



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

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**RESOLUTION NO. 011, SERIES OF 2023**

**MECHANISM FOR THE VERIFICATION OF FINANCIAL LIABILITIES OF THE  
CANDIDATES, POLITICAL PARTIES, AND COALITIONS RUNNING FOR THE  
STUDENT COUNCIL ELECTIONS 2023**

**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 attended a joint meeting with the Student Tribunal (SC ST), Commission on Audit (SC COA), and Commission on Student Organization and Accreditation (SC COSOA) on July 23, 2023;

**WHEREAS**, the Executive Committee Members of the SC ST, SC COA, SC COSOA, and SC COMELEC were present;

**WHEREAS**, the meeting was spearheaded by SC COMELEC Chairperson Gad Mendiola to discuss the coordinating functions and roles of the SC ST, SC COA, and SC COSOA during the Student Council Elections 2023;

**WHEREAS**, in accordance with SC COMELEC's Implementing Rules and Regulations (IRR) for the SCE 2023, Article VI, Section 4.2, to wit:

*"A certificate or clearance from the Internal Audit Office or OSS stating that the candidate has no financial liabilities. The PUP SC COA in coordination with COMELEC, shall be*



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*the main coordinator for the collective request of all the candidates' certificate or clearance."*

**WHEREAS**, SC COMELEC sought the coordination of SC COA for the clearance of the financial liabilities of all SCE 2023 candidates;

**WHEREAS**, SC COMELEC and SC COA decided to require the SCE 2023 candidates to accomplish a data privacy consent form which shall be submitted through google forms for the purpose of allowing the IAO of PUP – Main Campus to provide the candidates' following personal information:

- Name
- Student Number
- Organization/s
- Status of any financial liability
- Other details deemed necessary by the SC COMELEC

**WHEREAS**, the data privacy consent form also gives permission to the IAO to provide the aforementioned information to the SC COA, which shall act as the main coordinator of the request;

**WHEREAS**, the data privacy consent form also gives permission to the process the personal information given through the google form for the purpose of enabling the IAO, SC COMELEC, and SC COA to verify the candidates' identity, determine their financial liability status, and confirm if the candidates are qualified to run for a position in the SCE 2023;



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**WHEREAS**, the data privacy consent form also gives permission to the concerned body to directly obtain the SCE 2023 candidates' financial liability records, whether through electronic or paper-based format, to verify their qualifications as a SCE 2023 candidate;

**WHEREAS**, the data privacy consent form allows all the aforementioned actions with assurance that the IAO will require the SC COMELEC and SC COA to observe strict compliance with the Philippine Data Privacy Act and other related laws and issuances when they process the SCE 2023 candidates' personal and sensitive personal information;

**WHEREAS**, the template for the data privacy consent form shall be provided by the SC COMELEC;

**WHEREAS**, the SC COMELEC and SC COA, through their respective executive committees, concurred that the following mechanism shall be followed:

**July 27, 2023, Thursday (8:00 AM):**

Dissemination of Pertinent Documents, i.e. Google Forms for submission of Data Privacy Consent Forms, and Template for Data Privacy Consent Forms through the official Facebook pages and emails of the SC COMELEC and SC COA.

**July 27, 2023, Thursday (8:00 AM) to**

**July 30, 2023, Sunday (9:00 PM):**

Accomplishment and submission of candidates' Data Privacy Consent Form.

**July 30, 2023, Sunday (9:01 PM) to**

**July 31, 2023, Monday:**

SC COMELEC's cross-verification and compilation of names and student numbers of candidates' who have complied with the Data Privacy Consent Form.



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**July 31, 2023, Monday:**

SC COMELEC's forwarding of pertinent documents needed by SC COA  
SC COA's forwarding of collective request to IAO for issuance of certificate of clearance from financial liabilities of candidates.

**August 3, 2023, Thursday to**

**August 4, 2023, Friday:**

SC COMELEC's cross-verification of processed documents from SC COA.  
SC COMELEC's finalization of Official List of SCE 2023 Candidates.

**August 6, 2023, Saturday:**

Release of Official List of SCE 2023 Candidates.

**WHEREAS**, the above-indicated mechanism for the process of clearing financial liabilities of the candidates running for SCE 2023 shall be applicable to all candidates;

**WHEREAS**, the SC COMELEC and SC COA shall implement strict adherence to the mechanism, templates, formats, among others, implicitly and explicitly enjoined in this resolution;

**NOW THEREFORE**, by virtue of the power vested in the Commission on Elections (COMELEC) being the highest electoral policy-making body hereby approves the Mechanism for The Verification of Financial Liabilities of The Candidates, Political Parties, and Coalitions Running for The Student Council Elections 2023, **BE IT RESOLVED AS IT HEREBY RESOLVES:**

**THAT**, the Commission on Elections shall require all SCE 2023 candidates to accomplish the required data privacy consent form for the purpose of the Commission on Audit's (SC COA) coordinating function of forwarding the collective request for clearing financial liabilities of the candidates to the Internal Audit Office (IAO);



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**THAT**, the parties involved in the processing and verification of information shall strictly adhere to the Philippine Data Privacy Act of 2012, and other related laws and issuances;

**THAT**, the following mechanism shall be followed in clearing the financial liabilities of the SCE 2023 candidates:

**July 27, 2023, Thursday (8:00 AM):**

Dissemination of Pertinent Documents, i.e. Google Forms for submission of Data Privacy Consent Forms, and Template for Data Privacy Consent Forms through the official Facebook pages and emails of the SC COMELEC and SC COA.

**July 27, 2023, Thursday (8:00 AM) to**

**July 30, 2023, Sunday (9:00 PM):**

Accomplishment and submission of candidates' Data Privacy Consent Form.

**July 30, 2023, Sunday (9:01 PM) to**

**July 31, 2023, Monday:**

SC COEMELEC's cross-verification and compilation of names and student numbers of candidates' who have complied with the Data Privacy Consent Form.

**July 31, 2023, Monday:**

SC COMELEC's forwarding of pertinent documents needed by SC COA

SC COA's forwarding of collective request to IAO for issuance of certificate of clearance from financial liabilities of candidates.

**August 3, 2023, Thursday to**

**August 4, 2023, Friday:**

SC COMELEC's cross-verification of processed documents from SC COA.

SC COMELEC's finalization of Official List of SCE 2023 Candidates.



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**August 6, 2023, Saturday:**

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**THAT**, the Commission shall inform their constituents, mainly the prospective candidates and their paralegals, of this amended Rules and Guidelines, in order to provide guidance and have a systematized election;

**THAT**, 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) 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





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**(SGD) PIOLO MIGUEL A. BARCELONA**  
College of Architecture, Design, and Built Environment Commissioner

**(SGD) ADAM JESS C. DE GUZMAN**  
College of Business Administration Commissioner

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

**(SGD) CARLOS JAIR O. 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



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

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