



# POLYTECHNIC UNIVERSITY OF THE PHILIPPINES

## STUDENT COUNCIL CONSTITUTIONAL COMMISSIONS

### COMMISSION ON ELECTIONS

#### *Commission En Banc*

Resolution No. 003  
Series of 2024

#### **A RESOLUTION APPOINTING THE NEW DEPUTY COMMISSIONERS AND STAFF MEMBERS FOR COMMISSION ON ELECTION**

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

**WHEREAS**, the appointment, qualifications, functions, and responsibilities of the Deputy Commissioners were defined under Article IV Section 21 of the Student Council Act. 002 s. 2022 or also known as the Election Code of the PUP Student Council;

*Section 21. Deputy Commissioners. – Each COMELEC commissioner shall select and appoint one (1) Deputy Commissioner from their respective college/institute. They may act as administrator, and administrator assistant or other positions needed for the conduct of the elections. However, they cannot vote on en banc sessions and participate in decisions of the Commission. They shall have a term coterminous with the members of the Commission and can be renewed upon the discretion of the succeeding Commissioners.*

*21.1. Qualifications. - The following are the qualifications for the Deputy Commissioners:*

- a. Must be a bona fide student-voter of PUP;*
- b. Must be non-partisan and does not represent or abide to any organization and/or formation inside and outside the university;*
- c. Must be well-informed about the processes and functions of the electoral platforms; and*
- d. Must be able to handle and assist all technical workloads of the Commission during the electoral process.*

*21.2. Functions and Responsibilities. - The following are the functions and responsibilities of the Deputy Commissioners:*

- a. Instruct and answer all inquiries and questions relating on voting;*
- b. Raise all the pending inquiries and questions relating on voting that were unanswered by the Deputy Commissioner to the members of the Commission;*
- c. Act as online administrator, online administrator assistant, and other positions;*
- d. Other functions and responsibilities the Commission may delegate;*
- e. The deputy commissioners are allowed to observe all the proceedings of the COMELEC en banc and its divisions and join*





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*the discussion upon the simple majority approval of the present members, but they shall not have any voting power; and*

*f. In the case of the Commissioner's death, incapacity, resignation or removal of office, the Deputy Commissioner shall automatically assume the Commissioner position, which must be formalized by SCA through a resolution.*

**WHEREAS**, in line with the COMELEC Resolution No. 002 s. 2024 otherwise known as "A Resolution Declaring Vacancies in Staff Posts within the Polytechnic University of the Philippines Student Council Commission on Elections for the Year 2024" the Commission opened the application for Staff Members for the Publications & Multimedia Committee, Programs & Events Committee, and Legal & Administrative Affairs Committee, Secretariat Committee, Executive Committee, and Audit and Finance Committee.

**WHEREAS**, the requirement for Deputy Commissioner and Staff members were posted on the official page of COMELEC;

- Accomplished Data Privacy Consent Form
- Certificate of Registration (COR) for the 2nd Semester Academic Year 2023-204 or any other proof of enrolment in PDF file.
- Incoming first year students may submit their COR for the first semester A.Y. 2024-2025
- Curriculum Vitae
- 2x2 picture wearing formal attire with white background
- Fulfillment of Declaration of Non-Partisanship
- Proof of duly acknowledged letter of resignation (if applicable)
- Portfolio (not required but encouraged for PMC aspirants)

**WHEREAS**, the following schedule were adopted for appointing Deputy Commissioners and Staff members:

*July 31, 2024: Opening and accepting of applicants through Google Forms*

*August 7 - August 14, 2024: Asynchronous screen of candidates by the Commissioners*

*August 15, 2024: Formalization of the newly appointed Deputy Commissioners and Staff Members*

**WHEREAS**, the following names are the aspiring Deputy Commissioners who submitted their requirements:

- Bartolata, Mark David L. from the College of Political Science and Public Administration (CPSPA)
- Alsisto, Noriko Wade D. from the College of Human Kinetics (CHK)
- Carlos, Yuki Mei L. from the College of Architecture, Design and Built Environment (CADBE)
- Lucban, Mia Rizzi Lou R from the Institute of Technology (ITECH)
- Aniciete, James Benedict G. from the College of Arts and Letters (CAL)





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- Balisi, Kyle P. from the College of Accountancy and Finance (CAF)

**WHEREAS**, the following names are the aspiring Staff members who submitted their chosen two committees;

- Hernandez, Jamie SG. from the College of Science (CS) for Executive Committee (EC) and Publication and Multimedia Committee (PMC)
- Racelis, Kathleen Grace from the College of Accountancy and Finance (CAF) for Audit and Finance Committee (AFC) and Executive Committee (EC)
- Bartolata, Mark David L. from the College of Political Science and Public Administration (CPSPA) for Executive Committee (EC) and Programs and Event Committee (PEC)
- Arizala, Harlliequine N. from the College of Arts and Letters (CAL) for Publications and Multimedia Committee (PMC) and Programs and Event Committee (PEC)
- Alcantara, Marro Daniel C. from the College of Accountancy and Finance (CAF) for Executive Committee (EC) and Programs and Event Committee (PEC)
- Alsisto, Noriko Wade D from the College of Human Kinetics (CHK) for Programs and Event Committee (PEC) and Executive Committee (EC)
- Fuentes, Sherlyn L. from the College of Science (CS) for Executive Committee (EC) and Secretariat Committee (SC)
- Pisuena, Juliana Dominique A. from the College of Engineering (CE) for Publications and Multimedia Committee (PMC) and Programs and Event Committee (PEC)
- Penuliar, Emmanuel D. from the College of Political Science and Public Administration (CPSPA) for Audit and Finance Committee (AFC)
- Sevilla, Elijah Lyn S. from the College of Accountancy and Finance (CAF) for Audit and Finance Committee (AFC) and Programs and Event Committee (PEC)
- Guillermo, Hubert Clyde Z. from the College of Science (CS) for Secretariat Committee (SC) and Audit and Finance Committee (AFC)
- Nucum, Elaizabeth R. from the College of Accountancy and Finance (CAF) for Legal and Administrative Affairs Committee (LAAC) and Programs and Event Committee (SC)
- Alamag, Gwyneth Indira V. from the College of Political Science and Public Administration (CPSPA) for Legal and Administrative Affairs Committee (LAAC) and Secretariat Committee (SC)
- Pacho, Aeron James G. from the College of Social Science and Development (CSSD) for Legal and Administrative Affairs Committee (LAAC) and Secretariat Committee (SC)
- Relator, Mary Ruth P. from the college of Engineering (CE) for Executive Committee (EC) and Legal and Administrative Affair Committee (LAAC)
- Roque, Ma. Samantha Fhay D. from the College of Social Science and Development (CSSD) for Secretariat Committee (SC) and Programs and Events Committee (PEC)
- Balisi, Kyle P from the College of Accountancy and Finance (CAF) for Audit and Finance Committee (AFC) and Executive Committee (EC)
- Dalica, Lucy Joy T from the College of Accountancy and Finance (CAF) for Secretariat Committee (SC) and Audit and Finance Committee (AFC)

**WHEREAS**, Bartolata, Mark David L. from the College of Political Science and Public Administration (CPSPA), Alsisto, Noriko Wade D. from the College of Human Kinetics (CHK), Balisi, Kyle P. from the College of Accountancy and Finance (CAF) both applied





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Deputy Commissioners from their perspective colleges and staff members in the COMELEC.

**WHEREAS**, Pacho, Aeron James G. from the College of Social Science and Development (CSSD) applied for a staff member but did not respond to the email, The Commission has tried to contact him but no immediate response was received.

**WHEREAS**, after thorough assessment, the Commission decided to appoint the following Deputy Commissioners:

- Bartolata, Mark David L. from the College of Political Science and Public Administration (CPSPA)
- Alsisto, Noriko Wade D. from the College of Human Kinetics (CHK)
- Carlos, Yuki Mei L. from the College of Architecture, Design and Built Environment (CADBE)
- Lucban, Mia Rizzi Lou R from the Institute of Technology (ITECH)
- Aniciete, James Benedict G. from the College of Arts and Letters (CAL)
- Balisi, Kyle P. from the College of Accountancy and Finance (CAF)

**WHEREAS**, after thorough assessment, the following applicants were chosen to be part of Executive Committee:

- Bartolata, Mark David L. from the College of Political Science and Public Administration (CPSPA)
- Alcantara, Marro Daniel C. from the College of Accountancy and Finance (CAF)
- Relator, Mary Ruth P. from the college of Engineering (CE)

**WHEREAS**, after thorough assessment, the following applicants were chosen to be part of Legal and Administrative Affairs Committee (LAAC):

- Nucum, Elaizabeth R. from the College of Accountancy and Finance (CAF)
- Alamag, Gwyneth Indira V. from the College of Political Science and Public Administration (CPSPA)
- Pacho, Aeron James G. from the College of Social Science and Development (CSSD)

**WHEREAS**, after thorough assessment, the following applicants were chosen to be part of Secretariat Committee (SC):

- Fuentes, Sherlyn L. from the College of Science (CS)
- Guillermo, Hubert Clyde Z. from the College of Science (CS)
- Dalica, Lucy Joy T from the College of Accountancy and Finance (CAF)

**WHEREAS**, after thorough assessment, the following applicants were chose to be part of Audit and Finance (AFC):

- Racelis, Kathleen Grace from the College of Accountancy and Finance (CAF)
- Penuliar, Emmanuel D. from the College of Political Science and Public Administration (CPSPA)
- Sevilla, Elijah Lyn S. from the College of Accountancy and Finance (CAF)
- Balisi, Kyle P from the College of Accountancy and Finance (CAF)







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**WHEREAS**, after thorough assessment, the following applicants were chosen to be part of Programs and Events Committee (PEC):

- Alsisto, Noriko Wade D from the College of Human Kinetics (CHK)
- Roque, Ma. Samantha Fhay D. from the College of Social Science and Development (CSSD)

**WHEREAS**, after thorough assessment, the following applicants were chosen to be part of Publications and Multimedia Committee (PMC):

- Hernandez, Jamie SG. from the College of Science (CS)
- Arizala, Harlliequine N. from the College of Arts and Letters (CAL)
- Pisueno, Juliana Dominique A. from the College of Engineering (CE)

**NOW, THEREFORE**, by virtue of the power vested in the Student Council Commission on Elections (SC COMELEC) being the highest policy making body of all elections matters, **BE IT RESOLVED AS IT HEREBY RESOLVES:**

**THAT**, the following newly appointed Deputy Commissioners shall start their term immediately:

- Bartolata, Mark David L. from the College of Political Science and Public Administration (CPSPA)
- Alsisto, Noriko Wade D. from the College of Human Kinetics (CHK)
- Carlos, Yuki Mei L. from the College of Architecture, Design and Built Environment (CADBE)
- Lucban, Mia Rizzi Lou R from the Institute of Technology (ITECH)
- Anicete, James Benedict G. from the College of Arts and Letters (CAL)
- Balisi, Kyle P. from the College of Accountancy and Finance (CAF)

**THAT**, the following newly appointed Staff Members shall start their term immediately:

- Hernandez, Jamie SG. from the College of Science (CS) for Publication and Multimedia Committee (PMC)
- Racelis, Kathleen Grace from the College of Accountancy and Finance (CAF) for Audit and Finance Committee (AFC)
- Bartolata, Mark David L. from the College of Political Science and Public Administration (CPSPA) for Executive Committee (EC)
- Arizala, Harlliequine N. from the College of Arts and Letters (CAL) for Publications and Multimedia Committee (PMC)
- Alcantara, Marro Daniel C. from the College of Accountancy and Finance (CAF) for Executive Committee (EC)
- Alsisto, Noriko Wade D from the College of Human Kinetics (CHK) for Programs and Event Committee (PEC)
- Fuentes, Sherlyn L. from the College of Science (CS) for Secretariat Committee (SC)
- Pisueno, Juliana Dominique A. from the College of Engineering (CE) for Publications and Multimedia Committee (PMC)
- Penuliar, Emmanuel D. from the College of Political Science and Public Administration (CPSPA) for Audit and Finance Committee (AFC)
- Sevilla, Elijah Lyn S. from the College of Accountancy and Finance (CAF) for Audit and Finance Committee (AFC)





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- Guillermo, Hubert Clyde Z. from the College of Science (CS) for Secretariat Committee (SC)
- Nucum, Elaizabeth R. from the College of Accountancy and Finance (CAF) for Legal and Administrative Affairs Committee (LAAC)
- Alamag, Gwyneth Indira V. from the College of Political Science and Public Administration (CPSPA) for Legal and Administrative Affairs Committee (LAAC)
- Pachon, Aeron James G. from the College of Social Science and Development (CSSD) for Legal and Administrative Affairs Committee (LAAC)
- Relator, Mary Ruth P. from the college of Engineering (CE) for Executive Committee (EC)
- Roque, Ma. Samantha Fhay D. from the College of Social Science and Development (CSSD) for Programs and Events Committee (PEC)
- Balisi, Kyle P from the College of Accountancy and Finance (CAF) for Audit and Finance Committee (AFC)
- Dalica, Lucy Joy T from the College of Accountancy and Finance (CAF) for Secretariat Committee (SC)

**RESOLVED FURTHER**, that this resolution shall be implemented immediately and effectively and will continue to be implemented until a contradictory resolution is passed;

**IN WITNESS WHEREOF**, we the Commissioners of the Polytechnic University of the Philippines of the Philippines, Student Council Commission on Elections Academic Year 2023-2024, have hereunto approved this resolution on August 16, 2024 through a meeting held via Zoom meeting;

**IN WITNESS WHEREOF**, there shall be a furnished copy of this resolution, including any changes made hereto, to the official addresses of the Student Council Assembly, Sentral na Konseho ng Mag-aaral, Local 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.) MARVIE ANGELINE B. DAPO**

*Vice Chairperson*

College of Political Science and Public Administration Commissioner

**(SGD.) KRISTAL ANDREA M. MARQUEZ**

*Secretary-General*

College of Human Kinetics Commissioner





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**(SGD.) MELWEL ARCEL C. GORUMBA**

*Treasurer*

College of Accountancy and Finance Commissioner

**(SGD.) JERWIN P. MANABAT**

College of Architecture, Design and the Built Environment Commissioner

**-VACANT-**

College of Business Administration Commissioner

**(SGD.) LUKE MARK P. LEONA**

College of Computer and Information Sciences Commissioner

**(SGD.) CARLOS JAIRO L. TIAGA**

College of Engineering Commissioner

**-VACANT-**

College of Communication Commissioner

**(SGD.) GENER AUGUST S. LINTAG**

College of Education Commissioner

**-VACANT-**

College of Science Commissioner

**(SGD.) PAUL JANRY D. ROLUSTA**

College of Social Sciences and Development Commissioner





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**(SGD.) JUAN MIGUEL G. MORADO**

College of Tourism, Hospitality, and Transportation Management Commissioner

**(SGD) JOHN ALBERT REBANCOS**

Institute of Technology Commissioner

**-VACANT-**

Open University System Commissioner

