

**AMENDED RULES GOVERNING THE CONDUCT OF  
ELECTIONS FOR THE BOARD OF GOVERNORS  
OF THE U.P. VANGUARD, INC.**

**Registration of Voters**

1. **Who are entitled to vote.** Only Regular Members of the U.P. Vanguard, Inc. (UPVI) in good standing, i.e., those who have paid their membership fees for the current year, are qualified and entitled to vote at the annual membership meeting, provided that any member may, prior to such meeting, pay the dues and fees in arrears without penalty, and thereafter be entitled to vote in said meeting.<sup>1</sup>

2. **Collection of Membership Fees.** The Finance Committee may collect the Membership Fees initially through the Chapters. Thereafter, Members may coordinate directly with the Finance Committee for payment.

3. **Collection of Personal Data.** Personal data of UPVI members are collected for, among others, the conduct of the election of the UPVI Board of Governors. Data collected for the purpose of the election are names, vanguard class, chapter, and email address. Members are reminded to update their profiles on the UPVI website. For more information, please refer to the UPVI Privacy Notice posted in <https://www.upvanguard.org/policy/>

4. **List of Voters.** Only Regular Members, as defined in the UPVI Bylaws<sup>2</sup>, who have paid their annual membership dues<sup>3</sup> and Regular Members who have paid Lifetime Membership Fees shall be included in the list of qualified voters.<sup>4</sup> The Finance Committee shall provide the Membership Committee and the COMELEC a list of paid Members. The Membership Committee shall validate the list and identify all Regular Members who are qualified to vote. The COMELEC shall then upload the list of Regular Members qualified to vote to the approved online election platform. Pursuant to Section 13, Article IV of the UPVI Bylaws, the list of all Regular Members entitled to vote shall be made available by the Adjutant General to any Member who wishes to check the same.

**Nomination of Candidates**

5. **Who can nominate.** Any member, chapter, or class of the UPVI may nominate a qualified member of the UPVI to its Board of Governors (BOG), provided it is done with the nominee's consent. The COMELEC shall accept and evaluate all nominations and shall certify as to the qualifications of the nominees.<sup>5</sup>

6. **Who are qualified to be nominated.** No member of the Board shall be elected unless the latter is a regular member in good standing, as well as an active member in a chapter where said member is formally affiliated for at least two (2) years immediately preceding the latter's election may be nominated as a member of the Board.<sup>6</sup>

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<sup>1</sup> Section 10, Article IV of the UPVI Amended By-Laws.

<sup>2</sup> Section 1(k), Article I of the UPVI Amended By-Laws defines a Regular Members as "any person who has the qualifications and has fulfilled the requirements set forth in Sec. 1a or b and Sec. 5 of Art. III upon evaluation of his application by the Membership Committee and its acceptance by the Board".

<sup>3</sup> provided that any member may, prior to such meeting, pay the dues and fees in arrears without penalty, and thereafter be entitled to vote in said meeting. Section 10, Article IV.

<sup>4</sup> Section 10, Article IV of the UPVI Amended By-Laws.

<sup>5</sup> Section 1(a), Article X of the UPVI Amended By-Laws.

<sup>6</sup> Section 2, Article V of the UPVI Amended By-Laws.

7. **Disqualification for reelection.** A member of the Board of Governors who has failed to attend at least fifty percent (50%) of all its meetings shall be disqualified to run for reelection.<sup>7</sup>

8. **Form of nominations.** Nominations of candidates must be submitted in writing via email to [comelec@upvanguard.org](mailto:comelec@upvanguard.org), addressed to the COMELEC, and signed by both the person nominating and the nominee himself/herself signifying his/her conformity to the nomination. In cases of nominations by a chapter or by a class, the signature of the chapter/class commander shall suffice as the nominating person's signature.<sup>8</sup>

In addition to the requirements of the UPVI Amended By-Laws, the nomination shall be accompanied by a front-facing formal photo of the nominee and a short write-up of 200 to 300 words about the background of the nominee, his/her contributions to his/her profession, and his/her work for the UPVI.

While there is no particular form in order to nominate a candidate as long as the requirements above-mentioned are contained in the nomination, a sample nomination form will be provided by the COMELEC.

A confirmation email acknowledging receipt of the nomination shall be sent by the COMELEC.

9. **Deadline for nomination.** The nomination must be received by the UPVI Comelec not later than three (3) days before the date of the annual general meeting.<sup>9</sup> Nominations will only be accepted until 1700H of the day of the deadline.

10. **Publication requirement for nomination deadline.** The nomination deadline must be published twice in a newspaper of general circulation at least five (5) days before the said deadline.<sup>10</sup>

### **Election Proper**

11. **Ballots.** Elections must be by secret balloting, through an online voting application<sup>11</sup> nominated by the COMELEC and approved by the Board of Governors of the UPVI.<sup>12</sup>

12. **When elections held.** The regular election for the Board of Governors of the UPVI shall be held during annual general meeting of the UPVI.<sup>13</sup> The elected members of the Board will assume office on the first day of the month immediately after the annual general meeting and shall end two (2) years thereafter when the term of their successors begins.<sup>14</sup>

13. **List of candidates.** A final list of qualified candidates, arranged in alphabetical order, shall be provided for the information of the members and shall be posted on the UPVI website, UPVI social media platforms, and on the online voting application.

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<sup>7</sup> Section 2, Article V of the UPVI Amended By-Laws.

<sup>8</sup> Section 1(b), Article X of the UPVI Amended By-Laws.

<sup>9</sup> Section 1(c), Article X of the UPVI Amended By-Laws.

<sup>10</sup> Section 1(c), Article X of the UPVI Amended By-Laws.

<sup>11</sup> Section 1(g), Article X of the UPVI Amended BY-Laws.

<sup>12</sup> Section 1(d), Article X of the UPVI Amended By-Laws;

<sup>13</sup> Section 1, Article X of the UPVI Amended By-Laws.

<sup>14</sup> Section 3, Article V of the UPVI Amended By-Laws.

14. **Casting of votes.** Votes may be cast from **0001H to 1800H of the day of the elections** (Manila Time).<sup>15</sup>

15. **Manner of voting.** All Regular Members in good standing shall receive by email a link to the online voting application and a unique voter identifier. Members shall vote online. Members may choose nominees up to the number of UPVI BOG seats to be filled (7 or 8) and shall complete the process upon submitting the votes.

### **Counting of Votes**

16. **Counting proper.** Immediately after the voting period, the COMELEC will generate the results through the online voting application.

17. **Election results.** The results of the elections will immediately be certified by the COMELEC indicating the number of votes cast and the name of all the candidates with the respective numbers of votes garnered by each. The candidates garnering the most number of votes shall be considered elected. In case of a tie, it shall be resolved by the drawing of lots by and among the tied candidates or their duly authorized representatives. The winner thereof shall be considered elected.<sup>16</sup>

### **Proclamation of Winners**

18. **Proclamation.** The COMELEC will proclaim the winning candidates immediately after verification of the results of the elections.<sup>17</sup>

### **Election Protest**

19. **Period to protest.** Any aggrieved candidate may file a written protest addressed to the COMELEC within seven (7) days from the proclamation of winners.<sup>18</sup>

20. **Grounds for protest.** Grounds for protest includes: the lack of qualification of the winning candidates, election fraud, and such other similar grounds. The protest must demonstrate the grounds relied upon and all other documents evidencing the same.<sup>19</sup>

21. **Period to decide.** The COMELC shall decide all protests within thirty (30) days from receipt. The decision of the COMELEC shall be final.<sup>20</sup>

### **Effect of Failure to Elect**

22. **Special Elections.** In case of failure to elect during the annual general meeting of members due to the absence of quorum or force majeure, the National Commander, in consultation with the COMELEC, shall call for a special election at such time and place as he may designate but not later than one month after the first failed election. Should there be a failure to hold such special election for the same reasons, the incumbent members of the Board shall continue to hold office for the succeeding term.<sup>21</sup>

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<sup>15</sup> Section 1, Article X of the UPVI Amended By-Laws.

<sup>16</sup> Section 1(e), Article X of the UPVI Amended By-Laws.

<sup>17</sup> Section 1(f), Article X of the UPVI Amended By-Laws.

<sup>18</sup> Section 1(g), Article X of the UPVI Amended By-Laws.

<sup>19</sup> Section 1(g), Article X of the UPVI Amended By-Laws.

<sup>20</sup> Section 1(g), Article X of the UPVI Amended By-Laws.

<sup>21</sup> Section 1(h), Article X of the UPVI Amended By-Laws.