NATIONAL ADMINISTRATIVE REGISTER · [CDA MEMORANDUM CIRCULAR NO. 93-003 S. 1993, MARCH 24, 1993] · MAY 21, 1992

ADDITIONAL GUIDELINES FOR THE REGISTRATION OF AMENDMENTS TO THE ARTICLES OF COOPERATION AND BY-LAWS OF COOPERATIVES

Read online (full-text search, related cases, audio case brief): https://batas.org/library/4992ffbf8ab4/

Pursuant to Section 3(m) of Republic Act No. 6939 and in order to serve best public interest, the following guidelines in addition to the guidelines approved by the Board of Administrators dated May 21, 1992 are hereby promulgated:

All cooperatives registered under P.D. 175 and 775 and E.O. 898 (previous laws) and whose registration was confirmed by CDA pursuant to Article 128 of R.A. 6938 and Section 17 of R.A. 6939 shall amend their Articles of Cooperation and By-Laws to conform with the provisions of R.A 6938 and the rules and regulations issued by CDA.

For the purpose of uniformity in the structure and operation of cooperatives and in order to assure proper organization, development and supervision, the model articles of cooperation and by-laws prepared by CDA for each type of cooperative may be used as a pattern. The model articles of cooperation and by-laws may be modified or altered to suit the needs of the cooperative, provided, however, the provisions required in Article 14(2) and Article 15(2) are provided in the Articles of Cooperation and By-Laws in all types of cooperatives. Provided furthermore, that provisions on the following shall not be modified or altered:

- Names of the original incorporators/cooperators;

- Names of the incorporating directors;

- Adoption of the Articles of Cooperation and By-Laws; and

- Capitalization unless there is an increase or decrease thereto.

Provided, further that in the case of credit cooperatives, provisions for authorized, subscribed and paid-up share capital shall be included therewith.

Provided, finally, that the statutory provisions incorporated in the Articles of Cooperation and By-Laws shall not be altered.

Process of Amendment — The amendment of Articles of Cooperation and By-Laws may be adopted in a special general assembly called for the purpose or during annual general assembly through the process of:

1. Amendment by substitution — wherein the whole old articles of incorporation and by-laws are amended and new articles of cooperation and by-laws are adopted.

2. Amendment by specific provisions — only pertinent provision/s of the articles of cooperation and/or by-laws are amended.

For information and guidance, attached are model forms of the Certificate of Registration of the amendments of Articles of Cooperation and By-Laws*.

Turn this case into an audio lecture - facts, issues, ruling and doctrine - at batas.org

For compliance.

Adopted: 24 Mar. 1993

(Sgd.) EDNA E. ABERILLA
ChairpersonBoard of Administrators

---

* Not included here; text available at Cooperative Development Authority.

Bar review courses, mock exams and a study planner that keeps you on pace - batas.org

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at https://batas.org

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.