

**BY-LAWS  
OF  
PHILIPPINE LIBRARIANS ASSOCIATION (PLAI), INC.**

**ARTICLE I  
GENERAL PROVISIONS**

Section 1. *NAME*. The name of this integrated national organization shall be the Philippine Librarians Association, Inc.. hereinafter referred to as the Association.

Section 2. *OFFICE*. The principal office of the Association shall be in the PLAI office located at The National Library. T.M. Kalaw, Manila.

Section 3. *VALUES*. The Association, in cognizance of the significant role librarians play. in Philippine society, commits to serve God, country and countrymen. It commits to uphold the dignity, honor and prestige of the profession and the highest degree of professionalism among its members.

Section 4. *OBJECTIVES*. The Association shall have the following objectives

- a. Maintain the highest standards of professionalism in librarianship;
- b. Advance librarianship in the country and safeguard the rights and interest of the Association and its members;
- c. Provide the fora for discussing problems, issues and concerns affecting the practice of librarianship, the Association and its members;
- d. Generate wider proactive support for professionalism and genuine rapport and cooperation between and among librarians and other professionals;
- e. Establish/ maintain/ strengthen partnerships and linkages with institutions in government and private sectors, and with international. regional and national organizations within or outside of the profession which would be beneficial to librarians and librarianship;
- f. Elevate the stature of librarianship. through sustained programs of continuing professional education. research, and publications; and,
- g. Undertake plans, programs. projects or activities that would support the foregoing objectives and ensure further growth and development of librarians, librarianship and libraries in the country.

Section 5. *SEAL*. The seal of the Association shall consist of two concentric circles between which shall be inscribed the name of Philippine Librarians Association, Inc., 1923, the year of its original foundation. Inside the inner circle shall

be an open book symbolizing the basic resource of libraries and. the rays of the sun shall represent the different regions emanating from the top of the book.

Section 6. *COLORS*. The Association colors for. its banner shall be gold and yellow on a maroon background.

Section 7. *OFFICERS. DEFINED*. The term "Officer" as used in these By-Laws shall include but not necessarily be limited to the following: National Board of Trustees and its Officers, Officers and Members of the House of Delegates, Council Board of Trustees and Officers.

Section 8. *TERMS OF OFFICE*. The term of office of all elective officers, national and Council, shall be for two (2) years. In no case may any member be elected to the same office for two consecutive terms.

Section 9. *VACANCIES*. Except as otherwise provided in these By-Laws whenever the term of an office or position, whether elective or appointive, is for a fixed period, the person chosen to fill the vacancy, therein shall serve only for the unexpired portion of the term.

Section 10. *PUBLICATIONS*. The Association shall publish the PLAI Journal. and the PLAI Newsletter, and such other publications as the National Board may deem necessary or important for the achievement of the Association's objectives.

Section 11. *AFFILIATION*. The Association, as deemed beneficial by its National Board, may affiliate with a national, regional and/or international organization whose objectives are in consonance with the objectives set forth in Sec. 4 of these By-Laws. The President or any member of the National Board or any member appointed by the National Board shall officially represent the Association in any organization with which it is affiliated.

Section 12: *FISCAL YEAR*. , The Association's fiscal year shall be from January 1<sup>st</sup> to December 31<sup>st</sup> of each year.

## **ARTICLE II COUNCIL MEMBERSHIP**

Section 1. *REGIONAL COUNCILS*. Regular members of the Association shall be grouped into chapters representing the sixteen (16) regions covering the entire Philippine archipelago which shall be, as follows:

- a. CAR, Cordillera Administrative Region Librarians Council (CARLC) CARLC shall be composed of librarians from the six (6) provinces and the cities therein which constitute the CAR, namely: Abra, Apayao, Benguet, Ifugao, Kalinga, and Mt. Province.
- b. Region I - Ilocos. Region Librarians Council (IRLC) IRLC shall be composed of librarians from the four (4) provinces and the cities therein which constitute Region I namely: Ilocos Norte, Ilocos Sur, La Union and Pangasinan.

- c. Region II - Cagayan Valley Region Librarians Council (CaVRLC) Ca VRLC shall be composed of librarians from the five (5) provinces and the cities therein which constitute Region II, namely: Batanes, Cagayan, Isabela, Nueva Viscaya and Quirino.
- d. Region III - Central Luzon Region Librarians Council (CeLRLC.) CeLRLC shall be composed of librarians from the seven (7) provinces and the cities therein which constitute Region III, namely: Aurora, Bataan, Bulacan, Nueva Ecija, Pampanga, Tarlac and Zambales.
- e. NCR - National Capital Region Librarians Council (NCRLC) NCRLC shall be composed of librarians from the thirteen (13) cities and the three (3) municipalities which constitute the NCR, namely the cities of Caloocan, Las Pinas, Makati, Mandaluyong, Manila, Marikina, Muntinlupa, Paranaque, Pasay, Pasig, Quezon. San Juan, Taguig and Valenzuela, and the municipalities of Malabon, Navotas, and Pateros.
- f. Region IV Southern Tagalog Region Librarians Council (STRLC) STRLC shall be composed of librarians from the eleven (11) provinces and the cities therein which constitute Southern Tagalog namely: Batangas, Cavite, Laguna, Marinduque, Occidental Mindoro, Oriental Mindoro, Palawan, Quezon, Rizal and Romblon.
- g. Region V - Bicol Region Librarians Council (BRLC) BRLC shall be composed of librarians from the six (6) provinces and the cities therein which constitute Region V, namely: Albay, Camatines Norte, Camarines Sur, Catanduanes, Masbate and Sorsogon..
- h. Region VI - Western Visayas Region Librarians Council (WVRLC) WVRLC shall be composed of librarians from the six (6) provinces and the cities therein which constitute Region VI, namely: Aklan, Antique, Capiz, Guimaras, Iloilo and Negros Occidental.
- i. Region VII - Central Visayas Region Librarians Council (CeVRLC) CeVRLC shall be composed of librarians from the four (4) provinces and the cities therein which constitute Region VII, namely: Bohol, Cebu, Negros Oriental and Siquijor.
- j. Region VIII - Eastern Visayas Region Librarians Council (EVRLC) EVRLC shall be composed of librarians from the six (6) provinces and the cities therein which constitute Region VIII, namely: Biliran, Easter Samar, Leyte, Northern Samar, Western Samar and Southern Leyte.
- k. Region IX - Western Mindanao Region Librarians Council (WMRLC) WMRLC shall be composed of librarians from the three (3) provinces and the cities therein which constitute Region IX, namely: Basilan, Zamboanga del Norte and Zamboanga del Sur.
- l. Region X - Northern Mindanao Region Librarians Council (NMRLC) NMRLC shall be composed of librarians from the five provinces and the cities therein which constitute Region X, namely: Bukidnon, Camiguin, Lanao del Norte, Misamis Occidental and Misamis Oriental.
- m. Region XI - Davao Region Librarians Council (DRLC) DRLC shall be composed of librarians from the four (4) provinces and the cities therein which constitute Region XI namely: Compostela Valley, Davao del Norte, Davao del Sur, and Davao Oriental;
- n. Region XII- SOCCSKSARGEN Region Librarians Council SOCCSKSARGEN shall be composed of librarians from four (4)

provinces and the cities therein which constitute Region XII namely South Cotabato, Sultan Kudarat, North Cotabato and Sarangani provinces.

- o. ARMM -Autonomous Region for Muslim Mindanao Librarians Council (ARMMLC) ARMMLC shall be composed of librarians for the four (4) provinces and the cities therein which constitute the ARMM namely; Lanao del Sur, Maguindanao, Sulu and Tawi- Tawi.
- p. CARAGA - CARAGA Region Librarians Council (CarRLC) CarRLC shall be composed of librarians from the four (4) provinces and the cities therein which constitute CARAGA, namely: Agusan del Norte, Agusan del Sur, Surigao del Norte and Surigao del Sur.

Section 2. *DUTIES AND POWERS.* Each Regional Council shall conduct their respective business and affairs and shall perform such acts as shall advance librarianship and protect the rights and interests of its members, librarianship and the Association pursuant to the PLAI Constitution and By-Laws.

Section 3. *OFFICERS.* Each Council shall have seven (7) members of the Board of Trustees, hereinafter referred as Council Board, and shall elect from among themselves the following officers: Council President, Vice-President, Treasurer, Auditor and Secretary. The other two members shall be the members of the Board of Trustees. The names of the elected Council Officers should be submitted to the National Board and House of Delegates on or before October 31 of every year.

Section 4. *REPRESENTATIVE TO THE' HOUSE OF DELEGATES.* The representative of the Council to the House of Delegates shall be appointed by the members of its Council Board.

### **ARTICLE III MEMBERSHIP**

*MEMBERSHIP.* The Association shall be comprised of regular honorary and sustaining members.

*Section 1 a. Regular Member.* A regular member is a *bonafide* librarian who holds a certificate of registration issued by the Professional Regulation Commission. He/She shall be assessed membership fees and annual dues as prescribed in Art. IV.

*b. Honorary Member.* An honorary member is a person who has been conferred by the National Board as worthy of the honor of membership in the Association by reason of an outstanding contribution to the advancement of librarianship in the country. Honorary members shall be exempt from payment of fees and dues. He/She cannot vote and be voted upon as officer of the Board and Council.

*c. Sustaining Member.* Sustaining members are firms, agencies or institutions interested in supporting the objectives and programs of the association. They shall be assessed membership fees and annual dues as prescribed in Article IV. He/She cannot vote and be voted upon as officer of the National Board and Council Board.

Section 2. *PLACE OF MEMBERSHIP*. A regular member must seek membership in the Council where his / her office or residence is presently located. In no case can one be a member of more than one council. An honorary member must be recommended by the Council and approved by the membership of the Council where such a member resides or holds office.

Sustaining members must seek Membership from the Council where the office or firm is located.

Section 3. *MEMBERS IN GOOD STANDING*. Every member who has paid all membership fees and annual dues and who is not under suspension from the practice of librarianship as provided for by Republic Act No. 9246 or from membership privileges is a member of good standing.

Section 4. *TERMINATION & REINSTATEMENT OF MEMBERSHIP*. Membership & Reinstatement of membership to the association shall be made in accordance with rules and regulations as maybe prescribed by the National Board.

#### **ARTICLE IV DUES AND FEES**

Section 1. *MEMBERSHIP FEES / ANNUAL' DUES*. A regular member shall be assessed a membership fee of Three Hundred Pesos (P300.00) upon approval of his/her application for membership to the Association. Thereafter, an annual dues of Two Hundred Pesos (P200.00) shall be assessed each member every 31 st day of May of each year at the National Office or at a Council Office. Arrears must be fully settled to be considered as a member of good standing.

Annual dues of Sustaining members is P5.000 or as may be determined and approved by the National Board.

The membership fees / annual dues are subject to increase as may be determined and approved by the National Board.

Section 2. *ALLOCATION OF FEES/DUES*. Membership and annual dues shall be apportioned as follows: Chapter Share 50% National Share 50%.

Section 3. *REMITTANCE OF FEES / DUES*. On or before the 30th of June, every Council of the Association or the National Office, as the case maybe shall remit dues and fees for the ensuing calendar year corresponding to the number of regular members in the roster of each Chapter.

Section 4. *DUES-DELINQUENT COUNCILS*. Any Council which has not paid the dues and fees for any calendar year on or before 31 st of May of the immediately preceding calendar year shall be considered delinquent chapter. If the delinquency continues until the following December 31, the Committee on Council Affairs shall promptly inquire to the cause or causes of the delinquency. Should the delinquency further continue until the following 31st of May, the National Board shall forthwith suspend all membership privileges of the Council. Whenever a delinquent

Council makes full payment of the dues and fees owing, the National Board shall reinstate the Chapter to its full standing.

## **ARTICLE V GENERAL ASSEMBLY**

Section 1. *GENERAL ASSEMBLY*. The General Assembly is' comprised of members of the Association duly assembled in an Annual Convention and constituting a quorum for the purpose of exercising all the rights and performing all obligations as provided for in these By-Laws. A quorum shall be composed of the majority of the members of the Association.

Section 2. *ANNUAL CONVENTION* The National Board shall call all members to an annual general or special convention to be held every **4th Friday of November** to consider matters pertaining to the following: 1. Consolidated Annual report of the National Board of Trustees, Officers & Committees; 2. Annual Audited Financial Statement; 3 Proposed amendments/repeal of the Articles of the Incorporation and By-Laws of the Association.

A special convention may be called for the purpose of ratifying decisions which the National Board may deem urgent. *Provided that*, only matters included in the agenda approved by the National Board shall be taken up during the convention.

Section 3. *AGENDA*. As far as practicable, the order of business of the general / special convention shall be, as follows:

- a. Call to Order/Roll Call
- b. Proof of Due Notice
- c. Declaration of Quorum
- d. Adoption of the Rules of the General/Special Convention
- e. Ratification of Minutes of last General Assembly
- f. Consideration of Consolidated reports of the National Board, Officers and Committees
- g. Consideration of audited Annual Financial Statement
- h. Ratification of Amendments /Repeal of the Association's Articles of Incorporation and By-Laws
- i. Consideration of other matters which the National Board or the House of Delegates may deem necessary to be presented to the Convention.

Section 4. *NOTICE*. Notice of annual general or special Convention shall be sent by the Secretary to all regular members, thirty (30) days before the date of the scheduled meeting.

## **ARTICLE VI HOUSE OF DELEGATES**

Section 1. *HOUSE OF DELEGATES*. There shall be a House of Delegates which shall be a deliberative body of the Association and its resolutions which shall

be approved by majority of its members during the General Convention shall bind the Association.

Section 2. *COMPOSITION* The members the House of Delegates shall consist of the *Council* President, Vice-President and a third member of each council chosen by its respective Board.

Section 3. *TERMS OF OFFICE*. The term of office of the delegates shall be for two (2) years, which will commence on the opening date of the Annual Convention of the House and shall end on the day immediately preceding the opening date of the next succeeding Annual Convention.

Section 4. *OFFICERS*. The Officers of the House shall consist of a Chairperson, Vice-Chairperson, and a Secretary who shall be appointed by the Chairperson The secretary may or may not be a member of the House. They shall be elected and appointed on the first day of the Annual Convention, and shall hold office upon their induction until the last day of the Annual Convention until their successors shall have been duly chosen and qualified. Upon election and appointment as officers of the House, they shall not be elected to the National Board during their incumbency as officers. The Chairperson shall preside at all Annual Convention of the House and shall be an *ex-officio* member of the National Board and shall not be entitled to vote.

Section 5. *ANNUAL CONVENTION*. The House shall hold an Annual Convention every 4th Friday of November for the election of the officers of the National Board of Trustees.

A majority of the member delegates in session shall constitute a quorum.

## **ARTICLE VII NATIONAL BOARD OF TRUSTEES**

Section 1. *DUTIES AND POWERS*. There shall be National Board of Trustees, which shall take charge of the affairs and activities of the Association. It shall have the authority, *inter alia*, to:

- a. Make appropriations and authorize disbursements from the funds of the Association;
- b. Receive, consider and act on reports and recommendations submitted by the House of Delegates or its committees;
- c. Provide for the publications of the Philippine Librarians Association, Inc.;
- d. Fill vacancies, however arising, in the Board and in the position of officers of the Association;
- e. Impose special assessments for specific national purposes; and impose in proper cases sanctions for nonpayment or delinquency in the payment thereof.
- f. Coordinate and supervise the activities of all chapters for the purpose of promoting maximum librarian participation in Association affairs, and effective administration and operation of the organization;

- g. Call a special meeting of the House of Delegates upon written petition therefore filed with the Secretary of the Association and signed by not less than majority of the delegates provided notice shall be given to all delegates at least thirty days before the meeting, stating the purpose and urgency thereof as well as the business to be transacted thereat;
- h. Prescribe such rules and regulations consistent herewith as may be necessary and proper to carry out the objectives and purposes of the Association; and
- i. Perform such other functions as may be necessary or expedient in the interest of the Association.

Section 2. *COMPOSITION*. The members of the National Board of Trustees shall be elected by the House of Delegates from among themselves. The Chairperson of the House of Delegates shall be an *ex-officio* member. of the Board who does not have a right to vote.

Section 3. *NATIONAL OFFICERS*. The Association shall have a President, Executive Vice-President, Vice-President for Luzon, Vice-President for Visayas, Vice-President for Mindanao, Treasurer, Auditor and Public Relations Officer who shall be elected by the House of Delegates from among themselves during the Annual Convention. The Immediate Past National President shall be an *ex-officio* member of the Board. The Secretary shall be appointed by the President who mayor may not be a member of the House.

Section 4. *MEETINGS*. The National Board shall meet quarterly on such date and at such time and place as it may designate. A majority of the Board shall constitute a quorum. Special meetings may be called by the President or upon written request *by* majority of the National Board.

Section 5. *VACANCIES*. In the event that a vacancy occurs in the membership of the National Board, the remaining members of the National Board constituting a majority vote, shall appoint a successor from the *next highest* candidates for members of the Board obtaining the next highest number of votes in the immediate past elections to serve the unexpired portion of the term.

## **ARTICLE VIII DUTIES OF OFFICERS**

Section 1. *PRESIDENT*. The President shall be the chief executive of the Association and shall preside at all meetings of the Board. From his/her assumption to office and for the duration of his/her term, the President shall disassociate himself/herself from any and all activities that may in one way or another restrict or hamper the effective exercise of his/her powers and performance of his/her functions and duties. At the Annual Convention, he/she shall report to the Delegates the general state of the Association. In the event of the resignation, removal or death of both the President and the Vice-president, the Board shall elect an acting President to hold office for the unexpired portion of the term or during the period of disability.



Section 2. *EXECUTIVE VICE-PRESIDENT* The Executive Vice-President, shall exercise the powers and perform the functions and duties of the President during the absence or inability of the latter to seat; he shall perform such other functions and duties as are assigned to him/her by the President and the National Board.

Section 3, *VICE-PRESIDENT FOR LUZON* The Vice-President for Luzon shall be responsible for monitoring and overseeing the affairs of the regional councils in Luzon, as follows: Cordillera Administrative Region Librarians Council (CARLC); Ilocos Region Librarians Council (IRLC); Cagayan Valley Region Librarians Council (CaVRLC), Central Luzon Region Librarians Council (CeLRLC); National Capital Regional Librarians Council (NCRLC); Southern Tagalog Region Librarians Council (STRLC); Bicol Region Librarians Council (BRLC).

It shall likewise coordinate and submit recommendation to the Commit on Regional Councils on matters concerning memberships.

Section 4. *VICE-PRESIDENT FOR VISAYAS.* The Vice-President for Visayas shall be responsible for monitoring and overseeing the affairs of the regional councils in Visayas as follows: Western Visayas Region Librarians Council (WVRLC); Central Visayas Region Librarians Council (CeVRLC); Eastern Visayas Reñion Librarians Council (EVRLC).

It shall likewise coordinate and submit recommendation to the Committee on Regional Councils on matters concerning memberships.

Section 5. *VICE-PRESIDENT FOR MINDANAO,* The Vice-President for Mindanao shall be responsible for monitoring and overseeing the affairs of the regional councils in Mindanao, as follows: Western Mindanao Region Librarians Council (WMRLC); Northern Mindanao Region Librarians Council (NMRLC); Davao Region Librarians Councils (ORLC); SOCCSKSARGEN Region Librarians Council; Autonomous Region for Muslim Mindanao Librarians Council (ARMMLC); Caraga Region Librarians Council (CarRLC).

It shall likewise coordinate and submit recommendations to the Committee on Regional Councils on matters concerning membership.

Section 6. *SECRETARY* The Secretary shall attend all meetings of the National Board and keep a record of all the proceedings thereof; prepare and maintain a register of all committees of their election or appointment; and perform such other duties as are assigned to him/her by these By-Laws, by the President, and by the Board.

Section 7. *TREASURER.* The Treasurer shall collect, receive, record and disburse all funds of the Association. However, no disbursement shall be made except over his/her signature, countersigned by the President or in the absence or inability of the latter, by the Executive Vice-President, or in the absence or inability of both, by the Trustee so designate by the Board to act in their stead. He/She shall render reports of receipts and disbursements in every meeting and as required by the National Board: assist in the preparation of the annual budget; and perform such other duties as maybe assigned to him/her by these By-Laws, by the President, and by the National Board.

Section 8. *AUDITOR*. The Auditor shall be responsible for ensuring that all disbursements of the Association's funds are in order. He/She shall examine the evidence of each disbursement of funds to ensure that it complies with the National Board's authority. Review the monthly financial statement prepared by the Treasurer and signs the same to certify to its accuracy and authenticity and perform other tasks inherent to the position, and / or as maybe assigned by the President of the National Board.

Section 9. *PUBLIC RELATIONS OFFICER*. The Public Relations Officer shall be responsible for ensuring the proper projection of the positive image of librarians, the profession, and the Association. He / she shall disseminate through whatever practical means, information on the plans, programs, projects and activities of the Association for a wider and better appreciation in Philippine society of the role and functions of librarians, librarianship and the Association and perform other tasks as may be necessary to achieve the objectives of the Association as may be decided by the National Board.

## **ARTICLE IX COMMITTEES**

Section 1. *COMPOSITION* - The Committees shall be chaired by a member of the National Board of Trustees and shall be appointed by the President with the approval of the National Board. The members of the Committees shall be appointed by the Committee Chairperson with the approval of the National Board.

Section 2. *COMMITTEES*. The National Board shall establish and maintain national standing and special committees to assist in the implementation of the plans, programs, projects and activities of the Association.

### *A. Standing Committees*

1. *Committee on Awards and Recognition* - The Committee shall be responsible for the annual selection of the different awards to librarians for their outstanding contributions that brought prestige to the profession. It shall recommend deserving recipient of awards, plaques, and certificates for approval of the National Board. It shall also be responsible for the selection of the Outstanding Professional sponsored by PRC and to observe PRC criteria on selection. This Committee shall have as its members four (4) past awardees of the PRC
2. *Committee on Continuing Professional Education* - The Committee shall be responsible for planning and implementing the programs of continuing education to further the growth and development of the library profession.
3. *Committee on Advocacy* - The Committee shall be responsible for addressing any matter which directly or indirectly, may adversely affect Philippine librarianship, the librarians and the objectives of the Association. The Committee shall take charge of initiating reforms and innovations include existing / proposed legislations, the Articles of Incorporation and By-Laws of the Association.

4. *Committee on National Book Week* - The Committee shall be responsible for the successful celebration of the National Book Week ensuring the proper and timely preparation and funding of the planned activities.
5. *Committee on Convention* - The Committee shall be responsible for the preparation and conduct of an Annual Convention.
6. *Committee on Regional Council Affairs* - This Committee shall make studies and submit reports and recommendations on operation of all Councils, including the updating of the roster of Council members. The function shall include overseeing membership concerns.
7. *Committee on Ways and Means* - The Committee shall be responsible in sourcing out funds to support all the various activities of the Association.
8. *Committee on Nomination & Election* - The Committee shall be responsible for the conduct of the National & Council elections. It shall promulgate the rules and regulations on the conduct of the election not less than six (6) months before the elections. Said rules must be disseminated to all regional council as soon as they are promulgated.

**B. *Special Committees***

1. *Committee on Nomination for the Professional Regulatory Board for Librarians* - The Committee shall be composed and take charge in the selection of the members of the PRC for Librarians pursuant to Executive Order. 496 S. 1991
2. *Committee on Publications* -. The Committee shall be in-charge of the publication of PLAI Newsletter/Journal and other publications as may be decided by the National Board.

Section 3. *PLANS AND REPORTS* - The committees shall prepare and submit plans, programs and guidelines with the corresponding budget 30 days after their appointment. It shall implement approved plans and programs, monitor and evaluate the same with a written reports after the end of each activity. The chairs of the different committees shall submit their annual accomplishment reports on or before the first week of November to be incorporated in the President's report:

**ARTICLE X  
AMENDMENTS**

Section 1. The General Assembly has the sole authority to amend or repeal the Association's By-Laws as approved by the majority of the members and Board of Trustees.

**ARTICLE XI  
DISSOLUTION**

Section 1. *APPLICATION OF FUNDS*. In case of dissolution of the Association, whatever remains of its assets shall be disposed of, as follows:

- a. Settle outstanding obligations or liabilities;
- b. Transfer, refer or convey assets as may be required;

- c. In recognition for The National Library's (TNL) continuous support of the Association, transfer or convey to the TNL all other assets, which are not subject to limitations of use.

**ARTICLE XII.  
EFFECTIVITY**

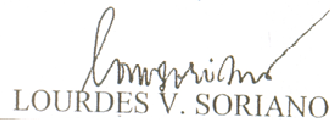
Section 1. The Association's Articles of Incorporation and By-laws and its subsequent amendment / repeal, shall take effect upon approval of the Securities and Exchange Commission (SEC).

**Adopted this 4th day of December 2008 in a Regular Monthly Meeting held at The National Library, T.-M..Kalaw Street, Manila, by "the affirmative vote of the undersigned-members representing a majority of the Board" of Trustee's in a meeting duly held for the purpose**

  
SUSIMA L. GONZALES

  
LORNA V. YSO

  
ZORAIDA E. BARTOLOME

  
LOURDES V. SORIANO

  
BELEN M. VIBAR

  
THELMA S. KIM

  
MYRNA F. ACEDERA

  
FE E. ABELARDO

  
ENRIQUE T. CAYABAN

  
NORA FE H. ALAJAR

  
LILIA F. ECHIVERRI