

**[CDA MEMORANDUM CIRCULAR NO. 93-002 s.
1993, February 18, 1993]**

PROMOTION AND DEVELOPMENT OF APEX ORGANIZATIONS

The declaration of policy of the State to (a) foster the creation and growth of cooperatives as practical vehicles for promoting self-reliance and harnessing people power and (b) to insure their viability as instruments of equity, social justice and economic development necessitates the formation of higher level cooperative structures, among which are apex organizations. In the interest of the service, the Cooperative Development Authority (CDA) hereby issues the following interpretation of the promotion and development of apex organizations:

SECTION 1. Definition of Terms — (a) Apex organization may be a federation or union whose members are registered secondary/tertiary or higher level cooperative organizations. It may be composed initially of five (5) duly registered secondary/higher cooperatives the number of which is to be increased to fifteen (15) secondary and higher cooperatives within the period of three (3) years;

b. Federation shall refer to a duly registered cooperative whose members are primary and higher categories with single line or multi-purpose business activities;

c. Union shall refer to a duly registered cooperative whose members are primary, secondary or tertiary cooperatives, whether federations or unions and which performs non-business functions;

d. Tertiary cooperative shall refer to a duly registered cooperative the members of which are secondaries.

SECTION 2. Membership in an Apex Organization — Membership in an apex organization shall be composed of duly registered secondary/tertiary or higher cooperative organizations whether federations or unions.

SECTION 3. Requirements for Registrations — An apex organization shall be registered with the CDA upon submission of the following requirements:

a. Four (4) copies each of the following documents;

1. Articles of Cooperation;

2. By-laws;

3. Bonds of accountable officers

4. Treasurer's sworn statement as to compliance with subscription and paid-up share capital requirements;