



Department of Education  
Region III  
**DIVISION OF ANGELES CITY**  
Jesus Street, Pulungbulu, Angeles City



**RELEASE**

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MAR 17 2017

By [Signature]  
Supt. Angeles City  
Division of City Schools

March 17, 2017

**DIVISION MEMORANDUM**

No. 102, s. 2017

**ADDENDUM TO DIVISION MEMORANDUM NO. 98, S. 2017**

*General Assembly of Angeles City Public School Teachers and Employees –  
Credit Cooperative (ACPSTE-CC)*

To: Public Elementary and Secondary School Heads  
Teaching and Non-teaching Members of the Cooperative

1. Attached is an addendum to Division Memorandum No. 98,s. 2017 entitled "*Election Guidelines*" relative to the Election of Board of Directors and Members of the Election and Audit Committee of the Angeles City Public School Teachers and Employees – Credit Cooperative (ACPSTE – CC), for information and guidance.
2. Dissemination of this Memorandum is desired.

[Signature]  
**LEILANI S. CUNANAN, CESO VI**  
Officer-in-Charge  
Office of the Schools Division Superintendent

*lynvlansangan/chiefsgod*

[Signature]  
**JOSEPH C. ALEGRE**

[Signature]  
**MARICANE L. SANTOS**

## ELECTION GUIDELINES

<sup>N</sup>  
GUIDELINES FOR CADIDATES FOR BOARD OF DIRECTORS AND MEMBERS OF THE  
ELECTION AND AUDIT COMMITTEE AS PRESENTED, AMENDED AND APPROVED  
LAST GENERAL ASSEMBLY DATED FEBRUARY 28, 2014

1. The candidate must be a member of good standing who –
  - a. Have paid the membership fee and value of at least fifty (50) shares worth P5,000;
  - b. Is not delinquent in the payment of his share capital subscriptions and other accounts or obligations;
  - c. Have not violated any provision of the by-laws, the terms and conditions of the subscription agreement; and the decisions, guidelines, rules and regulations promulgated by the Board of Directors and the General Assembly;
  - d. For BOD s/he must have attended the Pre-Membership Education Seminar (PMES) and within his/her term of office should be able to complete the necessary training on Basic Cooperative Course, Cooperative Management and Governance, Financial Management, Policy Management and Leadership and Values Orientation;
  - e. Participates in the affairs of the Cooperative and patronizes its businesses.
2. S/He must be a member in good standing for at least two (2) consecutive years prior to election.
3. S/He is not a member or officer of another cooperative of the same type in the same areas of operation.
4. S/He is not delinquent in the payment of his/her loan within the duration of paying period.
5. Not convicted of any crime pertaining to dishonesty or breach of contract such as estafa, embezzlement, extortion, forgery, malversation, swindling and theft and for other disqualifications stated in the By-Laws of the Cooperative.
6. S/He possesses the DAWIT quality – Dedication, Ability, Willingness, Integrity and Time.
7. Submit a Certificate of Candidacy form two weeks before the election to the office of the Cooperative on or before the date of The General Assembly. Attach Xerox copy/ies of Certificate Participation on seminar-workshops attended on cooperative matter under R.A. 9520.
8. Not meeting the above criteria will disqualify a candidate.
9. Qualified and disqualified candidates will be notified in writing, and be published in the Coop Bulletin Board

*Javier Nacpil*

JAVIER NACPIL  
Chairman, Election Committee

*Joseph C. Alegre*

JOSEPH C. ALEGRE  
Secretary

*Maricane L. Santos*  
MARICANE L. SANTOS  
Member

Date: March 10, 2017

## VACANT POSITIONS

- 2 BOARD OF DIRECTORS
- 3 ELECTION COMMITTEE &
- 3 AUDIT & INVENTORY COMMITTEE

1. CERTIFICATE OF CANDIDACY are available at the ACPSTE. CC Office;
2. Deadline for filing of candidacy is on March 22, 2017 5:00 PM.

*Manuel L. V. Duena*  
MANUEL LUIS V. DUENAS  
General Manager