



Republic of the Philippines  
DEPARTMENT OF LABOR AND EMPLOYMENT  
Bureau of Labor Relations

**APPLICATION FOR REGISTRATION  
(FEDERATION/NATIONAL UNION)**

**PART I. INFORMATION ABOUT THE REPORTING ORGANIZATION**

To be accomplished by the applicant. Supply all required information. Misrepresentation, false statement or fraud in this application or any supporting document is a ground for denial or cancellation of registration.

Date Accomplished (mm/dd/yyyy)

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Name of Applicant Organization

Address

Contact Nos.

E-mail: \_\_\_\_\_

Landline No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Name of President

(Last Name)

(First Name)

(M.I.)

Address

Contact Nos.

E-mail: \_\_\_\_\_

Landline No: \_\_\_\_\_

Mobile No: \_\_\_\_\_

Gender

Male  Female

Date Organized (mm/dd/yyyy)

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(if ratification was done on successive dates, state the dates of ratification)

Date of CBL Ratification (mm/dd/yyyy)

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List of Locals (Use additional sheet/s if necessary)	Addresses	Industry Classification (Please refer to PSIC at the BLR / LRD)	No. of Members	Bargaining Status	
				With CBA (State duration)	Certified / Recognized Bargaining Agent as of
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

The abovenamed locals/affiliates (including, if any, those named in Annex "A" of this application) are not locals/affiliates of other federations/national unions, or have ceased to be locals/affiliates thereof.

I attest to the truth of the foregoing.

\_\_\_\_\_  
President or Authorized Representative  
(Signature over printed name)

Subscribed and sworn to before me at \_\_\_\_\_, Philippines,  
this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_ with I.D. No. \_\_\_\_\_  
issued by \_\_\_\_\_ on \_\_\_\_\_.

NOTARY PUBLIC

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

**EVALUATION FORM WITH CHECKLIST  
(FEDERATION/NATIONAL UNION)**

Date Received(mm/dd/yyyy)

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**FOR PROCESSOR'S USE ONLY.**

**A. CHECKLIST. ALL DOCUMENTS MUST BE CERTIFIED BY THE SECRETARY OR TREASURER AND ATTESTED TO BY THE PRESIDENT OF THE LABOR ORGANIZATION. DOCUMENTS NOT SO CERTIFIED AND ATTESTED SHALL NOT BE ACCEPTED.**

Duly accomplished application form shall be accompanied by the original copy and two (2) duplicate original copies of the following documents (Section 3 Rule IV of D.O. 40-03, as amended):

- 1. Duly filled-up Application Form
- 2. Names of the organization's officers and their addresses
- 3. Minutes of the organizational meeting/s
- 4. List of members who participated in the organizational meeting/s
- 5. Financial reports, if applicant organization has been in existence for one year or more
- 6. Certification on non-collection of dues or financial report if applicant organization has been in existence for less than one year
- 7. Constitution and By-laws
- 8. Minutes of adoption or ratification of the CBL and dates of ratification (*Minutes of adoption or ratification is not required if it is done simultaneously with the organizational meeting and the same is reflected in the minutes of the organizational meeting*)
- 9. List of members who participated in the ratification of CBL
- 10. Resolution of the affiliation of at least ten (10) locals/chapters/affiliates (each must be the duly recognized or certified bargaining representative in the establishment).
- 11. Names and addresses of the companies where the locals/chapters/ affiliates operate and the list of all the members in each company.

**B. PAYMENT OF REGISTRATION FEE**

- Registration Fee paid under O.R. No. \_\_\_\_\_ Date \_\_\_\_\_
- Registration Fee not paid

**C. RECOMMENDATION ON THE APPLICATION:**

- Recommending Approval with Certificate of Registration attached
- Recommending Denial due to failure to comply with documentary requirements (refer to BLR Form No.2-1 CL-FED-mm/yy/seq)

By: \_\_\_\_\_  
Processor  
(Signature over printed name)

Date: \_\_\_\_\_

**ACTION ON THE APPLICATION**

