building	<ul style="list-style-type: none"> • Filing Room and storage room • Rehabilitation of EDESCO Market • Repair of Main office Building • To outsource cleaning services for Main office building every 6 mos. • Provide Information desk @ the lobby. • Additional parking area at Main Office 		Admin Dept. BOD (Building Com.) CEO
LG7	To maintain productive, skilled and dedicated officers and management and staff	Trainings and Seminars and other coop related activities	Dependable officers and productive management and staff	To conduct and attend trainings, seminars and other coop related activities	Whole Year Round	BODs COMMITTEES CEO
LG8	<p>To formulate and execute an Annual Audit Plan for 2021-2022 term of office.</p> <p>To work together with the Internal Audit Department in formulation and monitoring of Business Continuity Plan/Risk Mitigation Programs; monitoring of ACCESS Audit Recommendations, Annual Operational Plans and Programs.</p> <p>To assist BOD in formulation and review of Policies. Active participation in all cooperative undertakings.</p>	Proposed 2021 Audit Action Plan	Performing of duties and responsibilities	Implementation of Monthly Audit Plan	Whole Year Round	BODs Audit Com. Internal Audit

OPERATIONAL PLANS 2022

LG9	To implement computerized election	General Assembly Meeting Election Committee Plans	Computerized Election Successful execution of election and proclamation of winners	Memorandum from IATF and CDA Amendments to the by-laws and election code	2nd qtr	BOD Election Committee
LG10	To have an effective security guard. To improve our service to member To have committed caretaker To secure all San Jose Koop offices.	Office Building and Satellite Offices	Ensure security and safety of San Jose Koop Premises	<ul style="list-style-type: none"> To require all guards to undergo drug test and submit NBI clearance - c/o Agency Additional Security Guard for TM office to assist vehicle owners Provide yearly contract for Caretakers Additional CCTV camera in Satellite Offices Quarterly Testing of Alarm System 		
LG11	To adapt to the new normal.	New normal	Integration of Business Continuity Plan	<ul style="list-style-type: none"> Change of partition to acrylic especially on frontliners Thermal Imaging System Apply for safety seal certification per office 	Mar2022	Admin
LG12	To promote productivity and work efficiency	Quality transactions	Additional manpower	Additional Bayad Center Clerk/ Teller for San Vicente Sato Hire 2 IT Hardware staff to be assigned as technical support	1st quarter	Admin SOO
LG13	To maintain a quality Information System	Software and Program Units, Equipment and Supplies, Deployment and Development licenses, Web Voting System, Offline San Jose Koop Information System	Empowered Management Information System Unit through digitalization	Implementation of online transactions Executing of New Program To adapt for the New Normal and to improve voting system/process of San Jose Koop	Jan - Dec	MIS Dept.

Our Vision

A world-class financial institution committed to serve.

Our Mission

To empower our members by providing them access to competitive and quality financial services.

Our Values

S - Solidarity

E - Equality

R - Responsiveness

V - Values-Oriented

E - Excellence

Our Goals

To be financially viable through sustained profitability and growth.

To provide our members with quality products and services.

To promote strategic partnership with the LGU and NGO of the community.

To provide our community with social welfare and livelihood programs.

To have an effective interrelation and coordination with our APEX organization
(secondary and tertiary coops).



Historical Milestones

- San Jose Koop Founded - 1986
 - SJDM Kilusang Bayan sa Pagpapautang, Inc Register to the Bureau of Cooperative Development - 1987
- Dividends and Patronage Refunds - 1989
 - SJDM Kilusang Bayan Sa Kaunlaran, Inc Become Multi-Purpose Cooperative - 1993
- Hall of Fame Awardee - 1994
- The First Satellite Office at Sapang Palay - 1997
 - Re-register to CDA as San Jose del Monte Kooperatiba ng Bayan sa Kaunlaran - 2000
 - Coop-LGU Partnership Award - 2003
 - Second Satellite Office at Muzon - 2005
 - Expansion operation to Municipalities of Sta. Maria, Marilao and Norzagaray - 2006
- Third Satellite Office at Tungkong Mangga - 2007
- Becoming A Century Cooperative - 2008
 - ACCESS Brand Bronze Awardee - 2010
- Re-register to CDA as San Jose del Monte Savings and Credit Cooperative - 2011
- San Jose Koop 25th Anniversary - 2012
 - SIPAG AWARDEE - 2014
 - Billionaire Cooperative - 2015
 - ACCESS Brand Silver Awardee - 2017
- San Jose Koop 30th Anniversary - 2017
- Fourth Satellite Office at Caypombo, Sta. Maria - 2018
- Fifth & Sixth Satellite Office at Loma De Gato & Minuyan - 2019
 - Breakthrough in CoVid Outbreak - 2020
- San Jose Koop 35th Anniversary - 2022