

Young Public Servants and YouthVotePhilippines VOTER'S ELECTION TOOLKIT

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CONTENTS

5
9
20
49
53





CHAPTER 1 UNDERSTANDING OUR POWER AND RIGHT TO VOTE

Why Register and Vote?

Registering to vote is the first step towards becoming an active and engaged voter. In the Philippines, this is the only way that gives every Filipino the passport to elect the next leaders of the country. Voter's registration and voter's capability to cast their own ballots and secure its correctness are two major exercises of our right to suffrage as enshrined in Section 1, Article V of the 1987 Constitution to wit, "Suffrage may be exercised by all citizens of the Philippines not otherwise disqualified by law, who are at least eighteen years of age, and who shall have resided in the Philippines for at least one year, and in the place wherein they propose to vote, for at least six months immediately preceding the election. No literacy, property, or other substantive requirement shall be imposed on the exercise of suffrage."

Voter's registration benefits our country as a whole and defines the exact idea of democracy. Our country gains more when we vote and elect the right leaders. Filipinos who register and vote during the elections are more connected to the community and have a better perspective for our country. As a nation rich in history and struggle for freedom, our country becomes stronger when citizens of different ages, backgrounds, sectors and groups participate. It is in the height of the election (from registration to education to voting) shows the true meaning of people power – voting right and voting in order for our voices to be heard.

Voter's Registration is always the first step towards empowering our societies and communities in order to be part of the change that we want to see in our country. Understanding our right to vote is the first requirement of becoming an effective and thinking electorate. What does our Constitution mandates on our Right to Suffrage and how can we use it to attain development in our country?

The meaning of Suffrage

SUFFRAGE is the right and obligation to vote. It is a political right conferred by the Constitution empowering every Filipino citizen to participate in the process of government which shows our exercise of democracy. Our failure to exercise our right of suffrage is not punishable by law since it is non – mandatory in nature but makes us an irresponsible citizen.

Universal Declaration of Human Rights and the International Covenant on Civil and Political Rights supports the idea of elections.

Article 21 of the Universal Declaration of Human Rights provides that:

- 1. Everyone has the right to take part in the government of his/ her country, directly or through freely chosen representatives;
- 2. Everyone has the right of equal access to public service in his / her country;
- 3. The will of the people shall be the basis of the authority of government and shall be expressed in periodic and genuine elections, which shall be by universal and equal suffrage and shall be held by secret vote or by equivalent free voting procedures.

Voter's registration in the Philippines adheres strictly to the guidelines in Republic Act 8189 (The Voter's Registration Act of 1996) 1 that states:

- 1. Except when authorized by the COMELEC, application for voter registration only takes place at the local Office of the Election Officer (OEO);
- Individuals must submit their applications for voter registration personally;and
- 3. Each application for voter registration must first be reviewed by the Election Registration Board (ERB) before being approved.

When we register, we become more active and engaged citizens and more likely to connect with our entire community, join activities geared towards sustainable community and has the chance to elect the next leaders of our country.



CHAPTER 2 THE COMELEC AND THE AUTOMATED ELECTIONS



The Commission on Elections (COMELEC)

The Commission on Elections (COMELEC) is one of the constitutional commissions which are presented in the 1987 Constitution of the Philippines and is expected to be independent in their nature the same as the Civil Service Commission (CSC) and the Commission on Audit (COA). It is the principal government agency tasked by the Constitution to enforce and administer all laws and regulations concerning the conduct of regular and special elections. It is a body that is designed to be constitutionally independent from the executive, legislative and judicial branches of government to ensure the conduct of free, fair and honest elections.

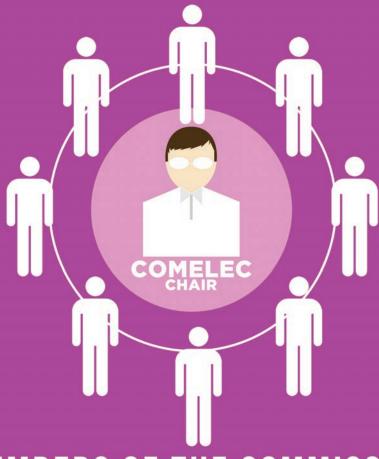
Powers and Functions of COMELEC

- Enforce and administer all laws and regulations relative to the conduct of an election, plebiscite, initiative, referendum, and recall;
- Exercise exclusive original jurisdiction over all contests relating to the elections, returns, and qualifications of all elective regional, provincial, and city officials, and appellate jurisdiction over all contests involving elective municipal officials decided by trial courts of general jurisdiction, or involving elective barangay officials decided by trial courts of limited jurisdiction. Decisions, final orders, or rulings of the Commission on election contests involving elective municipal and barangay offices shall be final, executory, and not appealable;
- Decide, except those involving the righto vote, all questions affecting elections, including determination of the number and location of polling places, appointment of election officials and inspectors, and registration of voters:
- Deputize, with the concurrence of the President, law enforcement agencies and instrumentalities of the Government, including the Armed Forces of the Philippines, for the exclusive purpose of ensuring free, orderly, honest, peaceful, and credible elections;
- Register, after sufficient publication, political parties, organizations, or coalitions which, in addition to other requirements, must present their platform or program of government; and accredit citizens' arms of the Commission on Elections. Religious denominations and sects shall not be registered. Those

which seek to achieve their goals through violence or unlawful means, or refuse to uphold and adhere to this Constitution, or which are supported by any foreign government shall likewise be refused registration. Financial contributions from foreign governments and their agencies to political parties, organizations, coalitions, or candidates related to elections, constitute interference in national affairs, and, when accepted, shall be an additional ground for the cancellation of their registration with the Commission, in addition to other penalties that may be prescribed by law;

- File, upon a verified complaint, or on its own initiative, petitions in court for inclusion or exclusion of voters; investigate and, where appropriate, prosecute cases of violations of election laws, including acts or omissions constituting election frauds, offenses, and malpractices;
- Recommend to the Congress effective measures to minimize election spending, including limitation of places where propaganda materials shall be posted, and to prevent and penalize all forms of election frauds, offenses, malpractices, and nuisance candidacies;
- Recommend to the President the removal of any officer or employee it has deputized, or the imposition of any other disciplinary action, for violation or disregard of, or disobedience to, its directive, order, or decision; and
- Submit to the President and the Congress, a comprehensive report on the conduct of each election, plebiscite, initiative, referendum, or recall.

Source: Article 9(c), Section 2 of the 1987 Constitution



MEMBERS OF THE COMMISSION

The **COMELEC** is composed of a Chairman and Six (6) Commissioners, who according to the 1987 Constitution must be natural-born citizens of the Philippines and at the time of their appointment, must be at least thirty-five (35) years of age, holders of a college degree and must not have been candidates for any elective positions in the immediately preceding elections. Conversely, the Chairman, as well as majority of the Commission must be a member of the Philippine Bar who has been engaged in the practice of law for at least ten (10) years.²

Moreover, the Chairman and the Commissioners shall be appointed by the President with the consent of the Commission on Appointments for a term of seven (7) years without reappointment. Of those appointed, three (3) Members shall hold office for seven years, two (2) Members for five years and the last members for three years without reappointment. Appointment to any vacancy shall be only for the unexpired term of the predecessor. In no case shall any member be appointed or designated in a temporary or acting capacity.³

The History of Automated Elections

YEAR	IMPORTANT ACTION/S TAKEN BY THE COMELEC
1992	Under the leadership of Chairman Christian S. Monsod, the modernization
	efforts for the COMELEC started following the birth of "Operation MODEX"
	(Modernization and Excellence) on July of this year. Modernization of the
	electoral process was identified as one of the eight (8) components of
	Operation MODEX.

² Article 9, C, Section 1 paragraph 1. The 1987 Constitution of the Philippines

³ Article 9, C, Section 1 par. 2. sic

1993

In June, Ms. Marie Garber of Rockville, Maryland, USA in collaboration with the Philippine Computer Society (PCS) through a study entitled "Modernizing Philippine Elections" scanned alternative technology to modernize the electoral process in the country. The Garber Report served to affirm the direction of the COMELEC as contained in the Operation MODEX Program which has a six – year stint (1992 – 1998). Also, the said report presented available technologies in the COMELEC's modernization effort to modernize the Philippine electoral process. Garber and PCS were contracted under the United Nations Development Programme (UNDP).

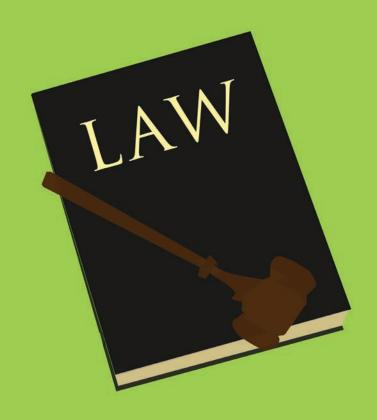
On July, Andersen Consulting did an Information Systems Planning (ISP) study in behalf of the PCS, for the COMELEC using the "Garber Report" as the basis. The Andersen made a preliminary evaluation of voting and canvassing equipment and recommended consideration of either the optical mark sense or punchcard system as possible technology fit for the country.

In the month of August, COMELEC promulgated the Resolution No. 2616 in an aide to ensure that the conduct for the public transactions in its organization in connection with the modernization program must be transparent.

In October, after two months of the promulgation of the COMELEC Resolution 2616, a 15-day inspection trip to the United States was done by a specified COMELEC Team.

	A preliminary report (which includes a slide presentation systems surveyed & sample ballots / forms used in various jurisdictions in the US) was presented to the Commission en banc after the US inspection trip. The team also gave the Recommendation Report on the use of the Optical Mark Sense Technology as the best suited for Philippine Elections (as integral to the team's reports). Also, three (3) companies were shortlisted based on the results of the evaluation during the inspection trip.
1994	COMELEC already began preparations in anticipation of the signing of the draft modernization bill into law by Congress.
1995	Republic Act 8046 authorizes pilot testing of a Computerized Election System in Autonomous Region in Muslim Mindanao (ARMM).
1996	Pilot testing for automated elections succeeded.
1997	In December of this year, Republic Act 8436 authorized the use of an Automated Election System beginning with the 1998 Elections
1998	Due to lack of time, the COMELEC handled the automated elections in LDS, Maguindanao, Sulu and Tawi – Tawi.
2001– 2004	Automation project stalled due to repeated failed biddings. In 2004, automation project stalled due to the SC decision in ITFP v. COMELEC case

2007	On January of this year, Republic Act 9369 amended Republic Act 8436 and authorized the pilot test in 2007 in which the Advisory Council recommended.
2008	The automated ARMM polls began.
2009	SBAC Resolution No. 009 – 007 and Min. Resolution No. 09 – 0202 was enacted.
2010	Prior to election of May 10, 2010, series of field tests happened one in January 27 and the other on January 29.
	Further efforts had been done by the COMELEC as it executed the Mock Elections on February 6 of the same year followed by a Complete Systems review and Hardware test done by the Systest Labs on February 9.
	May 10, 2010, the automated elections came in full blast and were considered as a successful implementation of the Automated Elections with 99.06 % Random Manual Audit verification in time of the 2010 Presidential Elections.



RELEVANT LAWS

Relevant Laws

- Republic Act No. 8046 approved June 7, 1995 authorizing the COMELEC to conduct nationwide demonstration of a computerized election system and pilot - test in the March 1996 elections in the ARMM.
- Republic Act No. 8436 approved December 22, 1997 authorized the COMELEC to use an Automated Election System beginning in the May 11, 1998 national and local elections
- Republic Act No. 9369 approved January 23, 2007 amended RA 8436 by providing for systems requirements that are neutral – paper based or non-paper-based technology - appropriate and practical for the process of voting, counting of votes and canvassing/consolidation and transmittal of results of electoral exercises. RA 9469 defined the "Automated Election System" as a system using appropriate technology, which has been demonstrated in the voting, counting, consolidating, canvassing, and transmission of election results, and other electoral processes. Its purpose is to ensure the secrecy and sanctity of the ballot and all election, consolidation and transmission documents in order that the process shall be transparent and credible and that the results shall be fast, accurate and reflective of the genuine will of the people.





CHAPTER 3 WHO TO ELECT?

The election season in the Philippines is divided into three including the National (or also known as the Presidential elections), the Midterm Elections and the Barangay Elections. The National and Local Elections are held on the second Monday of May every third year from 1992 where the presidential and the vice presidential elections are held every six (6) years.

I. SUMMARY OF ROLES, RESPONSIBILITIES AND QUALIFICATIONS OF ELECTED OFFICIALS



PRESIDENT

The **President** of the Philippines is the Head of State and Head of Government and serves as the Commander - in - Chief of the Armed Forces of the Philippines. He / She is elected by direct vote by the people for a term of six (6) years which shall begin at noon on the thirtieth day of June following the day of the election and shall end at noon of the same date six years thereafter (Albano, 2009). As a rule, no president shall serve for more than six years and that he / she must not be eligible for any re - election (Sec. 4, Art. VII, 1987 Constitution).

The President of the Philippines has been vested to exercise the executive power (Sec. 2, Article VII, 1987 Constitution). As the Chief Executive, the President has the mandate of control over all the executive departments, bureaus, and offices.4

The Executive Branch of Government as well as his / her powers and qualifications are available on the Official Gazette Website. For more information, refer to http://www.gov.ph/about/gov/exec/.

In addition to the President's executive power, he / she is granted the following powers as specifically outlined in Executive Order No. 292, s. 1987 or otherwise known as the Administrative Code of 1987, to wit:

- 1. Power of control over the executive branch
- 2. Power of ordinance
- 3. Power over aliens or non Filipinos
- 4. Power of emminent domain, escheat, land reservation and recovery of ill-gotten wealth
- 5. Power of appointment
- 6. Power of general supervision over local governments
- 7. Other powers enumerated in the constitution and those which are given to him by law

Oualifications for the Office of the President

The qualifications of aspiring persons to be the President are outlined in Article VII, Section 2 of the 1987 Constitution. In order to qualify for the position, he / she must meet the following criteria:

- 1. A natural-born citizen of the Philippines;
- 2. A registered voter;
- 3. Able to read and write;
- 4. At least 40 years of age on the day of the election; and
- 5. Must have resided in the Philippines for at least ten (10) years immediately preceding the election.



VICE PRESIDENT

The Vice President of the Philippines is the second highest position to be elected during the national election. Same as with the President, the Vice President of the Philippines shall be elected by direct vote of the people for a term of six years which shall begin at noon on the thirtieth day of June next following the day of the election and shall end at noon of the same date six years thereafter (Sec. 4, Art. VII, 1987 Constitution). He/She may concurrently assume a cabinet position should the President offer the former. Aside from the cabinet post, the vice president is mandated to assume presidency in case of death, disability or resignation of the incumbent President.

Qualifications for the Office of the Vice President

The qualifications of aspiring persons to be the Vice President are outlined in Section 2, Article VII of the 1987 Constitution. In order to qualify for the position, he / she must meet the following criteria;

- 1. A natural-born citizen of the Philippines;
- 2. A registered voter;
- 3. Able to read and write:
- 4. At least 40 years of age on the day of the election; and
- 5. Must have resided in the Philippines for at least ten (10) years immediately preceding the election.



THE CONGRESS OF THE PHILIPPINES

The **Congress of the Philippines** is given the legislative power to enact, ordain, alter or modify, repeal or abrogate existing laws (Government of the Philippine Islands v. Springer [1927], 50 Phil., 376). It is responsible for making enabling laws and ensure that the spirit of the Constitution is upheld in the country.



The Congress is composed of the Senate and House of Representatives. The Senate shall be composed of twenty-four Senators who shall be elected at large by the qualified voters of the Philippines, as may be provided by law while the House of Representatives shall be composed of not more than 250 (unless otherwise fixed by law), 20 percent of whom must be Party-list representatives.

Powers of the Congress

- To enact laws, including appropriation and taxation measures;
- To act as Board of Canvassers for the presidential elections;
- To call for special elections for the presidency and the vice presidency;
- To declare the existence of a state of war and delegate emergency powers;
- To revoke or extend the privilege of the habeas corpus or the declaration of martial law;
- To concur in the presidential power to grant amnesty;
- To confirm certain appointments made by the President;

- To concur in treaties and international agreements;
- To conduct legislative investigations;
- To request heads of department to appear before it;
- To decide on the President's ability to discharge the duties of his office when majority of the Cabinet members dispute his declaration that no inability exists;
- To impeach the President, the Vice President, members of the Supreme Court, members of the constitutional commissions and the Ombudsman;
- To allow utilization of natural resources; and
- To propose amendments to the Constitution.

Oualifications of a Senator

- 1. A natural-born citizen of the Philippines;
- 2. At least thirty five (35) years old;
- 3. A registered voter;
- 4. Able to read and write; and
- 5. A resident of the Philippines for not less than two (2) years before election day

Qualifications of a Representative

- 1. A natural-born citizen of the Philippines;
- 2. At least twenty five (25) years old;
- 3. Able to read and write;
- 4. A registered voter and a resident for at least one (1) year in the district where he/she shall be elected with the exception of party - list representatives

THE LOCAL GOVERNMENT UNIT OF THE PHILIPPINES

The 1987 Constitution recognizes the importance of the local government units. As a matter of policy, it provides that "the State shall provide for a more responsive and accountable local government structure instituted through a system of decentralization whereby local government units shall be given more powers, authority, responsibilities, and resources."

The Local Government Code of 1991 provides for the creation of the Local Government Units (LGU) which shall enjoy genuine and meaningful local autonomy and powers, authority, responsibilities and resources towards the attainment of a self - reliant communities and becoming an effective partners in the attainment of the national goals of the government (Sec. 2, Chapter 1, Book I of the Local Government Code of the Philippines). Although supervised by the President of the Philippines (Sec.4) Article X of the 1987 Constitution), local governments enjoy relative autonomy from the national government by virtue of Republic Act No. 7160 otherwise known as "An Act Providing for a Local Government Code of 1991". The actions of the LGUs directly affect the ordinary citizen and provide them closer access with the local affairs as compared with the national government.

FUNCTIONS OF LOCAL GOVERNMENT UNITS

(Section 17, Republic Act No 7160: An Act Providing for the Local Government Code of 1991)

Local government units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code. Local government units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities enumerated herein.

Such basic services and facilities include, but are not limited to, the following:

I. For a Province

- 1. Agricultural extension and on-site research services and facilities which include the prevention and control of plant and animal pests and diseases; dairy farms, livestock markets, animal breeding stations, and artificial insemination centers; and assistance in the organization of farmers' and fishermen's cooperatives and other collective organizations, as well as the transfer of appropriate technology;
- Industrial research and development services, as well as the transfer of appropriate technology;
- Pursuant to national policies and subject to supervision, control and review of the DENR, enforcement of forestry laws limited to communitybased forestry projects, pollution control law, small-scale mining law, and other laws on the protection of the environment; and mini-hydro electric projects for local purposes;
- 4. Subject to the provisions of Title Five, Book I of this Code, health services which include hospitals and other tertiary health services;
- 5. Social welfare services which include pro grams and projects on rebel returnees and evacuees; relief operations; and, population development services;

- Provincial buildings, provincial jails, freedom parks and other public assembly areas, and other similar facilities;
- Infrastructure facilities intended to service the needs of the residents of the province and which are funded out of provincial funds including, but not limited to, provincial roads and bridges; inter-municipal waterworks, drainage and sewerage, flood control, and irrigation systems; reclamation projects; and similar facilities;
- Programs and projects for low-cost housing and other mass dwellings, except those funded by the Social Security System (SSS), Government Service Insurance System (GSIS), and the Home Development Mutual Fund (HDMF): Provided, That national funds for these programs and projects shall be equitably allocated among the regions in proportion to the ratio of the homeless to the population;
- Investment support services, including access to credit financing; 9.
- 10. Upgrading and modernization of tax information and collection services through the use of computer hardware and software and other means;
- 11. Inter-municipal telecommunications services, subject to national policy guidelines; and
- 12. Tourism development and promotion programs.

II. For a municipality

Extension and on-site research services and facilities related to agriculture and fishery activities which include dispersal of livestock and poultry, fingerlings, and other seeding materials for agua-culture; palay, corn, and vegetable seed farms; medicinal plant gardens; fruit tree, coconut, and

- other kinds of seedling nurseries; demonstration farms; quality control of copra and improvement and development of local distribution channels, preferably through cooperatives; inter-Barangay irrigation system; water and soil resource utilization and conservation projects; and enforcement of fishery laws in municipal waters including the conservation of mangroves;
- Pursuant to national policies and subject to supervision, control and review of the DENR, implementation of community-based forestry projects which include integrated social forestry programs and similar projects; management and control of communal forests with an area not exceeding fifty (50) square kilometers; establishment of tree parks, greenbelts, and similar forest development projects;
- 3. Subject to the provisions of Title Five, Book I of this Code, health services which include the implementation of programs and projects on primary health care, maternal and child care, and communicable and noncommunicable disease control services; access to secondary and tertiary health services; purchase of medicines, medical supplies, and equipment needed to carry out the services herein enumerated;
- 4. Social welfare services which include programs and projects on child and youth welfare, family and community welfare, women's welfare, welfare of the elderly and disabled persons; community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents, and victims of drug abuse; livelihood and other pro-poor projects; nutrition services; and family planning services;

- Information services which include investments and job placement 5. information systems, tax and marketing information systems, and maintenance of a public library;
- Solid waste disposal system or environmental management system and services or facilities related to general hygiene and sanitation;
- Municipal buildings, cultural centers, public parks including freedom parks, playgrounds, and sports facilities and equipment, and other similar facilities:
- Infrastructure facilities intended primarily to service the needs of the residents of the municipality and which are funded out of municipal funds including, but not limited to, municipal roads and bridges; school buildings and other facilities for public elementary and secondary schools; clinics, health centers and other health facilities necessary to carry out health services; communal irrigation, small water impounding projects and other similar projects; fish ports; artesian wells, spring development, rainwater collectors and water supply systems; seawalls, dikes, drainage and sewerage, and flood control; traffic signals and road signs; and similar facilities;
- 9. Public markets, slaughterhouses and other municipal enterprises;
- 10. Public cemetery;
- 11. Tourism facilities and other tourist attractions, including the acquisition of equipment, regulation and supervision of business concessions, and security services for such facilities; and
- 12. Sites for police and fire stations and substations and the municipal jail.

III. For a City

All the services and facilities of the municipality and province, and in addition thereto, the following:

- 1. Adequate communication and transportation facilities;
- 2. Support for education, police and fire services and facilities.

IV. For a Barangay

- 1. Agricultural support services, which include planting materials distribution system and operation of farm, produce collection and buying stations;
- Health and social welfare services which include maintenance of Barangay health center and day-care center;
- 3. Services and facilities related to general hygiene and sanitation, beautification, and solid waste collection;
- Maintenance of Katarungang Pambarangay;
- Maintenance of Barangay roads and bridges and water supply systems
- Infrastructure facilities such as multi-purpose hall, multipurpose pavement, plaza, sports center, and other similar facilities;
- 7. Information and reading center; and
- 8. Satellite or public market, where viable.

Source: Local Government Code of 1991

THE PROVINCIAL GOVERNOR

The **Provincial Governor**, the chief executive of the provincial government shall exercise and perform the following powers and duties:



- 1. Exercise general supervision and control over all programs, projects, services and activities of the provincial government: (a) direct the formulation
 - of the provincial development plan and (b) represent the province in all its business transactions and sign on its behalf all bonds, contracts, and obligations, upon authorization by the Sangguniang Panlalawigan;
- Enforce all laws and ordinances, and implement all approved policies, programs, projects, services and activities of the province in coordination with the component cities and municipalities, and the National Police Commission, formulate and implement the peace and order plan of the province; and
- Initiate and maximize the generation of sources and revenues, to be used for 3. the implementation of development plan, program objectives and priorities and provide efficient and effective property and supply management in the province.

THE PROVINCIAL VICE GOVERNOR

The Vice Governor shall exercise the powers and perform the duties and functions of the governor in cases of temporary vacancy as provided for in Section 46, Book I of the Local Government Code.



THE SANGGUNIANG PANI AI AWIGAN (PROVINCIAL BOARD)

The following are the functions, duties and powers of the Sangguniang Panlalawigan pursuant to Section 468 of the Local Government Code of 1991:

- Approve ordinances and pass resolutions necessary for an efficient and effective provincial government;
- Generate and maximize the use of resources and 2. revenues for the development plans, program objectives and priorities of the province as provided in Section 18 of the Code, with particular attention to agro-industrial development and country-wide growth and progress;



Subject to the provisions of Book II of the Code, grant franchises, approve the issuance of permits or licenses, or enact ordinances levying taxes, fees and charges upon such conditions and for such purposes intended to promote the general welfare of the inhabitants of the province, and pursuant to this legislative authority, shall fix and impose reasonable fees and charges for all

- services rendered by the Provincial Government to private persons or entities and regulate and fix the license fees for such activities as provided under the Code.
- 4. Approve ordinances which shall ensure the efficient and effective delivery of the basic services and facilities as provided for under Section 17 of RA 7160; and
- 5. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

COMPOSITION OF SANGGUNIANG PANLALAWIGAN (PROVINCIAL BOARD)

• Provincial Vice – Governor acting as the "Presiding Officer" generally without voting power except in cases to break a tie

Ex - Officio Members

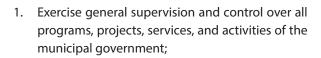
- President of the Provincial Chapter of the Liga ng mga Barangay
- President of the Provincial Federation of the Sangguniang Kabataan
- President of the Provincial Federation of the Sangguniang Panlungsod and the Sangguniang Bayan members from the Component Cities and Municipalities
- Indigenous People (IP) Representative pursuant to Republic Act 8371 (The Indigenous Peoples Act of 1997)

Additional Members pursuant to Local Government Code of 1991

• Election of 3 sectoral representatives (i.e. from women sector, agricultural or industrial sector and other sectors including the disabled, the urban poor or indigenous cultural committees)

THE MUNICIPAL/CITY MAYOR

The Municipal/City Mayor is the chief executive of the municipal/city government and shall perform the following duties and responsibilities:





- Enforce all laws and ordinances relative to the governance of the municipality and the exercise of its corporate powers provided for under Section 22 of this Code, implement all approved policies, programs, projects, services and activities of the municipality;
- Initiate and maximize the generation of resources and revenues, and apply the same to the implementation of development plans, program objectives and priorities as provided for under Section 18 of this Code, particularly those resources and revenues programmed for agro-industrial development and country-wide growth and progress;
- Ensure the delivery of basic services and the provision of adequate facilities as provided for under Section 17 of this Code; and
- Exercise such other powers and perform such other duties and functions as 5. may be prescribed by law or ordinance.

THE MUNICIPAL/CITY VICE MAYOR

The Municipal/City Vice Mayor shall exercise and perform the following powers and functions:

Be the presiding officer of the sangguniang bayan and sign all warrants drawn on the municipal treasury for all expenditures appropriated for the operation of the sangguniang bayan;



- Subject to civil service law, rules and regulations, appoint all officials and employees of the sangguniang bayan, except those whose manner of appointment is specifically provided in this Code;
- 3. Assume the office of the municipal mayor for the unexpired term of the latter in the event of permanent vacancy as provided for in Section 44, Book I of this Code;
- Exercise the powers and perform the duties and functions of the municipal mayor in cases of temporary vacancy as provided for in Section 46, Book I of this Code; and
- 5. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

THE SANGGUNIANG BAYAN (MUNICIPAL BOARD)

The Sangguniang Bayan/Municipal Board as the legislative body of the municipality, shall enact ordinances, approve resolutions and appropriate funds for the general welfare of the municipality and its inhabitants pursuant to Section 16 of the Code and in the proper exercise of the corporate powers of the municipality as provided for under Section 22 of the Code, and shall:



- Approve ordinances and pass resolutions necessary for an efficient and effective municipal government;
- Generate and maximize the use of resources and revenues for the development plans, program objectives and priorities of the municipality as provided for under Section 18 of this Code with particular attention to agroindustrial development and countryside growth and progress;
- Subject to the provisions of Book II of this Code, grant franchises, enact ordinances authorizing the issuance of permits or licenses, or enact ordinances levying taxes, fees and charges upon such conditions and for such purposes intended to promote the general welfare of the inhabitants of the municipality;
- Regulate activities relative to the use of land, buildings and structures within the municipality in order to promote the general welfare; and

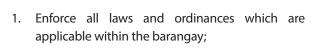
5. Approve ordinances which shall ensure the efficient and effective delivery of the basic services and facilities as provided for under Section 17 of this Code.

COMPOSITION OF SANGGUNIANG BAYAN(MUNICIPAL BOARD)

- Vice Mayor as the Presiding Officer
- Regular Sangguniang Members
- President of Municipal Chapter of the Liga ng mga Barangay
- President of the Pambayang Pederasyon ng mga Sangguniang Kabataan
- Three (3) Sectoral Representatives
 - One (1) from the Women
 - One (1) from the Agricultural or Industrial Workers
 - One (1) from other Sectors (including Urban Poor, Indigenous Cultural Communities, or disabled persons)

THE PUNONG BARANGAY (BARANGAY CAPTAIN)

The Punong Barangay/Barangay Captain is the chief executive of the barangay government and shall perform the following duties and responsibilities:





2. Negotiate, enter into, and sign contracts for and in behalf of the barangay, upon authorization of the sangguniang barangay;

- 3. Maintain public order in the barangay and, in pursuance thereof, assist the city or municipal mayor and the sanggunian members in the performance of their duties and functions:
- Call and preside over the sessions of the sangguniang barangay and the barangay assembly, and vote only to break a tie;
- Upon approval by a majority of all the members of the sangguniang barangay, appoint or replace the barangay treasurer, the barangay secretary, and other appointive barangay officials;
- Organize and lead an emergency group whenever the same may be necessary 6. for the maintenance of peace and order or on occasions of emergency or calamity within the barangay;
- In coordination with the barangay development council, prepare the annual executive and supplemental budgets of the barangay;
- Approve vouchers relating to the disbursement of barangay funds; 8.
- Enforce laws and regulations relating to pollution control and protection of the 9. environment;
- 10. Administer the operation of the Katarungang Pambarangay in accordance with the provisions of the Local Government Code;
- 11. Exercise general supervision over the activities of the sangguniang kabataan;
- 12. Ensure the delivery of basic services as mandated under Section 17 of the LGC;

- 13. Conduct an annual palarong barangay which shall feature traditional sports and disciplines included in national and international games, in coordination with the Department of Education, Culture and Sports (now Department of Education);
- 14. Promote the general welfare of the barangay; and
- 15. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance.

THE SANGGUNIANG BARANGAY (BARANGAY COUNCIL)

The Sangguniang Barangay/Barangay Council is the legislative body of the barangay and shall perform the following duties and responsibilities:

1. Enact ordinances as may be necessary to discharge the responsibilities conferred upon it by law or ordinance and to promote the general welfare of the inhabitants therein:



- 2. Enact tax and revenue ordinances, subject to the limitations imposed in Local Government Code of the Philippines;
- 3. Enact annual and supplemental budgets in accordance with the provisions of this Code:
- 4. Provide for the construction and maintenance of barangay facilities and other public works projects chargeable to the general fund of the barangay or such other funds actually available for the purpose;

- Submit to the sangguniang panlungsod or sangguniang bayan such suggestions or recommendations as it may see fit for the improvement of the barangay or for the welfare of the inhabitants thereof;
- Assist in the establishment, organization, and promotion of cooperative enterprises that will improve the economic condition and well-being of the residents:
- Regulate the use of multi-purpose halls, multi- purpose pavements, grain or copra dryers, patios and other post-harvest facilities, barangay waterworks, barangay markets, parking areas or other similar facilities constructed with government funds within the jurisdiction of the barangay and charge reasonable fees for the use thereof:
- Solicit or accept monies, materials and voluntary labor for specific public works and cooperative enterprises of the barangay from residents, land owners, producers and merchants in the barangay; monies from grants-inaid, subsidies, contributions, and revenues made available to the barangays from national, provincial, city or municipal funds; and monies from other private agencies and individuals: Provided, however, That monies or properties donated by private agencies and individuals for specific purposes shall accrue to the barangay as trust fund;
- Solicit or accept, in any or all the foregoing public works and cooperative 9. enterprises, such cooperation as is made available by national, provincial, city, or municipal agencies established by law to render financial, technical, and advisory assistance to barangays and to barangay residents: Provided, however, That in soliciting or accepting such cooperation, the sangguniang barangay need not pledge any sum of money for expenditure in excess

- of amounts currently in the barangay treasury or encumbered for other purposes;
- 10. Provide compensation, reasonable allowances or per diems as well as travel expenses for sangguniang barangay members and other barangay officials, subject to the budgetary limitations prescribed under Title Five, Book II of this Code: Provided, however, That no increase in the compensation or honoraria of the sangguniang barangay members shall take effect until after the expiration of the full term of all members of the sangguniang barangay approving such increase;
- 11. Hold fund-raising activities for barangay projects without the need of securing permits from any national or local office or agency. The proceeds from such activities shall be tax-exempt and shall accrue to the general fund of the barangay: Provided, That in the appropriation thereof, the specific purpose for which such fund-raising activity has been held shall be first satisfied: Provided, further, That no fund-raising activities shall be held within a period of sixty (60) days immediately preceding and after a national or local election, recall, referendum, or plebiscite: Provided, finally, That said fund-raising activities shall comply with national policy standards and regulations on morals, health, and safety of the persons participating therein. The sangguniang barangay, through the punong barangay, shall render a public accounting of the funds raised at the completion of the project for which the fund-raising activity was under-taken;
- 12. Authorize the punong barangay to enter into contracts in behalf of the barangay, subject to the provisions of this Code;
- 13. Authorize the barangay treasurer to make direct purchases in an amount not

- exceeding One thousand pesos (P1,000.00) at any one time for the ordinary and essential administrative needs of the barangay;
- 14. Prescribe fines in amounts not exceeding One thousand pesos (P1,000.00) for violation of barangay ordinances;
- 15. Provide for the administrative needs of the lupong tagapamayapa and the pangkat ng tagapagkasundo; Provide for the organization of community brigades, barangay tanod, or community service units as may be necessary;
- 16. Organize regular lectures, programs, or fora on community problems such as sanitation, nutrition, literacy, and drug abuse, and convene assemblies to encourage citizen participation in government;
- 17. Adopt measures to prevent and control the proliferation of squatters and mendicants in the barangay;
- 18. Provide for the proper development and welfare of children in the barangay by promoting and supporting activities for the protection and total development of children, particularly those below seven (7) years of age;
- 19. Adopt measures towards the prevention and eradication of drug abuse, child abuse, and juvenile delinquency;
- 20. Initiate the establishment of a barangay high school, whenever feasible, in accordance with law:
- 21. Provide for the establishment of a non-formal education center in the barangay whenever feasible, in coordination with the Department of Education:
- 22. Provide for the delivery of basic services; and

23. Exercise such other powers and perform such other duties and functions as may be prescribed by law or ordinance

COMPOSITION OF SANGGUNIANG BARANGAY (BARANGAY COUNCIL)

- Punong Barangay
- Seven (7) Sangguniang Barangay Members
- Sangguniang Kabataan Chairperson

THE SANGGUNIANG KABATAAN (SK)

The **Sangguniang Kabataan** is composed of a chairman, seven (7) members, a secretary and a treasurer. They shall perform the following duties and responsibilities:

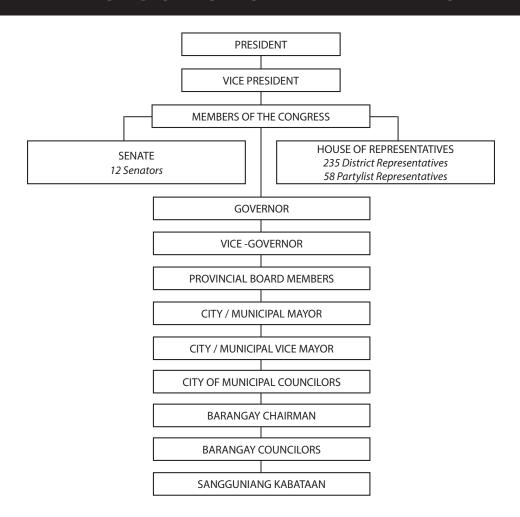
- 1. Promulgate resolutions necessary to carry out the objectives of the youth in the barangay;
- 2. Initiate programs designed to enhance the social, political, economic, cultural, intellectual, moral, spiritual and physical development of the members; and
- 3. Consult and coordinate with all youth organizations in the barangay for policy formulation and program implementation.



II. SUMMARY OF POSITIONS TO BE ELECTED IN THE NATIONAL, **MIDTERM AND BARANGAY ELECTIONS**

POSITIONS	TERMS OF OFFICE	WHEN ELECTED
President	6 Years	Every after 6 years
Vice President	6 Years	Every after 6 years
Senators**	6 Years	Every after 3 years
		**Half or 12
Representatives (including Party – List Representatives)	3 Years	Every after 3 years
Governor	3 Years	Every after 3 years
Vice Governor	3 Years	Every after 3 years
Sangguniang Panlalawigan (Provincial Board)	3 Years	Every after 3 years
Municipal / City Mayor	3 Years	Every after 3 years
Municipal / City Vice Mayor	3 Years	Every after 3 years
Sangguniang Bayan (Municipal Board)	3 Years	Every after 3 years
Punong Barangay (Barangay Captain)	3 Years	Every after 3 years
Sangguniang Barangay (Barangay Council)	3 Years	Every after 3 years
Sangguniang Kabataan	3 Years	Every after 3 years

ELECTED OFFICIALS IN THE PHILIPPINES





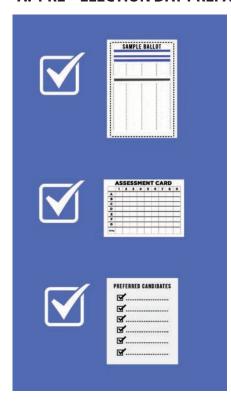
FIVE ELECTION YEARS FROM 2016



CHAPTER 4 ELECTION CHECK LIST

Before the election season starts, it is important that WE, voters must have an ELECTION CHECKLIST which will guide us in preparing ourselves before and during election season.

A. PRE – ELECTION DAY PREPARATIONS



- ☐ Candidate's List / Sample Ballot
- ☐ Candidate Assessment Card
 - Change Score Card
 - Solid Platform of the Candidate
 - 3. Past Accomplishments (if any)
 - Education Background, Work History or Leadership Track – record
 - 5. Programs or Policies (proposed if first time candidate & implemented *if recurring candidate)*
 - Stand on Issues (eq. RH Bill, BBL, Women and Childrens' Rights, Environment Sustainability, etc.)
 - 7. Candidate's Lifestlye
 - 8. Public Record
 - Compliance to Laws, Policies and Other Non – Corrupt Practices
- Final List of Preferred Candidates

B. ELECTION DAY PREPARATIONS



Election Essentials

Identification Card (ID) bearing COMPLETE NAME, ADDRESS and SIGNATURE (i. e. Voter's ID, Tax Identification Number (TIN) card, Social Security System (SSS) card / PhilHealth card, Passport)

- **Registration Stub**
- **Final Candidates Election Card**

Sources:

The 1987 Philippine Constitution
The Local Government Code of the Philippines (Republic Act No. 7160)
COMELEC Website

About Youth Vote Philippines



What is YouthVote?

YouthVotePhilippines is a network of progressive, reform-minded youth groups and organizations working toward voters' education and empowerment. It is an alliance pushing for a 2016 issue-based elections, using the Sustainable Development Goals of the United Nations Development Program (UNDP) known as the Global Goals (Sustainable Development Goals) as a framework, a baseline measure of human development. It is also a call-to-action for Filipino youth to become engaged and involved in nation building. It aims to develop online and on-the-ground programs and events that will give young Filipinos the power of the vote and a clear voice for their collective aspirations.

What do we do?

Its four-point program agenda consist of: 1) voters' registration; 2) on-the-ground voters' education and engagement; 3) an online portal for comprehensive candidate information; and 4) the development of a youth agenda for policymaking and action.

What do we want to achieve?

YouthVotePhilippines gives Filipinos, particularly the youth who comprise majority of the voting population, the tools to make an educated vote that they can stand for. The group aims to give credible and comprehensive information and does not and will not tell people whom to vote for.

How can young Filipinos help/join the campaign?

You and your friends can contribute by helping the campaign in various ways. You can start from registering and continuing by getting involved in our activities. Please like us on Facebook by searching YouthVote Philippines. You may also follow us on Twitter @yvoteph and subscribe to our Youtube Channel, youthvotephilippines. Visit our website at www.youthvotephilippines.com and leave your comments. Email us at youthvoteph2016@gmail.com for any inquiries or give your numbers and email addresses if you want to get involved and link up with other civic youth groups engaged in things that interest you.

Get involved!

We all have friends we like talking to. We belong to organizations and groups and barkadas. Our organizations work with other organizations. Organize a kwentuhan session for your organization and invite friends and members of other orgs you've worked with. Start with the question, "What do we love about (your province or city)?" and let the conversations take a life of their own.

When we realize what it is we love about our communities and our nation, it becomes something we would want to sustain and nurture. It also becomes easier to see what we do not want to happen. Your group may feel very strongly that elections and voting are two things that the youth and young professionals in your area can become involved in and you may already have activities you are doing for youth empowerment. YouthVote is more than willing to connect with you and find ways we can partner. Let's link up, start a conversation and see how we can help each other.

About Young Public Servants Inc.



YPS or Young Public Servants is a group of young dynamic individuals focused on promoting Good Governance and Democratic Citizenship among the youth. YPS believes that these elements are critical in developing a new, focused and dedicated generation of leaders. YPS works to establish the foundations of governance and citizenship not only through activities geared towards nation building but in everyday citizens' activities as well.

The objectives of the group are as follows:

- Increase awareness on Good Governance and Democratic Citizenship among the youth and the general public
- Be an influential and credible source of youth perspectives 2.
- Initiate dialogue and for a that may lead to policy reforms relevant to 3. the youth
- Undertake research relevant to understanding and establishing programs for the youth
- 5. Provide venues for the youth to voice their views and opinions on Good Governance and Democratic Citizenship