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| **Requirements** | **New** | **Renewal** |
| 1. Duly accomplished NCCA-AGPS-PO Application Form |  |  |
| 2. Certificate of good standing issued by the Government Agency from which the PO received public funds **(if any)**. |  |  |
| 3. NCCA-AGPU-PO 02B-Clearance Form ***(to be issued by NCCA)*** |  |  |
| 4. List of Current Officers with photographs certified by the Secretary of the Organization |  |  |
| 5. At least two (2) Certifications from any of the following: Local Government Units, cultural agencies, academic institutions, other recognized individuals or organizations in Philippine society |  |  |
| 6. Sworn Affidavit of the Organization Secretary that none of the organizers or officials are agent of or related by consanguinity or affinity up to the fourth civil degree to the officials |  |  |
| 7. Sample of Acknowledgement Receipt, signed by the Head and Treasurer |  |  |
| 8. Separate bank account for NCCA funding (preferably a LAND BANK account). Photocopy/ scanned copy of bank book with complete bank account information of the organization (bank account name, number and branch |  |  |

**The NCCA-Accreditation and Grants Processing Section (AGPS)**

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Trunk Line: 8527-2192 local 530, 531 & 510

Accreditation and Grants Officers:

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***Mr. Christopher L. Lucindo***, Head