

#### REPUBLIC OF THE PHILIPPINES SECURITIES AND EXCHANGE COMMISSION

SEC Building, EDSA, Greenhills City of Mandaluyong, Metro Manila

## COMPANY REG. NO. CN 200306347

#### CERTIFICATE OF INCORPORATION

#### KNOW ALL PERSONS BY THESE PRESENTS:

This is to certify that the Articles of Incorporation and By-Laws of

## TROJAN HORSE INTERNATIONAL (TUILP) PHILS. INCORPORATED

were duly approved by the Commission on this date upon the issuance of this Certificate of Incorporation in accordance with the Corporation Code of the Philippines (Batas Pambansa Blg.68), and copies of said Articles and By-Laws are hereto attached.

This Certificate grants juridical personality to the corporation but does not authorize it to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/merchant, financing company, pre-need plan issuer, general agent in pre-need plans and time shares/club shares/membership certificates issuers or selling agents thereof. Neither does this Certificate constitute as permit to undertake activities for which other government agencies require a license or permit.

As a registered corporation, it shall submit annually to this Commission the reports indicated at the back of this certificate.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of this Commission to be affixed at Mandaluyong City, Metro Manila, Philippines, this 24th day, of March 2003

FERDINAND B. SALES
Director
Company Registration and Monitoring Department

# The Registration of Trojan Horse International (TULIP) Phils. Incorporated

Name secured 11<sup>th</sup> February 2003 Registered 24<sup>th</sup> March 2003



Security Exchange Commission Registration number CN 200306347

Author: David Clarke ISBN 0-9539473-4-3

Home ▶ Companies UK ▶ England ▶ Hampshire ▶ Fareham ▶ Fareham - PO14 3 ▶ Company No. FC025516

## TROJAN HORSE INTERNATIONAL (TULIP) PHILS.INCORPORATED



#### **Interim Manager Accounts**

UK Accountant for Interim Managers Free Limited Company Set Up fwaccounting.com

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## BASIC INFORMATION ABOUT COMPANY TROJAN HORSE INTERNATIONAL (TULIP) PHILS.INCORPORATED

Company Number FC025516

Registered Office REV. DAVID CLARKE

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Country England
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accuracy: postcode level



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# REGISTRATION OF TROJAN HORSE (TULIP) PHILS. INCORPORATED

### Introduction

The ministry, of Trojan Horse International (TULIP) Phils. Incorporated, was registered with the Securities and Exchange Commission, and a Certificate of Incorporation was issued, on the 14<sup>th</sup> March 2003. The Corporation name was initially secured on the 11<sup>th</sup> February 2003.

Christian Ministries and its President Lucas P. Dangatan Jr. was commissioned in January 2002 to register the ministry with SEC. This failed to take place. In November 2002, Lucas P. Dangatan Jr. Registered the ministry after a second attempt, but the Director was not satisfied with the details being submitted were inadequate for the purpose of the ministry. On this November occasion the Director with drew the application and sought the aid of Isagani M. Obispo Jr., who was the ministries paralegal secretary, to make a fresh application but this time the names of the founding Director was omitted for reasons un explained. It was revealed at a later date that unscrupulous men sough to deny the existence of the ministry, which was eventually registered to fulfil the mission intended.

The Chairman's verification certificate gives a clear statement as to the purpose of the ministry, which is "Setting Captive free".

David Clarke **Hon. Director.** 

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# VERIFICATION OF THE CHAIRMAN AND FOUNDING DIRECTOR

## Republic of the Philippines)

) S.S.

)

I, **David Clarke**, of legal age, resident of, 207 San Guillermo Street, Putatan, and Muntinlupa City, Metro Manila, Philippines. My Regional Philippines Postal address being, NBP Reservation PO, Muntinlupa City, 1770, Philippines and International United Kingdom address, 11 Hayling Close, Fareham, Hampshire, PO143AE, England, United Kingdom. After duly sworn to in accordance with law, depose and say:

I am the Founding Director of Trojan Horse International (TULIP) Phils. Incorporated, which is a ministry.

That I personally prepared these Articles of Incorporation with facts known to me, and in the fear of the Lord.

I Believe that I was directed by the Lord Jesus Christ to the Philippines in the year 2001 to found this ministry, as outlined in these Articles of Incorporation. All of which are not inconstant with the Laws of the Philippine Republic or its own primary and secondary objectives and its By-laws.

Any allegation and statement in Articles of Incorporation are true and correct to the best of my knowledge.

I believe that this Ministry will serve the purpose to which it was designed (Set Captives Free and honour Christ) as long as my successors and appointed officers take on their respective roles and position in the fear of the Lord and not man. That they walk

by faith and not by sight, in this work of defence and the furtherance of the Gospel of our Lord and Saviour Jesus Christ.

## **DAVID CLARKE**

**Founding Director** 

SUBSCRIBED AND SWORN to before me this day 6th March 2003, affiant exhibited me his Res. Cert. No. CG1202 07278460. Issued Muntinlupa City 02/26/03.

<b>NOTORY PUB</b>	BLIC
Doc. No.	

## ARTICLES OF INCORPORATION

## TROJAN HORSE INTERNATIONAL (TULIP) PHILS. INCORPORATED

#### KNOWN ALL MEN BY PRESENTS:

The undersigned incorporator's, all of legal age and majority of who are residents of the Philippines, have this day voluntarily agreed to form a none stock, non-profit corporation under then Laws of the Republic of the Philippines.

### AND WE HEREBY CERTIFY:

#### **ARTICLE I**

The name of the said Organisation shall be: Trojan Horse International (TULIP) Phils. Incorporated

#### **ARTICLE II**

That the purpose or purposes for which such corporation is incorporated are:

## PRIMARY PURPOSES

1) The ministry of Trojan Horse International shall encourage and support, or seek to establish, programs of educational learning and /or bible reading centres, within the Correctional and Prison Institutions, of the Philippines, which promote moral values as taught by the gospel of Christ which is a ministry of "Setting Captives Free".

- 2) To encourage and promote a sense of mission and assist by supporting moral values and moral recovery programs within and without the prisons, throughout the Philippines and international locations. Such as the Inmates Association of PNP Force and VFFII.
- 3) To work and cooperate with the Department of Justice and assist in the promotion of rehabilitation and moral recovery programs.
- 4) To assist socially recognized or affiliated groups, within and without the prison system, with spiritual, moral, and practical aid, through education, entertainment, recreation, work and social activities.
- 5) To assist and aid self-help groups within prisons to enhance and recover living conditions that is dignified and honours humanity.
- 6) To prepare and assist selected, reformed inmates, to return to the free society, in the Philippines and international locations, and promote the gospel of Christ. In particular to go to they're own City, town or Province and work, as sent mission officers, in their Jails, in an evangelical manor to fulfil the objectives of this ministry.
- 7) To serve as a forum to seek legal Services and counselling for prisoners in a way deemed necessary, convenient or incidental, to carry out the purpose of the ministry.
- 8) To develop a network of qualified personnel, throughout the Philippines, to assist and support released prisoners who have been called and sent to fulfil this ministry.

- 9) To direct and actively support released inmates to peruse local Church membership with churches who can endorse the Incorporations Articles of Religion, faith and practice.
- 10)To promote establish an international, educational accreditation systems, recognized by Eastern and Western higher educationalists; namely to British, Philippine or American university status.
- 11)To establish working links both nationally and internationally with all Government offices, such as Municipal officials and other agencies, Barangay Police officials, Social workers, magistrates, governors, sheriffs. Wardens and congressmen including schools, colleges and universities, to assist the objectives of the corporation.
- 12)To work towards a program of work placements for inmates seeking Conditional Pardon and Parole.
- 13)To assist in the reintegration of rehabilitated prisoners into society and their families by building up the family morally and economically, especially by establishing prison and community development that provide training programs skills employment. Not only within and family homes but also in the prisons, villages and communities. To develop such programs that promotes self-reliance and self-help livelihood projects, most especially in areas, where there is social deterioration and dehumanising conditions that led to crime and social dis-functionality.
- 14)To promote and seek to establish Co-operative Building Societies to assist members of the ministry to

- buy their own building lots and construct their own homes.
- 15)To assist victims suffering from all forms of abuse including, crime, alcohol, drug and sexual discrimination.
- 16)To coordinate with non-government organizations and concerned government agencies to fully implement the rights and welfare of humanity as embodied in the United Nations' Declaration on Human Rights.
- 17)To do all other things or acts that is necessary or may be conducive to the attainment, promotion and development of the above stated purposes.

## SECONDARY PURPOSES

## REHABILITAION AND REINTRGATION PROGRAMS

To provide educational activities including computer and "State of the Arts" digital and analogue electronic technologies, which includes video and audio recording mechanisms, to educate prisoners in terms of personal morality and responsible parenting, husband and wife and parent child relationships and total family care.

- 1. To provide appropriate assistance to Inmates and the family members when engaged in they're sent ministry or mission work.
- 2. To assist socially disadvantaged families to develop their capacity for responsible parenthood, assist in the

reintegration of convicted criminals to society, initiate livelihood projects and skilled training for family and prison and Cottage Industries

- 3. To assist in the provision of proven ways of moral reform, by encouraging sent ministers to testify of their own personal reformation experience.
- 4. To use every legitimate means, which may involve sport, music, art and drama for evangelising and serving the prisoners, and family members, in all matters affecting their spiritual, moral, social and civil lives.
- 5. To assist qualified personnel in visa applications wishing to work abroad on ministry work.
- 6. To encourage volunteers to be involved in local and international ministry and mission work. This will include seeking to establish the ministry objectives in all the nations of the world.
- 7. To encourage membership of inmates with local churches as outlined in general objectives.
- 8. To assist and encourage the integration of inmates into churches, colleges and institutes of learning at local, national and international levels.
- 9. To broadcast and publish books videos, music and teaching materials for education, training and instruction to achieve the Incorporator's objectives.
- 10. To make use of the latest communication technologies for teaching and instruction for the furtherance of the gospel of Christ.

#### ARTICLE III

That the place where the Principle Office of the association is to be established is at: The Trojan Horse Office, Blk5 Lot 45, Puerto Galera St. Camellia 4a Muntinlupa City. The Regional Official Postal Address in the Philippines being NBP Reservation P.O., Muntinlupa City, 1770, Philippines. The International Office: 11 Hayling Close, Fareham, Hampshire, and PO14 3AE. United Kingdom, Great Britain.

#### ARTICLE IV

The term for which the association is to exist is fifty (50) years from and after the date of issuance of the Certificate of Incorporation.

### **ARTICLE V**

That the name, nationality and residence of the incorporator's of the association are as follows:

	Name	Nationalit	Residence (Complete
		y	Address)
1	Dolores A. Nava	Filipino	Blk5 Lot 45, Puerto Galera
			St. Camellia 4a Muntinlupa
			City.
2	Virginia C.	Filipino	153 Marcos Avenue.
	Caranay	_	Summitville Subd. Putatan,
	-		Muntinlupa City,
			Philippines.
3	Jorlita L. Lopez	Filipino	181 San Guillermo St.
			Putatan, Muntinlupa City,
			1772, Philippines.
4	Jonnet L. Lopez	Filipino	181 San Guillermo St.

			Putatan, Muntinlupa City, 1772, Philippines.
5	David Clarke	British	11 Hayling Close, Fareham,
			Hampshire, PO14 3AE,
			United Kingdom.
			Postal Local: NBP
			Reservation PO,
			Muntinlupa City, 1770,
			Philippines.

## **ARTICLE VI**

That the number of trustees shall be five (5) and the names and residence of the Trustees of the corporation duly elected and who are to serve until their successors are elected and qualified as provided for in the By-laws are as follows, to wit:

	Name	Nationality	Residence (Complete
			Address)
1	Virginia C.	Filipino	153 Marcos Avenue.
	Caranay		Summitville Subd.
			Putatan, Muntinlupa
			City, Philippines.
2	Jorlita L. Lopez	Filipino	181 San Guillermo St.
			Putatan, Muntinlupa
			City, 1772,
			Philippines.
3	Jonnet Lopez	Filipino	181 San Guillermo St.
			Putatan, Muntinlupa
			City, 1772,
			Philippines.
4	Dolores A. Nava	Filipino	Blk5 Lot 45, Puerto
			Galera St. Camellia 4a
			Muntinlupa City.
5	David Clarke	British	11 Hayling Close,

Fareham, Hampshire,
PO14 3AE, United
Kingdom.
Postal Local: NBP
Reservation PO,
Muntinlupa City, 1770,
Philippines.

#### **ARTICLE VII**

The above named Corporation herein and after called Trojan Horse International (TULIP) Phils. Incorporated and its chairman shall have the following powers:

- To receive and acquire donations, subsidies, grants, endowments concessions, bequests, voluntary contributions and whatever properties real or personal, in cash or in kind, from individuals, partnerships corporations, or institutions, of any kind and from Government entities and to hold, us dispose of the same in any manner pertaining to the purpose and objectives of the corporation, known as Trojan Horse International (TULIP) Phils. Incorporated.
- To engage in all for public support so as to provide funds in ways authorized by law, to finance Trojan Horse International (TULIP) Phils Incorporated.
- To acquire and poses real estate and movable properties and to sell lease, or rent either absolutely or in trust as far as deemed necessary for the efficient operation of the ministry named above except for property given for a specific purpose.

- To enter into contracts and arrangements of any kind and nature to advance and achieve the goals and objectives of Trojan Horse International (TULIP) Phils. Incorporated.
- To engage in livelihood projects and to do all things of a business nature to promote objectives set out in these articles.
- To invest according to law in stocks and shares, debentures and all kinds of security issued by any person, Group Corporation and the Philippine Government and us the funds generated for the stated purpose of Trojan Horse International (TULIP) Phils. Incorporated.

#### **ARTICLE VIII**

#### CONTRIBUTIONS

The following incorporator's and directors who are also members of the association as follows contributed the capital of the association:

NAME	CONTRIBUTION
Virginia C. Caranay	P 10,000.00
Jorlita L. Lopez	P 10,000.00
Jonnet L. Lopez	P 10,000.00
Dolores A. Nava	P 10,000.00
David Clarke	P 10,000.00

## **ARTICLE IX**

The names listed above are the members of the Board and all having voting power when gathered together for meeting. A list of additional members who may be admitted in accordance with the By-Laws shall be submitted to the Securities and Exchange Commission from time to time.

#### **ARTICLE X**

That a least sixty (60%) of it gross income as defined in the Revised Internal Revenue Code, and unrestricted donations, shall be devoted to undertaking, directly financing, or funding Cooperative Building Society funds, or assisting mission officers in their respective ministries and for pure, fundamental or applied research, development work, and or economic evaluation or granting scholarships for scientific or professional chair in any or all of the following fields:

A. Law	B. Theology Studies
B. Industry	C. Social Science & Humanities
D. Computer Science	E. Communications
E. Biology & Physical Science	G. Nursing a Medical Education

#### **ARTICLE XI**

That not more than thirty (30%) per cent of the gross income and not more than ten (10%) per cent of the unrestricted donations to the ministry shall be devoted to general and administrative expenses.

## **ARTICLE XII**

That Virginia C. Caranay has been elected by the Incorporator's as Treasurer of the Corporation to act as such until her successor is elected and qualified in accordance with the By-laws and that as such Treasurer, she has been authorized to receive for the Corporation any funds donated to it and to receipt in the Corporation's name all such donations forthcoming.

### ARTICLE XIII

MAME.

Directors and all other officers of the said corporation shall not receive any compensation, salary or rewards unless the Board of Directors shall so provide and as outlined in the By-laws.

IN WITNESS WHEREOF, WE HAVE HERETO SET OUR HANDS AND SIGNED THESE ARTICLES OF INCORPORATION THIS THIRD DAY OF MARCH 2003 (03/03/03). IN THE CITY OF MUNTINLUPA.

MINIE.	
1 Dolores A. Nava 2 J	orlita L. Lopez
3 Jonnet L. Lopez 4 V	irginia C. Caranay
5 David Clarke	
Signed in the presence of	f: NOTORY PUBLIC
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Book No.	
Date:	

## 00 MEMBERSHIP

## **SECTION 1: QUALIFICATION OF MEMBERSHIP**

Any person, club, association, or organization or corporation, who wishes to forward and promote the purposes

and aim of Trojan Horse International (TULIP) Phils, Incorporated and is willing to support, donate, sustain and help its program in any way is welcome as a member. (When using the term support this may simple mean having good will and prayerfully regard the cause of the ministry).

#### **SECTION 2: HOW TO BECOME A MEMBER**

Membership shall be through voluntary application, recommendation, assignment or invitation by the members of the board of Directors, officials and trustees of Trojan Horse International (TULIP) Phils. Incorporated.

#### **SECTION 3: TYPE OF MEMBERSHIP**

There shall be three (3) types of membership, honorary membership, Sustaining membership and Regular membership.

Honorary membership- the Board of Directors shall invite Honorary members from civic leaders, Government officials, Private citizens and Churches, who have shown a great concern for the cause of Christ and the rehabilitation of convicted criminals and concern for the social problems of the community caused by the sad effects of crime and moral disorder.

Sustaining membership- any benefactor corporate or otherwise as mentioned in Section 1 of this article who is willing to donate not less than One Thousand Pesos (Php. 1000.00) or its equivalent in pounds of dollars, every year to sustain the work of the Foundation is considered a Sustaining Member and a certificate of Appreciation shall be awarded.

Regular Membership – individuals or entities mentioned in section 1 of this article who are willing to contribute any indefinite amount of time to serve the Ministry in any useful and approve way, are considered Regular Members and their name shall be respectfully and carefully noted in the records of the Ministry.

#### **SECTION 4: PRIVILAGES OF MEMBERS**

All active members of Trojan Horse International (TULIP) Phils. Incorporated, shall be entitled to enjoy what ever facility the Ministry may have and shall be welcome at all times at those facilities where they shall be honoured in a worm fitting manner.

## 01 MEETINGS

### SECTION 1: ANNUAL MEETING

The Board of Directors or Chairman of the Board shall hold in the Office of the Ministry or in any place as may be arranged the annual meeting of the Board of Directors. It is planned that Teleconferencing, via the Internet be developed for this purpose. This will facilitate international development of the ministry.

The date, time and venue or Internet Address shall be the second (2<sup>nd</sup>) Saturday of the month of January each year at 3.00 P.M. or any date and time fixed by the Board of Directors to be specified in the Notice when a quorum can be present.

## **SECTION 2: SPECIAL MEETINGS**

The chairman of the Board of Directors may call special meeting whenever there is urgent necessity for it and the time and place shall be specified to all members.

#### SECTION 3: NOTICE OF MEETINGS

The date, time and venue of the meeting shall be decided by the Board of Directors or called by the Chairman as necessary. The Secretary shall issue written notices to all members at least one week in advance of the scheduled meeting. (E-mail notification and communications are sanctioned).

## **SECTION 4: QUORUM**

A simple majority of the members present or by proxy shall constitute a quorum for the transaction of any business except in those cases where the Corporation requires a number of affirmative votes of a greater portion, but in the absence of a quorum, the members may adjourn the meeting for any time.

#### SECTION 5: VOTING MEMBERS

Only the members are entitled to vote and be voted upon either in person or by proxy. Each voting member is entitled to only one vote. In case of as proxy, a written authority shall be exhibited to the Board and shall be filed with the Secretary.

## **SECTION 6: ELECTION TO THE BOARD**

An election to the Board of Directors shall be held during the Annual Meeting on the second Saturday of January every year.

### **SECTION 7: ORDER OF BUSINESS**

The annual meeting of the voting members shall follow the Following:

## Order of business:

Call to order by the Chairman
Proof of the requirement notice of the meeting;
Certification of quorum;
Reading of the minutes of the previous meeting and action taken thereof:

Annual report of the Treasurer;
Annual report of the Chairman;
Official Report of the Official concerned:
Transaction of pending and new business;
Election of the Board of Directors;
Proclamation of the elected Board of Trustees;
Other business;
Adjournment.

## 02 THE BOARD OF DIRECTORS

## SECTION I: COMPOSITION AND CONTROLLING POWER OF THE BOARD

The direct government and controlling body of Trojan Horse International (TULIP) Phils. Incorporated, is vested on the Board of Directors as elected by the voting members during the annual Meeting held every year.

## **SECTION 2: TENURE OF OFFICE OF THE BOARD MEMBERS**

The elected members of the Board shall serve for one (1) year and shall hold office until their successors are duly elected and have qualified or until removed from office by a 2/3 vote of the voting members. Any member may be re-elected by the Board.

#### SECTION 3: RENUMERATION OF BOARD MEMBERS

Members of the Board of Directors shall not receive any compensation or reward for their services to Trojan Horse International (TULIP) Phils. Incorporated, their services being essentially gratuitous unless such member is working full time to bring about he purpose and aim of the Ministry and has no other regular form of income. Such a member may be allowed a reasonable per diem for his /her living expenses as will be determined by the Board.

# 03 MEETING OF THE BOARD OF DIRECTORS

## **SECTION 1: REGULAR MEETINGS**

There shall be a Regular quarterly meeting (which may be by Teleconferencing) of the Board of Directors, the date, time and place to be designated by the Chairman

## **SECTION 2: SPECIAL MEETINGS**

Special meetings shall be Held any time upon call of the Chairman

Or any three Board Members for the purpose of discussing urgent and important matters.

## **SECTION 3: QUORUM**

In all the regular meetings or special meeting of the Board, the presence of a simple majority shall constitute a quorum.

#### SECTION 4: PLACE OF MEETING

All meetings shall be held at any place appointed by the Chairmen unless otherwise specified in the written notice sent by the Secretary designating any other place.

#### **SECTION 5: NOTICE OF MEETINGS**

The secretary shall notify all members of the Board by sending out written notices of any regular or special meetings, at least five days before such meeting for the purpose therein stated.

#### SECTION 6: ORDER OF BUSINESS

For every meeting of the Board, the order to the meeting shall be as

Follows:

Call to order by the Chairman;

Proof of the requirement notice of the meeting;

Certification of a quorum;

Reading of the minutes of the previous meeting and action taken thereof;

Report of the following officers: (1) Secretary (2) Treasure (3)

Directors (4) Committee Chairmen (5) Other reports from the

Members of the Board

Remarks of the Chairman

Unfinished Business New business Adjournment

#### **SECTION 7: MINUTES OF THE MEETINGS**

The Secretary shall prepare the minutes of meeting or anybody designated by the Chairman in case of the absence of the Secretary. The time date and place of the meeting, the name of the members present and absent;

## 04 FUNCTIONS OF THE BOARD OF DIRECTORS

## **SECTION 1: IMPLEMENTATION OF THE OBJECTIVES**

The Board of Directors shall take full responsibility in the implementation of the basic, major and general objectives and goals of the Trojan Horse International (TULIP) Phils. Incorporated, as stated in the Articles of Incorporation.

## **SECTION 2: PROMULGATE POLICIES**

The Board of Directors shall establish, fortunate and promulgate rules and regulations, and the policies for the guidance and execution of the staff and personnel of the Trojan Horse International (TULIP) Phils. Incorporated.

## **SECTION 3: APPOINT STAFF OFFICERS AND PERSONNEL**

The Board shall select, appoint, and direct the overall work of the staff officers and personnel of the Ministry; outline and determine their duties, responsibility and salaries in accordance with the approved budget; investigate or dismiss

erring employees and do such things as it deems fit to regulate and promote the objectives of the Ministry.

All personal must be aware of Trojan Horse International (TULIP) Phils. Incorporation Articles of Religion, which are annexed to this document. These article are not meant to cause division but direct the ministry to achieve its objectives. Difficulties arising from misunderstanding or objection to these articles may be resolved by recourse to the Director of Education or the visiting professors.

All staff will be encouraged to work Internationally.

## SECTION 4: INSPIRE CONFIDENCE, COMPETENCE AND PRESTIGE

The Board shall inspire confidence, competence and prestige by just and fair actuations with all staff personnel and members of Trojan Horse International (TULIP) Phils. Incorporated.

#### SECTION 5: ACT OF REPORTS

The Board shall act on reports submitted by the Staff officers or employees to study certain assignments for the benefits of the Ministry.

## **SECTION 6: WORK OPPORTUNITIES**

To provide for work opportunities released inmate so that they may be able to earn their own livelihood. Some profitable home industries may be established within the prison compounds so as to accommodate the rehabilitated inmates and their families and improve their skills and techniques on particular projects as preparation for possible Permanent employment. Trojan Horse International (TULIP) Phils.

Incorporated, shall contact other firms and establishment for possible placement and permanent employment of rehabilitated released inmates so as to be able to help them earn sufficient income for themselves, their families and improve their social, economic, and living conditions.

#### SECTION 7: FUND CAMPAIGNS

To assume responsibilities in the formulation of vigorous fund campaign and financial assistance to increase adequate finances for the expansion and development program and to maintain the various activities of the Ministry.

#### SECTION 8: ENTER INTO CONTRACTS AND OBLIGATIONS

To enter into contracts, obligations or other important matters essential to the aims and objectives for which the Trojan Horse International (TULIP) Phils. Incorporated.

#### SECTION 9: PROVIDE REALISTIC AND ECONOMIC BUDGET

To provide a realistic, economic, adequate and sufficient annual budget for the normal overhead operational expenditures of the Trojan Horse International (TULIP) Phils. Incorporated, setting aside sufficient revolving funds for the development and maintenance of various income producing projects and for some emergency funds for unexpected exigencies.

## SECTION 10: PROVIDE SECURITY MEASURES FOR PERSONNEL

To provide enough security and continuity of work for the old and experienced personnel, employees and other wage earners to avoid disruption of established routine and efficiency due to changes of employment. To do all possible within the budget to provide further training and personal development of staff.

# 05 OFFICERS OF THE BOARD OF TRUSTEES

#### SECTION 1: THE OFFICERS

The Board of Trustees shall meet within a month after their election to elect their officers: Chairman, vice – chairman, Secretary, Treasure and an Outreach Officer (Trojan Warrior)

#### **SECTION 2: VACANCIES**

In case of death, disability, resignation or suspension of any member or officer of the Board, the Board Members, if still constituting a quorum, shall elect for themselves a successor who shall hold office for the duration of the un-expired term of the officer or member removed.

# 06 DUTIES AND RESPONSIBILITIES OF EACH OFFICER OF THE BOARD

#### **SECTION 1: THE CHAIRMAN**

 a. He / She shall preside in all regular and special meetings of the voting Members and all meetings of the Board of Trustees

- b. He / She shall sign all the minutes of such meetings prepared and attested By the Secretary
- c. He / She shall decide on all matters pertaining to the social, executive, and Legal functions of the Trojan Horse International (TULIP) Phils. Incorporated, presented by the Executive Director
- d. He / She shall sign very important papers, documents, contracts and Communications that required his / her signature as the highest official of the Trojan Horse International (TULIP) Phils. Incorporated
- e. He / She shall represent the Ministry on occasions whenever it should be presented in public or private functions as its highest official.
- f. He/ She shall delegate some of his/her social functions to the Vice-Chairman or to the Executive Director in case of his/her inability to attend
- g. He/She shall appoint all Staff Officers, and other important official whose Appointments are subject to the confirmation of the Board in accordance with the provisions of this By-Laws
- h. He/She shall appoint other officials and minor employees without sanction Of the Boards, provided he/she acts on the recommendations of the authorized officials after proper screening and selecting only the most qualified applicants suitable to occupy vacant positions
- i. He/ Shall prepare and submit his/her annual report to the meeting of voting Members at the end of the fiscal year based on a consolidated progress report of all the Executive and Staff Officers;

- j. He/ She shall perform other such powers and duties appertaining to his/ her official position as may be authorized or designated to him/ her by the Board
- k. He/She shall turn over his/her office and all his/her prerogatives and Functions to his/her successor upon the latter's election or appointment as Chairman of the Board.

#### SECTION 2: THE VICE- CHAIRMAN

The Vice-Chairman shall discharge the duties of the chairman in the latter's absence or inability to perform his/her duties and responsibilities. He/She shall perform such other duties delegated or assigned to him/her by the Chairman of the Board

#### **SECTION 3: THE SECRETARY**

- a. The Secretary who must be a Filipino citizen and a resident of the Philippines (or in the case of a development in another country be a national of the country) shall take charge of the Secretariat, including all offices and employees assigned therein as a Division of the Administrative Department under the Administrative Officer;
- He/She shall keep accurate records of all meetings of the Board and the meeting of the voting members; He / She shall send notices of all meetings of the voting members;
- c. He / She shall be the Custodian of the Corporate Seal and all furniture's, machines equipment's, and other properties of the Trojan Horse International (TULIP) Phils. Incorporated assigned to his/her custody.

- d. He / She shall keep a complete list of all the members with their latest addresses;
- e. He / She shall perform such other duties as the Board may require;
- f. Upon the election or appointment of his / her successor, he / she shall turn over to him / her all books and properties belonging to the Trojan Horse Ministry that he / she may have in his / her possession.

### **SECTION 4: THE TREASURER**

- a. The treasurer who shall be bonded in the amount to be determined by the board shall take charge of all offices and employees assigned therein as the Finance Division under the Administrative Department, directly controlled and supervised by the Administrative Director.
- b. He / She shall coordinate with the fund campaign Manager to facilitate a systematic handling of funds collected during the day and other financial matters that may be turned over to his / her custody at any time.
- c. He / She shall be in custody of all money, in cash, money deposited in the banks with deposit books, valuable documents, contracts securities and other important papers assigned to him / her by the Chairman and the Board of Directors;
- d. He / She shall keep complete records of all cash receipts, Vouchers and disbursements made by him / her and other officers authorized to transact business for and in behalf of Trojan Horse International (TULIP) Phils. Incorporated.

- e. He / She shall make a monthly report of the cash position of the Ministry to be submitted at the end of every two months to the Board of Directors and to prepare the annual balance sheet and financial statement, and other necessary reports to be submitted to the Board at its annual meeting and to such other time as the Auditors may so require;
- f. He / She shall deposit all funds collected and indorse all checks received in the name of the Trojan Horse International (TULIP) Phils. Incorporated, with any reputable Bank selected by the Board;
- a. He / She shall make withdrawals in checks prepared by him/ her and supported authorized vouchers to be countersigned by the Chairman or the Executive Director;
- b. He / She shall turn over all money, valuable papers, securities, books of account and other properties belonging to the Trojan Horse International (TULIP) Phils. Incorporated, that he / she has in his / her possession to his / her successor upon his / her election or appointments.

# 07 THE EXECUTIVE AND STAFF OFFICERS

SECTION 1: The Executive Officers of the Trojan Horse International (TULIP) Phils. Incorporated shall be the elected officers of the Board of Directors, composed of the Chairman, Secretary and Treasurer.

SECTION 2: The Staff Officers – shall be composed of the Executive Directors and the Department Heads and their assistants.

SECTION 3: Their Appointments – The Staff Officers named above shall be appointed by the Chairman and confirmed by the Board of Directors.

SECTION 4: Tenure of Office – The Staff Officers shall have an indefinite tenure of office until removed for cause, incapacity, resignation or death.

# 08 DUTIES AND RESPONSIBILITIES OF THE EXECUTIVE AND STAFF OFFICERS

### **SECTIONS 1: THE CHAIRMAN**

Aside from his / her duties and responsibilities as enumerated in Section 1, Article VII of the By-Laws, the Chairman as the highest officer of the Trojan Horse International (TULIP) Incorporated, shall perform his / her ministerial duties of supervising the work and activities of all employees, inspire them to do their best in performing their duties and responsibilities with proper decorum, dignity, integrity and decency. He / She shall encourage them to practice cooperation, loyalty, honest and efficiency, to ensure a successful service to the Ministry.

#### **SECTION 2: THE SECRETARY**

Aside from his / her duties and responsibilities enumerated in Section 3, Article VII of this By – Laws, the Secretary shall perform such other duties assigned to him / her by the Chairman, Executive Director and the Administrative Director.

## **SECTION 3: THE TREASURER**

In addition to his / her duties and responsibilities as stated in Section 4, Article VII of this / her By-Laws, the Treasurer shall supervise all incoming producing projects and all other activities assigned to him / her by the Chairman, Executive Director and the Administrative Director.

#### **SECTION 4: THE EXECUTIVE DIRECTOR**

- a. The most important qualification of the Executive Directors is that he / she must be a capable executive with the ability and willingness to devote all his / her time and energy for the promotion of the Trojan Horse International (TULIP Phils. Incorporated will greatly contribute to his / her progress, dignity and prestige;
- b. He / She shall attend all meetings of the Board of Directors as a member. He / She shall present the Staff Officers in all meetings and shall participate in all discussions and deliberations. He / She shall act as the technical adviser of the Board on Administrative management;
- c. He / She shall assist the Chairman in preparing his / her ministerial functions by putting everything in order so as to facilitate action and decision in accordance with Chairman's prerogatives as stated in Section 1, Articles VII of this By- Laws;
- d. The Executive Director shall act, decide and execute all the Chairman's ministerial functions in his / her absence or incapacity and sign all routine and important papers for the Chairman, until the Board has designated or elected a new Chairman;
- e. He / She shall have a direct controlling power in the administration and supervision of all departments, divisions, sections and offices of Trojan Horse International (TULIP) Phils. Incorporated, in accordance with the lines of authority as defined in the organization chart.
- f. He / She shall implement, execute and enforce all laws, policies, rules and promulgations as provided in this By-

Laws and those that will be promulgated by the Board from time to time;

- g. He / She shall approve and sign all disbursements, checks and vouchers drawn against the Trojan Horse International (TULIP) Phils. Incorporated, and such ordinary documents, contracts, important papers, correspondences and other legal matters that are considered routine and necessary procedures that require his / her approval and signature.
- h. He / She shall exercise general supervisions over all officers, employees, and wage earners working with the Trojan Horse International (TULIP) Phils. Incorporated.
- He / She shall cause the updating of the books of account and records and shall be responsible for the production of the same at the Time of audit or for inspection and inquiry by any authority;
- j. He / She shall mediate and alleviate the tension of any misunderstanding, rivalry, competition, and any form o trouble developed between individuals, groups, or parties within the confines and environment of Trojan Horse International (TULIP) Phils. Incorporated.
- k. He / She shall perform such duties as may be assigned to him / her From time to time by the Chairman and the Board of Directors.

### SECTION 5: THE SOCIAL SERVICES & DEVELOPMENT DIRECTOR

a. The Social Services & Development Director shall take charge of the Social Services & Development Department with all its divisions (Education and

- Rehabilitation), sections including and offices assigned under it as specified in the organization chart.
- b. He / She shall recommend for approval of the Board of Directors the appointment of competent personnel;
- c. It is intended that He/She shall initiate the development of suitable interesting projects that are profitable and income producing for the rehabilitation of released prisoner and all other patients: He / She shall also encourage various activities that enhance the welfare and practical education of rehabilitated release prisoners and their families. He / She shall initiate and direct the seminar for parents, see that there are reconciliation activities between residents, and find ways to integrate released inmates into the free society. These activities will be co-ordinate with community-based programs of the Ministry.
- d. He / She shall initiate the preparation of the schedule of suitable programmers to be presented monthly or as often as demanded and may be composed of social or recreational activities. He / She shall encourage interested participants to develop their talents by presenting well rehearsed parts and nicely prepared programs so as to gain the admiration and appreciation of the audience;
- e. He/ She shall submit to the Board a report of the different projects and activities under his / her department from time to time so they may be able to evaluate their achievements and initiate improvements and other suggestions;
- f. He / She shall perform such other duties and responsibilities appertaining to his / her office or as

may be authorized by the Chairman, Executive Director, and the Board of Directors.

### SECTION 6: THE ALTERNATIVE LIVELIHOOD AND MARKETING

#### DEVELOPMENT DIRECTOR

- a. He / She shall encourage the formation of small producer groups having the same inclinations, experiences and mutual interests so they can work together in developing new designs, devices, gadgets and other functional products made from indigenous materials;
- b. He / She shall organize the sheltered workshops where various industrial product may be developed, mass produced and marketed locally and in the prisons and exported abroad;
- c. He / She shall submit to the Board a report of the different projects and activities under his / her department from time to time so they may be able to evaluate their achievements and initiate improvements and other suggestions;
- d. He / She shall act as the social and economic advisor of the board, suggest suitable activities for different occasions, propose the creation of other income – producing project that will help develop the aims and objectives of the Trojan Horse International (TULIP) Phils. Incorporated.
- **e.** He / She shall perform such other duties and responsibilities appertaining to his / her office or as may be authorized by the Chairman, Executive

Director, and the Board of Director, and the Board of Directors.

# 09 ORGANIZATION OF TROJAN HORSE INTERNATIONAL (TULIP) PHILS. INCORPORATED

**SECTION 1:** There shall be four (4) departments:

- 1 GENERAL ADMININSTRATION AND FINANCE MANAGEMENT DEPARTMENT
- 2 THE SOCIAL SERVICES AND EDUCATIONAL DEVELOPMENT (Education and Rehabilitation) DEPARTMENT
- 3 THE COMMUNITY WELFARE AND ALTERNATIVE LIVELIHOOD DEVELOPMENT DEPARTMENT.
- 4 THE FAIR TRADE PRODUCTS AND ALTERNATIVE MARKETING
- 5 GENERAL ADMINISTRATION AND FINANCE MANAGEMENT DEPARTMENT

His / her department shall take charge of all employees, their welfare, and training. It will take charge of the financial aspects of the Foundation, such as records and fund-raising; it shall also be responsible for such things as public relation and program management. This department will be under the direct supervision of the Treasurer assisted by the Executive Director.

## Section 2 SOCIAL SERVICES AND EDUCATIONAL DEVELOPMENT DEPARTMENT

#### **Division 1: EDUCATION**

Under the Social Services and Educational Development Department is the Education Section, which shall take charge of leadership training and promotion of all programs of learning for its members. Each member and officer will be required to undergo programs of education. This service will be provide by elected visiting Professor's who will draw from the advice and expertise in private and government agencies and formulate effective ways to communicate the positive messages to prevent crime and moral decay and other community or social ills. The department will coordinate educational visits, seminars for the ministry and issue newsletters to disseminate information to the general public especially to the media.

#### **Division 2: REHABILITATION**

This section shall be responsible for working along side the Department of Justice and Bureau of Correction rehabilitation Programs. It is also responsible for operating the drop-in counselling and outpatient rehabilitation service. It shall be under the control of the **Rehabilitation Director** and under the direct supervision of the Executive Director. It is a department that shall take all steps to establish a program for rehabilitation, taking care to incorporate all the disciplines into coordinated program. The program shall be based on a Multi – Disciplinary approach within a Therapeutic Community and shall have the following sub-sections:

Sub – division 1: Social Activities – which shall plan social activities, entertainment, and cultural and educational activities. It shall look to coordinating literary and musical programs. It

shall promote writing, reading, paintings, selected TV and movie viewing, discussions and seminars on cultural and other subjects of light and interesting matters. It shall coordinate with the other sections.

Sub – division 2: Recreational – this / her section of the overall programs shall be responsible for organizing games and recreational activities of all kinds, Music and art projects, indoor games such as chess, ping pong, etc. Also, it shall be responsible for outing, excursions, hiking, and swimming. Gymnastics, basketball. BMX, Skate Boarding and other such activities that help to physically rehabilitate people effected by social evils.

Sub- division 3: Occupational Therapy – This section shall be guided and directed by the professional advice and assistance of technical experts and shall provide the most suitable occupational therapy. These occupations shall be only for clients fifteen (15) years of age and of short duration. There shall be no activity that can be mistaken or misconstrued as child labour.

Sub-division 4: Therapeutic Community - this / her section shall take special care to organize the training of the residents in the way of life of the Rehabilitation House where they shall learn to live together with mutual respect and loving concern. The Rehabilitation Director will take special care that the group therapies are correctly supervised and well managed. He / She shall organize proper discipline in the community and see to it that all sections of the Rehabilitation Programs are well taken care of.

Sub-division 5: The Medical Division – this is a section that draws on the professional from every related medical field. The Rehabilitation Directors will see to it with the direct supervision of the Executive Director, that such professional help as Psychologist, Psychiatrists, competent Doctors of Medicine, Physicians, Dentist and hospital facilities are readily available on

a regular basis. The Social Welfare Worker will be cooperated within the local community and everything will be done to assist this / her officer in the follow – up and after – care programs.

Sub-division 6: The After Care Program – a careful after – This will work alongside the probation officer care program and will be developed to see to it that the family is well prepared to receive the rehabilitated inmates. Family reconciliation and after – care will be interconnected. Inmates returning to their families will be followed up and home visits will be made. Any indication that the inmate is being abused or causing abuse or is in danger of any ill treatment shall reported and immediate action taken by the rehabilitation Officer and Executive Director to the family, society and inmate. The incident will be reported to the authorities; other after care activities will be undertaken.

### 3 THE COMMUNITY WELFARE AND ALTERNATIVE LIVELIHOOD DEVELOPMENT DEPARTMENT.

This is related and integrated into other rehabilitation program and serve as the component directly dealing with community beneficiaries. The thrust of this program is both preventive and remedial. The program entails the development of livelihood projects and undertakings suitable to the community and with significant potentials for sustainability on a long term – period. The program has an objective in Building up the capability of the people in the prisons and community and improving their economic independence. The program is a flexible one that can adapt to the numerous changes occurring in community life.

## 4 THE FAIR TRADE PRODUCTS AND ALTERNATIVE MARKETING

This program is tasked with the marketing and production aspects of the crafts program. The program spans development of products, artisans development, social education for producer

partners, assistance in the form of technical support and financial loan for productions, this also includes aspects of operation which as worldwide marketing (export, shipment, retail and other related activities) though alternative trading organizations and partners who share the same vision of justice in trading and community empowerment. The Fair Trade Products and Alternative Marketing Program aims to promote just practices in trading by popularizing the Fair Trading concept and assisting producer partners in achieving the latter's goal of improvement in their economic lives and gaining broader awareness of their basic rights as members of the community.

#### 5 CO-OPERATIVE BUILDING SOCIETY

This is intended to assist rehabilitated inmate and members to purchase and build their own homes.

#### 010 FINANCES

#### **SECTION 1: SOURCES**

The revenues of Trojan Horse International (TULIP) Phils. Incorporated shall be derived from membership dues, voluntary contributions, donations of civic-spirited citizens and institutions, financial aids from various sources. Gains derived from benefit shows, dances, dinner and other forms of entertainments and also from grants, bequest, subsidies and other fund sources received by the Ministry from time to time.

#### **SECTION 2: MINOR EXPENSES**

Minor expenses of not more than Php 5,000.00 (or as directed by the Board of Directors of the County it is operating in) shall be incurred without prior approval and written consent of the Board. However all expenses must be approved by a signed voucher by the Executive Director or the Staff Officer designated by him / her to make such disbursements. Necessary supplies and materials, drugs medicines, apparatus, tools, medical equipment's and machines needed in the projects shall be canvassed to verify and evaluate quotations from various dealers before deciding to purchase them.

#### SECTION 3: SAFEKEEPING OF FUNDS

The funds of the Trojan Horse International (TULIP) Phils. Incorporated shall be deposited in reputable banking institutions to be fixed and designated by the Board and as the changing financial situation demands the Executive Director or Board Chairperson shall safeguard the ministry assets and funds.

All matters concerning the disposition of money of funds shall be taken up and decided by the Board of Directors during its meeting called for his / her purpose.

The Board is empowered to allocate funds for the appropriations and maintenance of different projects of Trojan Horse and set aside sufficient revolving funds for income producing projects that may need capital for their initial operation expenses.

Withdrawal shall be made only after the Executive Director has approved the vouchers properly and that a check is then prepared with the joint and concurrent act of the Chairman and the Treasurer.

#### **SECTION 4: FISCAL YEAR**

The fiscal year of the Incorporation shall be fro January  $1^{st}$  to December  $31^{st}$  of each year.

#### 011 AMENDEMENTS OF LAWS

These by-laws or any provision therein may be amended or repealed by a majority vote of all members and majority vote of all members of the Board of Directors.

Adopted this day March 6th 2003 in Muntinlupa City M.M. by the majority of Directors.

IN WITNESS WHEREOF, we have hereunto set our hand this 17th Day of June 2003 In Muntinlupa City, Metro Manila.

DOLORES A. NAVA JORLITA L. LOPEZ

IONNET L. LOPEZ VIRGINIA C. CARANAY

**DAVID CLARKE** 

END OF DOCUMENT.

### 11 BOARD OF DIRECTOR' S CERTIFICATION

#### KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned Secretary and Members of the Board of Director of the Trojan Horse International (TULIP) Phils. Incorporated hereby certify that the above Code of By-Laws was adopted by the affirmative vote of all members at the regular meeting of the Board of Directors of Trojan Horse International held on the 17<sup>rd</sup> day June 2003, 153 Marcos Avenue. Summitville Subd. Putatan, Muntinlupa City, Philippines.

	Name	Nationality	Residence (Complete Address)
1	Dolores A. Nava	Filipino	Blk5 Lot 45, Puerto Galera St. Camellia 4a Muntinlupa City.
2	Jorlita L. Lopez	Filipino	181 San Guillermo St. Putatan, Muntinlupa City, 1772, Philippines.
3	Jonnet L. Lopez	Filipino	181 San Guillermo St. Putatan, Muntinlupa City, 1772, Philippines.
4	Virginia C. Caranay	Filipino	153 Marcos Avenue. Summitville Subd. Putatan, Muntinlupa City, Philippines.
5	David Clarke	British	11 Hayling Close, Fareham, Hampshire, PO14 3AE, United Kingdom. Postal Local: NBP Reservation PO, Muntinlupa City, 1770, Philippines.

#### **IN WITNESS WHEREOF**, we have hereto set our hand this day:

DOLORES A. NAVA Secretary	<b>JONNET L. LOPEZ</b> Incorporator
JORLITA L. LOPEZ	VIRGINIA C. CARANAY
Incorporator	Treasure
<b>DAVID CLARKE</b> Founding Chairman NOTORY PUBLIC	
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Page. No. Book No.	-

#### 12 SECRETARY'S CERTIFICATE

Date:

I, **DOLORES A. NAVA**, know as **Secretary Dolores**, of legal age, and duly elected and authorised to act as Secretary for Trojan Horse International (TULIP) Phils. Incorporated, after being duly sworn to in accordance in law, depose and say that I hereby certify that this Ministry will comply with SEC requirements for non-stock organisation in the course of its operation. I shall be responsible for the keeping of the minutes of all the meetings of the Ministry as well as the seal of the Ministry and affix such seal when authorised by the Board.

IN WITNESS WHEREOF, I have hereunto set my hand this day 17th June 2003

At Muntinlupa City, Metro Manila.

#### **DOLORES A. NAVA**

SUBSCRIBED AND SWORN TO BEFORE ME THIS JUNE 17th 2003. Affiant shown to me her Res. Certificate No. CC 1202072784739, issued at Muntinlupa City on 02/07/03.

<b>NOTORY P</b> Doc. No.	UBLIC 
Page. No. Book No.	
Date:	

#### 03 SECRETARIAL CERTIFICATION

#### ATTESTED BY ME

#### **DOLORES A. NAVA (Secretary Dolores)**

Secretary in meeting.

REPUBLIC OF THE PHILIPPIES) MUNTINLUPA CITY) S.S

On this 17th Day of June 2003, before me, a Notary Public in and of the City of Muntinlupa, Personally appeared before, with their respective Residence Certificates as follows:

NAME	RES. TAX Cert	Date and place of issue
Dolores Nava	CC 1202072784739	02/07/03 Muntinlupa City
Jorlita L. Lopez	CC 1202207286078	03/03/03 Muntinlupa City
Jonnet Lopez	CC120207272731	03/03/03 Muntinlupa City
Virginia C. Caranay	CC 07164085	09/27/02 Muntinlupa City
David Clarke	CG1202 07278460	02/26/03 Muntinlupa City

All of whom are known to me and to be persons whose names are subscribed and are execute the foregoing Articles of Incorporation, and each of these acknowledge to me the he/she has voluntary executed the same.

WITNESS MY HAND and by NOTARIAL SEAL on the date in this acknowledgement written in the Municipality of Muntinlupa City, Philippines.

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#### 01 BOARD OF DIRECTOR'S CERTIFICATION

#### KNOW ALL MEN BY THESE PRESENTS:

That we, the undersigned Secretary and Members of the Board of Director of the Trojan Horse International (TULIP) Phils. Incorporated hereby certify that the above Code of By-Laws was adopted by the affirmative vote of all members at the regular meeting of the Board of Directors of Trojan Horse International held on the 17th June 2003, 181 San Guillermo Street, Putatan, Muntinlupa City, 1772, Philippines

	Name	Nationality	Residence
			(Complete Address)
1	Dolores A. Nava	Filipino	Blk5 Lot 45, Puerto
			Galera St. Camellia 4a
			Muntinlupa City.
2	Jorlita L. Lopez	Filipino	181 San Guillermo St.
			Putatan, Muntinlupa City,
			1772, Philippines.
3	Jonnet L. Lopez	Filipino	181 San Guillermo St.
			Putatan, Muntinlupa City,
			1772, Philippines.
4	Virginia C.	CC	09/27/02 Muntinlupa
	Caranay	07164085	City
5	David Clarke	British	11 Hayling Close,
			Fareham, Hampshire,
			PO14 3AE, United
			Kingdom.
			Postal Local: NBP
			Reservation PO,
			Muntinlupa City, 1770,
			Philippines.

### **IN WITNESS WHEREOF**, we have hereto set our hand this day:

<b>DOLORES A. NAVA</b> Secretary (Dolores)	<b>JONNET L. LOPEZ</b> Incorporator
JORLITA L. LOPEZ	Virginia C. Caranay
Incorporator	Treasure
DAVID CLARKE	
Founding Chairman	
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Date:	

#### 02 SECRETARY'S CERTIFICATE

I, **DOLORES A. NAVA**, know as **Secretary Dolores**, of legal age, and duly elected and authorised to act as Secretary for Trojan Horse International (TULIP) Phils. Incorporated, after being duly sworn to in accordance in law, depose and say that I hereby certify that this Ministry will comply with SEC requirements for non-stock organisation in the course of its operation. I shall be responsible for the keeping of the minutes of all the meetings of the Ministry as well as the seal of the Ministry and affix such seal when authorised by the Board.

IN WITNESS WHEREOF, I have hereunto set my hand this day 17<sup>th</sup> June 2003 At Muntinlupa City, Metro Manila.

NAME: DOLORES A. NAVA Secretary Dolores

SUBSCRIBED AND SWORN TO BEFORE ME THIS 17<sup>th</sup> Day June 2003. Affiant shown to me her Res. Certificate No. CC12020772784739, issued at Muntinlupa City on 02/07/03.

NOTORY PUBLIC			
Doc. No.			
Page. No. Book No.			
Date:			

#### ATTESTED BY ME

Secretary in meeting.

REPUBLIC OF THE PHILIPPIES) MUNTINLUPA CITY) S.S

On this 17th Day of June 2003, before me, a Notary Public in and of the City of Muntinlupa, Personally appeared before, with their respective Residence Certificates as follows:

NAME	RES, TAX Cert	Date and place of issue
Dolore	CC	02/07/03 Muntinlupa City
s Nava	1202072784739	
Jorlita	CC	03/03/03 Muntinlupa City
L.	1202207286078	
Lopez		
Jonnet	CC120207272731	03/03/03 Muntinlupa City
Lopez		
Virgini	CC 07164085	09/27/02 Muntinlupa City
a C.		
Carana		
y		
David	CG1202	02/26/03 Muntinlupa City
Clarke	07278460	

All of whom are known to me and to be persons whose names are subscribed and are execute the foregoing Articles of Incorporation, and each of these acknowledge to me the he/she has voluntary executed the same.

WITNESS MY HAND and by NOTARIAL SEAL on the date in this
acknowledgement written in the Municipality of Muntinlupa City,
Philippines.

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Book No.	

**NOTORY PUBLIC** 

# 04 VERIFICATION OF THE CHAIRMAN AND FOUNDING DIRECTOR

#### Republic of the Philippines)

) S.S. )

I, **David Clarke**, of legal age, separated (divorced in principle) and resident of, 207 San Guillermo Street, Putatan, and Muntinlupa City, Metro Manila, Philippines. My Regional Philippines Postal address being, NBP Reservation PO, Muntinlupa City, 1770, Philippines and International United Kingdom address, 11 Hayling Close, Fareham, Hampshire, PO143AE, England, United Kingdom. After duly sworn to in accordance with law, depose and say:

I am the Founding Director of Trojan Horse International (TULIP) Phils. Incorporated, which is a ministry.

That I personally prepared these Articles of Incorporation with facts known to me, and in the fear of the Lord.

I Believe that I was directed by the Lord Jesus Christ to the Philippines in the year 2001 to found this ministry, as outlined in these Articles of Incorporation. All of which are not inconstant with the Laws of the Philippine Republic or its own primary and secondary objectives and its By-laws.

Any allegation and statement in Articles of Incorporation are true and correct to the best of my knowledge.

I believe that this Ministry will serve the purpose to which it was designed (Set Captives Free and honour Christ) as long as my successors and appointed officers take on their respective roles and position in the fear of the Lord and not man. That they walk by faith and not by sight, in this work of defence and the furtherance of the Gospel of our Lord and Saviour Jesus Christ.

DAVID CLARKE
Founding Director

SUBSCRIBED AND SWORN to before me this day 6th March 2003, affiant exhibited me his Res. Cert. No. CG1202 07278460. Issued Muntinlupa City 02/26/03.

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Book No.		

#### CONCLUDING NOTE FROM DAVID THE AUTHOR

In **The Daily Diary** of Trojan Horse International (TULIP) Phils. Incorporated, the back cover suggests that this diary serves to demonstrate the proposition, that Jesus gave the command, to go into the entire world, and preach the gospe, I in general and not spacifice terms. He did not say how the task was to be done.

David proports that the reason why no specific terms were given to go about this taske was because had Jesus given a detailed and specific schedule, to those who were to carry out this taske, it would have proved too daunting to them. So instead, He left the methods and practice open to the imagination of men, who had been renewed in their minds by the Holy Spirit, and with the directions of scripture; these would be led to do the work. By this means God would be glorified and often the carnal religious mind would be infuriated. It is only when one seeks to obey the camand that it is realised that wisdom, determination, courage, skill diplomacy, in fact ever skill that man has devised, in term of dealing with money, travel, visa permits, medical practices, local laes. Legal practices and customs are required.

This is not to say such men will not make mistakes, because it is a well know fact that "He that makes no mistakes makes nothing".

Lessons are learned by mistakes and arm chair critics, who never rise from their comfort of their arm chair, are unaware that a ship can only be steared when it is on the move.

Book Price: £7.50

ISNB: 0-9539473-43

