

## BCSTEMP COOPERATIVE ELECTION RULES AND GUIDELINES

The following Rules and Guidelines shall govern the BCSTEMPC Election of Board of Directors and Members of the different committees which will be held on February 21, 2014 - 1:00 P.M. at PFVR Multi-Purpose Center during the COOP General Assembly.

### 1. Positions to be filled up:

Three (3) members of the Board of Directors, one (1) Audit and one (1) Election Committee members.

### 2. Term of Office:

The Board of Director shall hold office for a term of two years (Section 13 of the BCSTEMPC Constitution & By-Laws) while the members of the Audit Committee and the Election Committee shall, for the first 2 candidates who garnered the highest votes shall serve two (2) years and shall serve for 1 year respectively (Sec. 20, 21 and 23 as amended).

### 3. Qualifications and Disqualifications of a Candidate:

(Section Nos. 12 & 22 of the Constitution & By-laws)

All members who have the following qualifications are qualified to run as board of directors, and Audit and Elections Committees: a) A candidate for board member and the different committees should be at least (5) years as members of the BCSTEMPC; b) Attended at least one (1) of the required trainings as coop member pursuant to R.A. 9520; c) Must be members in good standing, and, d) Has a minimum share capital of Php10,000.00 for board member and Php5,000.00 for the committee member:

Members under the following circumstances are disqualified to run:

- a. A third term as board and/or committee member;
- b. Having conflicting interest with the business of the cooperative;
- c. Having been absent for three (3) consecutive board meetings without being excused;
- d. Being full-time employees of the cooperative;
- e. Having been convicted of any crime involving moral turpitude, gross negligence, or misconduct, in the performance of his/her duty;
- f. Facing as respondents or defendants of administrative and/or civil/criminal suits involving financial and/ or property accountability, and
- g. Holding any elective position in the government

### 4. Filing of Certificate of Candidacy and Deadline:

Qualified shall file his/her certificate of candidacy starting February 17, 2014 to the members of the Election Committee (Chairman Joseph A. Estigoy, Members: Felix O. Dig-o and Andrew N. Yodong) and /or c/o Mrs. Marina B. Agbunag – Coop Treasurer or Nora P. Gumalin and main BCSTEMPC office located at Upper Session Rd., Baguio City and ends February 20, 2014 at 5 P.M. (COC's are available at the said office).

### 5. Campaign Period and Conduct of Campaign:

Campaign period starts upon filing his/her certificate of candidacy and ends on February 21, 2014 at 1 P.M.

### 6. Polling Precincts and Board of Election Tellers (BET):

Each COOP member will get his/her ballot upon verification of one's name in the checklist. The election time is 1:00 P.M. – 2:00 P.M. only. Two polling precincts shall be utilized for the election.

### 7. Appreciation of Ballots:

Cast ballots shall be considered valid and be counted provided there are no markings to identify the voter. ALL the positions should be filled-up and **MUST complete the required number of candidates** in every item/position. Repeated names of candidates in different positions where he or she is not a candidate shall not be counted in favor of him.

**8. Canvassing of Votes and Proclamation of Winning Candidates:**

After counting of votes per precinct, the BET shall submit the election returns to the Board of Canvassers for consolidation and proclamation of winners.

**9. Protest:**

Any protest that may arise from the conduct of the election shall be filed in writing an oath to the Election Committee within twenty-four (24) hours after the proclamation of winners with a filing fee of P5,000.00 which is non-refundable.

**10. Budget:**

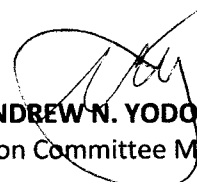
Operational expenses allotted for the Election is Php15,000.00.

ADOPTED this 14<sup>th</sup> Day of February 2014 at Baguio City, Philippines

Prepared by:

  
**JOSEPH A. ESTIGOY**  
Chairman, Election Committee

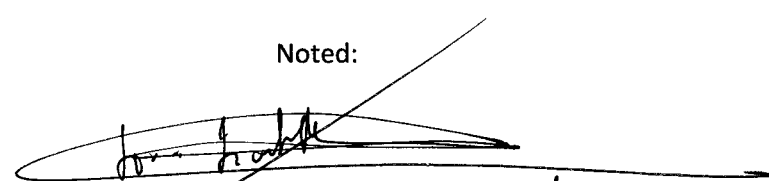
  
**FELIX O. DIG-O**  
Election Committee Member

  
**ANDREW N. YODONG**  
Election Committee Member

Approved:

  
**ELMA D. DONA-AL, Ed. D.**  
Chairman, Board of Directors

Noted:

  
**FRANCIS CESAR B. BRINGAS, CESO VI**  
Schools Division Superintendent  
Officer In-Charge