

**SOCIAL AUDIT WORKING DOCUMENT
FOR THE YEAR 2 0 20**

A. BASIC INFORMATION OF THE COOPERATIVE

NAME: DAVAO BIR EMPLOYEES MULTIPURPOSE COOPERATIVE

ADDRESS: BIR BUILDING, BOLTON EXTENSION, DAVAO CITY

REGISTRATION NO.: 9520-11016890

DATE REGISTERED: AUGUST 26, 2016

B. STATEMENT OF:

VISION: DABIREMCO is a stable, trustworthy and gender responsive cooperative providing the best products and services to its members, customers, and the community.

MISSION: DABIREMCO is committed to uplift the lives of its stakeholders, customers and the community regardless of sex and gender by providing excellent savings, credits and allied services.

CORE VALUES: DABIREMCO *CARES*

C – OMMITMENT
A – CCOUNTABILITY
R – ESPECT
E – XCELLENCE
S – USTAINABILITY

SOCIAL GOALS:

FINANCIAL VIABILITY – To expand the business venture and increase the Return of Investment of stakeholders.

MEMBERS AND CUSTOMERS – To attract and maintain satisfied members and customers.

INTERNAL BUSINESS PROCESS – To strengthen internal control systems and heighten customer service delivery.

LEARNING AND GROWTH – To develop, capacitate and maintain professional, highly-skilled and gender advocate leaders, members and staff.

COOPERATIVE, COMMUNITY, AND ENVIRONMENT – To care for the cooperative movement, marginalized members of society and the environment.

C. POLICIES AND GUIDELINES ON SOCIAL DEVELOPMENT

TITLE/DESCRIPTION OF POLICY/ GUIDELINES	SOURCE OF DOCUMENT	BOD/GA RESOLUTION NO.	DATE APPROVED
1. Policy on Drug Free Workplace	Minutes of Meeting dated August 21, 2020	BOD resolution #43	August 21, 2020

D. SOCIAL DEVELOPMENT PROGRAM

The social development program of the cooperative focuses on two (2) areas: a) for the cooperative itself; and b) for the community. The source of fund for the first area may vary from Cooperative Education and Training Fund (CETF), optional fund or outright expense; while the second area is exclusive from the Community Development Fund (CDF).

D.1.Cooperative

D.1.a. Members

KEY AREAS	SPECIFIC ACTIVITIES	NO. OF ACTIVITIES	NO. OF BENEFICIARIES			AMOUNT UTILIZED	SOURCE OF FUND
			MALE	FEMALE	TOTAL		
Education; Scholarship; training	DABIREMCO Training Analysis Need (TNA online survey)	1	17	44	61	-	-
Health program	Joined Stress Debriefing on COVID-19 Pandemic webinar with BIR RR19	1	10	36	46	-	-
Social events/gatherings	19 th Virtual DABIREMCO Anniversary Celebration	1	7	37	44	10,800.00	Misc. Expense
Social protection (insurance and mutual benefits)	Burial Assistance/ Mortuary Benefits	1	2	3	5	176,900.00	Dayong Fund
	Funeral Wreath	1	3	3	6	9,000.00	Member's Benefit Exp
	Medical Assistance/ Hospitalization Benefits	1	1	1	2	4,000.00	Member's Benefit Exp
Disaster Risk Reduction & Management	Disaster Preparedness, Response and Drill Orientation	1	17	28	45	-	-
Gender equality and women empowerment	None	-	-	-	-	-	-
Others, specify	Open new Loan window 1.) Newly Hired BIR Employee	1	7	6	13	390,000.00	General Fund
	2.) Computer Loan Window	1	-	2	2	87,000.00	General fund
Subtotal						677,700.00	

D.1.b. Officers

KEY AREAS	SPECIFIC ACTIVITIES	NO. OF ACTIVITIES	NO. OF BENEFICIARIES			AMOUNT UTILIZED	SOURCE OF FUND
			MALE	FEMALE	TOTAL		
Education; Scholarship; training	Attended a free Risk Management for Cooperatives Webinar	1	-	1	1	-	-
	Attended a free webinar on Business Continuity Management for Cooperatives	1	-	1	1	-	-
	DABIREMCO Training Analysis Need (TNA online survey)	1	2	10	12	-	-
Health program	Joined Stress Debriefing on COVID-19 Pandemic webinar with BIR RR19	1	1	6	7	-	-
Social events/gatherings	19 th Virtual DABIREMCO Anniversary Celebration	1	-	8	8	1,960.00	Misc. Expense
Social protection (insurance and mutual benefits)	Burial Assistance/ Mortuary Benefits	1	-	1	1	35,600.00	Dayong Fund
	Surety Bond	1	1	5	6	8,937.60	Insurance Exp.
	Medical Assistance/ Hospitalization Benefits	1	-	1	1	2,000.00	Member's Benefit Exp
	Funeral Wreath	1	-	1	1	1,500.00	Member's Benefit Exp
Disaster Risk Reduction & Management	Disaster Preparedness, Response and Drill Orientation	1	3	9	12	-	-
Gender equality and women empowerment	Crafting of 5yr GAD AGENDA	1	5	10	15	-	-
	Gender and Development Forum for Employees facilitated by in-house trainers	1	2	5	7	1,400.00	CETF
	Gender Sensitivity Training (GST)	1	2	2	4	800.00	CETF
Others, specify	None	-	-	-	-	-	-
Subtotal						52,197.60	

D.1.c. Staff

KEY AREAS	SPECIFIC ACTIVITIES	NO. OF ACTIVITIES	NO. OF BENEFICIARIES			AMOUNT UTILIZED	SOURCE OF FUND
			MALE	FEMALE	TOTAL		
Education; Scholarship; training	Attended a free Fundamentals of Cooperative Webinar	1	-	1	1	-	-
	Attended a free Risk Management for Cooperatives Webinar	1	-	2	2	-	-
	Attended a free Basic Bookkeeping webinar	1	-	4	4	-	-
	Attended a free webinar on Business Continuity Management for Cooperatives	1	-	1	1	-	-
	Drug Free Workplace Training	1	-	1	1	1,250.00	CETF
Health program	Rapid Test (COVID-19)	1	3	7	10	5,000.00	Employees Benefit Exp.
	Free Flu Vaccine with the BIR RR19 in Coordination with City Health Office (CHO)	1	2	7	9	-	-
Social events/gatherings	19 th Virtual DABIREMCO Anniversary Celebration	1	2	7	9	2,218.00	Misc. Expense
Social protection (insurance and mutual benefits)	Burial Assistance/ Mortuary Benefits	1	-	1	1	35,000.00	Dayong Fund
	Surety Bond	1	-	3	3	2,680.35	Insurance Exp.
	HMO for employees	1	2	7	9	52,671.51	Employees Benefit Exp
	Funeral Wreath	1	-	1	1	1,500.00	Employees Benefit Exp.
	Cash Assistance to Photocopying Employees during lockdown (COVID-19 Pandemic)	1	-	3	3	15,000.00	Employees Benefit Exp.
Disaster Risk Reduction & Management	Disaster Preparedness, Response and Drill Orientation	1	-	4	4	-	-
Gender equality and women empowerment	Gender and Development Forum for Employees facilitated by in-house trainers	1	3	7	10	7,500.00	CETF

	Gender Sensitivity Training (GST)	1	3	7	10	4,500.00	CETF
Others, specify	None	-	-	-	-	-	-
Subtotal						127,319.86	

D.1. Community


KEY AREAS	SPECIFIC ACTIVITIES	NO. OF ACTIVITIES	NO. OF BENEFICIARIES			AMOUNT UTILIZED
			MALE	FEMALE	TOTAL	
Education, training, seminar for non-members	Conducted Free Basic Taxation Webinar to the Accountants and Bookkeepers of Small Cooperatives	1	14	19	33	-
Environment conservation and protection	Participated the "Adopt a Site Project Davao City Water District (DCWD).	1	-	-	-	6,000.00
Health and sanitation	None	-	-	-	-	-
Partnership and community groups	Attended virtual CUDC 16th Annual General Assembly	1	-	1	1	-
	Attended Education, Advocacy & Union Cluster Consultation Forum	1	-	2	2	-
	Joined Annual Ownership Meeting of CUDC via google meet	1	-	1	1	-
	Donated Cash I support of COOP AGAINST COVID-19 FUND CAMPAIGN DRIVE (CACFCD) PROJECT	1	-	-	-	30,000.00
	Attend Virtual Cooperative Month Opening Program and Thanksgiving Mass at San Pedro Church	1	-	4	4	-
Sports, Cultural and religious activities	Sponsored DAVRAA Training 2020 to one Differently-abled student (swimming event)	1	-	1	1	7,000.00
Disaster Risk Reduction & Management	None	-	-	-	-	-


Gender equality and women empowerment	Joined the 18-DAY Campaign to End Violence Against Women via virtual	1	-	7	7	-
	Conducted Free Gender and Development Orientation Webinar to the Accountants and Bookkeepers of Small Cooperatives facilitated by in-house trainers	1	14	19	33	-
Inclusivity (Membership expansion)	None	-	-	-	-	-
Support to the vulnerable sector of society	Donated learning Materials to Differently Abled students of Bolton Elementary School during Oplan Balik eskwela 2020	1	120	112	232	2,460.00
Children and Youth	Donated 1 of sack rice, Toilettress, Vitamins and Assorted goods to Pag-Amoma Precious Children's Home, Inc	1	3	3	6	5,972.84
	Donated 10 reams A4 book paper to Mintal Comprehensive High School	1	15	25	40	1,500.00
Person with Disabilities	Cash Donation to Davao School for the Blind	1	-	-	-	20,000.00
Elderly	Donated 1 sack rice, toilettress, medicines and assorted goods to the Missionaries of Charity – Home for the Aged	1	1	8	9	5,972.84
Indigenous people	Donated 50packs of Relief goods to Goodjao (Badjao) thru the Archdiocesan Nourishment Center (ANC)	1	-	-	50	14,023.25
Others, specify	None	-	-	-	-	-
Sub Total						92,928.93


E. COMMUNITY DEVELOPMENT FUND (CDF)

Accumulated Amount of CDF	Amount Utilized for Cooperative Social Activities	Percentage of Utilization
92,928.93	92,928.93	100%

Accomplished by:


NOEL C. ALBARICO, JR.
Chairperson, Audit Committee


JESSA S. PALARCA
Vice Chairperson, Audit Committee


KENRY R. YAP
Secretary, Audit Committee

PROFORMA SOCIAL AUDIT REPORT

Davao BIR Employees Multipurpose Cooperative is a duly registered cooperative with the Cooperative Development Authority (CDA) under Registration no. 9520-11016890 on August 26, 2016. Its registered office address is BIR Building, Bolton Extension, Davao City.

We have audited the social performance of the Davao BIR Employees Multipurpose Cooperative on March 22, 2021 covering the CY 2020 to validate the adherence of the cooperative to the seventh cooperative principle, the "Concern for Community" and determines whether the cooperative works for the community's sustainable development through policies and programs approved by their members.

This Social Audit is in compliance with Rule 11 of the Revised Implementing Rules and Regulations of RA 9520 and Memorandum Circular No. 2018 - 01 issued by the CDA.

Hereunder are the Auditor's report on the comments/recommendations in major key areas of social performance:

KEY AREAS	COMMENTS AND RECOMMENDATIONS (SOCIAL DEVELOPMENT PERSPECTIVE)
A. STATEMENT OF VISION, MISSION, CORE VALUES & SOCIAL GOALS	Statements made comply with GAD policies, recommended for adoption.
B. POLICIES AND GUIDELINES ON SOCIAL DEVELOPMENT	Management should prioritize in coming-up with the policies and guidelines to fully comply with CDA's circular.
C. SOCIAL DEVELOPMENT PROGRAMS	
• COOPERATIVE	Substantially accomplished. Management may undertake more of the activities.
• COMMUNITY	Substantially implemented what have been planned. Management may undertake more of the activities.
D. ALLOTMENT AND UTILIZATION OF COMMUNITY DEVELOPMENT FUND	Maximized utilization based on programs and activities being line up.
E. OTHERS, SPECIFY	Monitor Social Development Plan.

Based on the above information, the following are the recommended action/s to enhance the social performance of the cooperative to achieve its social goals:

AREAS FOR IMPROVEMENT	RECOMMENDED ACTION/S	MANAGEMENT COMMITMENT
Develop of well-defined policies and guidelines on Social Development to fully manifest the Cooperative's financial gain to the community particularly the marginalized sector.	For priority and immediate action.	To maintain a balance between cooperative and community.

Prepared by:
AUDIT COMMITTEE


NOEL C. ALBARICO, JR.
Chairperson


JESSA S. PALARCA
Vice Chairperson


KENRY R. YAP
Secretary

Conforme:

MARIA ALMA P. ORENIO
Accounting Officer

SUSAN D. TUSOY
Chairperson

MANAGEMENT SOCIAL PERFORMANCE REPORT

SOCIAL DEVELOPMENT PLAN	ACTUAL ACCOMPLISHMENT	VARIANCE	REMARKS
Fundamentals of Cooperative Seminar		Fundamentals of Cooperative Seminar	June 2021
Governance and Management of Cooperative		Governance and Management of Cooperative	July 2021
Financial Management		Financial Management	Aug – Oct. 2021
Credit & Risk Management		Credit & Risk Management	Aug – Oct. 2021
Risk Based Thinking & Management		Risk Based Thinking & Management	Aug – Oct. 2021
Customer Service Training		Customer Service Training	July 2021
GST,SOGIE,HIV seminar to women's group		GST,SOGIE,HIV seminar to women's group	October 2021
25pcs Canes Donation for the Blinds		25pcs Canes Donation for the Blinds	August 2021
College Scholarship of one Blind Student		College Scholarship of one Blind Student	August 2021

Prepared by:

JENNIFER ETHEL L. ELIAB
Administrative Officer

Reviewed by:

MARIA ALMA P. ORENIO
Accounting Officer

Approved by:

SUSAN D. TUSOY
Chairperson