



Republic of the Philippines
Polytechnic University of the Philippines
Student Council Constitutional Commissions
Commission on Elections

RESOLUTION NO. 027, SERIES OF 2023

**A RESOLUTION ESTABLISHING THE RULES AND GUIDELINES FOR THE
CASTING OF VOTES**

WHEREAS, the Commission on Elections (COMELEC) stands as the highest policy making body of all election matters in the Polytechnic University of the Philippines (PUP) – Main Campus;

WHEREAS, the Commission convened online on August 05, 2023 regarding the process for the Casting of Votes;

WHEREAS, 14/15 Commissioners were present, thus the meeting was in quorum;

WHEREAS, the Commissioner deliberated and agreed to provide a set of rules and guidelines regarding the Casting of Votes for the Student Council Elections 2023;

WHEREAS, prescribed Election Calendar by the Student Council Assembly (SCA) was defined under SCA Resolution No. 014 series of A.Y. 2022-2023, also known as “A RESOLUTION ADOPTING THE CALENDAR FOR THE PUP STUDENT COUNCIL ELECTIONS 2023”;

May 8–July 15 *PUP SC COMELEC en banc*

May 8 onward *Period of Verification for Bonafide Student-Voters*

July 1 *Release of PUP SC COMELEC Implementing Rules and Regulations*



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<i>July 17–21</i>	<i>Filing of COC</i>
<i>July 22–28</i>	<i>Deliberation of COC and Verification of Candidates' Financial Liability</i>
<i>July 29</i>	<i>Release of Official List of Candidates</i>
<i>July 30–August 8</i>	<i>Campaign Period and LSC Miting De Avance</i>
<i>August 8</i>	<i>University-Wide Miting De Avance</i>
<i>August 9–13</i>	<i>Casting of Votes</i>
<i>August 14–18</i>	<i>Canvassing of Votes</i>
<i>August 19–23</i>	<i>Post-Electoral Protest</i>
<i>August 25</i>	<i>Proclamation of Elected Officials and Oath-Taking</i>

WHEREAS, the Commission has amended the Election Calendar through Resolution No. 009 s. of 2023 “A RESOLUTION AMENDING THE ELECTION CALENDAR FOR THE PUP STUDENT COUNCIL ELECTIONS 2023” as amended by Resolution No. 024 s. of 2023 “A RESOLUTION AMENDING RESOLUTION NO. 009, SERIES OF 2023 OTHERWISE KNOWN AS “A RESOLUTION AMENDING THE ELECTION CALENDAR FOR THE PUP STUDENT COUNCIL ELECTIONS 2023”;

WHEREAS, according to Resolution No. 009 s. of 2023 as amended by Resolution No. 024, the following will be the amended calendar for the Student Council Elections 2023:

<i>July 17-28</i>	<i>Filing of Certificate of Candidacy</i>
<i>July 29-August 4</i>	<i>Deliberation of COC and Verification of Candidate's Financial Liability</i>



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<i>August 5</i>	<i>Release of Official List of Candidates</i>
<i>August 6-15</i>	<i>Campaign Period</i>
<i>August 15</i>	<i>University-Wide Miting de Avance</i>
<i>August 16-20</i>	<i>Casting of Votes</i>
<i>August 22-25</i>	<i>Canvassing of Votes</i>
<i>August 26-30</i>	<i>Post-Electoral Protest</i>
<i>September 1</i>	<i>Proclamation of Elected Officials and Oath-Taking</i>

WHEREAS, on the 1st of July 2023, the Commission En Banc passed and promulgated the Implementing Rules and Regulations of Student Council Act No. 002 series of 2022 as amended by the PUP SCA Act No. 001 series of 2023;

WHEREAS, according to Article II Section 1.5 of the Implementing Rules and Regulations, the definition of Bona Fide Student Voter was outlined below;

- 1.5 *Bona Fide Student Voter - For election purposes, this refers to a student who is enrolled in the most recent regular semester of any college, institute, or open university system in PUP which takes an undergraduate or diploma program. Students who are not enrolled for the term, terminated their enrollment, taken a Leave of Absence (LOA), or expelled from the University in the most recent regular semester are excluded.*
- (a) *In case of the graduation day precedes the date for the Casting of Votes based on the calendar for the period of elections, the newly graduated students are still considered bona fide student voters and shall still be*



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allowed to cast their votes for the PUP SC Elections provided that they were enrolled in the most recent regular semester.

WHEREAS, the Commission has agreed that the voting platform that would be used for the Casting of Votes will be through MS Forms, through the Iskolar ng Bayan webmail accounts of bona fide student-voters;

WHEREAS, the period for the casting of votes and composition of the canvassing committee was outlined in Article XI Section 1 of the Implementing Rules and Regulations;

Section 1. Election Day – Unless deemed necessary by the Commission to increase the days of election, there shall be at least five (5) consecutive days for casting of votes. As soon as the voting is finished, the canvassing of votes shall commence in designated canvassing areas. The canvassing committee shall compose of official representative of the Commission and the watchers of each political party and independent candidates.

WHEREAS, the casting of votes duration was outlined under Article XI Section 6 of the Implementing Rules and Regulations;

Section 6. Election Hours – There must be at least ten (10) minimum hours per day duration for the casting of votes in the physical voting precincts. In terms of individual online voting, it shall be open for twenty-four (24) hours per day.

WHEREAS, the casting of votes will open at 8:00, August 16, shall be open for 24 hours and close at 12:00 AM, August 20;



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WHEREAS, the rules for the appreciation of electronic ballots and voting for the Student Council was outlined under Article XI Section 3 of the Implementing Rules and Regulations;

Section 3. Rules for the appreciation of electronic ballots – In the reading and appreciation of ballots, every ballot shall be presumed to be valid unless there is clear and good reason to justify its rejection. The canvassing committee shall observe the following rules, bearing in mind that the object of the election is to obtain the expression of the voter's will:

3.1 Any vote cast in favor of a candidate who has been disqualified by final judgment shall be considered as stray and shall not be counted but it shall not invalidate the ballot.

3.2 The voter form shall be filled out and completed per candidate before being recognized as a verified vote.

Section 4. Student Council Voting – The voter is advised to select the name/s of the candidate/s they want to elect for Student Council which are found in the ballot provided by the Commission.

WHEREAS, the rules and guidelines for the Casting of Votes were presented through the meeting;

Step 1: On the first day of the voting period, go to the PUP SC COMELEC official Facebook page and check for the pinned post containing the link and QR codes for the Microsoft Forms that will be used as the official ballot.

Step 2: After clicking the link or scanning the QR codes, you will be redirected to log in your webmail account (xxx@iskolarngbayan.pup.edu.ph). The ballots can only be accessed by those who have this domain account.

Step 3: Before voting, the voter must fulfill the data privacy notice form to give the PUP SC COMELEC permission to collect their information and vote.



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- Step 4:** The first section of the electronic ballot will contain personal information. The voter must provide their student ID number as well as the department to which they belong.
- Step 5:** After filling the first section, you will then proceed to vote for the Sentral na Konseho ng Mag-aaral (SKM). For President and Vice President, a voter may vote for only one candidate or abstain. For Councilors, you can only vote for a maximum of twelve (12) councilors. You also have the option to vote for abstain.
- Step 6:** After the Local Student Council, the voter will now vote for its respective college. For President and Vice President, a voter may vote for only one candidate or abstain. For Councilors, you can only vote for a maximum of six (6) councilors or abstain.
- Step 7:** A confirmation message shall appear after submitting your electronic ballot.

WHEREAS, upon the deliberation and discussion, the Commission in quorum adopted the formulated Casting of Votes guidelines with no objections/contentions raised;

NOW, THEREFORE, by virtue of the power vested in the Commission on Elections (COMELEC) being the highest electoral policy-making body hereby establishes the rules and guidelines for the Casting of Votes for the Student Council Elections 2023, **BE IT RESOLVED AS IT HEREBY RESOLVES:**

THAT, this will continue being implemented until another contradiction resolution is created.

THAT, there shall be a furnished copy of this resolution, including any changes made hereto, to the official addresses of Student Council Assembly, Sentral na Konseho ng Mag-aaral, Local



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Student Councils, Student Tribunal, and Constitutional Commissions, and Student Publications
residing in the Polytechnic University of the Philippines -Main Campus.

SO, ORDERED.

(SGD) GAD THOMAS DEUEL S. MENDIOLA

Chairperson

College of Arts and Letters Commissioner

(SGD) LORIELYN Y. BELMONTE

Vice Chairperson

College of Communication Commissioner

(SGD) MELWEL ARCEL C. GORUMBA

Secretary-General

College of Accountancy and Finance Commissioner

(SGD) ANNA KATRINA C. TENA

Treasurer

College of Political Science and Public Administration Commissioner

(SGD) PIOLO MIGUEL A. BARCELONA

College of Architecture, Design, and Built Environment Commissioner

(SGD) ADAM JESS C. DE GUZMAN

College of Business Administration Commissioner



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(SGD) LUKE MARK P. LEONA
College of Computer and Information Sciences Commissioner

(SGD) CARLOS JAIRO L. TIAGA
College of Engineering Commissioner

(SGD) KRISTAL ANDREA MARQUEZ
College of Human Kinetics Commissioner

(SGD) GENER AUGUST S. LINTAG
College of Education Commissioner

(SGD) MARY JOY B. DAGDAG
College of Science Commissioner

(SGD) PAUL JANRY D. ROLUSTA
College of Social Sciences and Development Commissioner

(SGD) JUAN MIGUEL G. MORADO
College of Tourism, Hospitality and Transportation Management Commissioner

(SGD) KEREN CLAIRE L. CABUELLO
Institute of Technology Commissioner

(SGD) FRINCE CARL N. FORTUNADO
Open University System Commissioner