



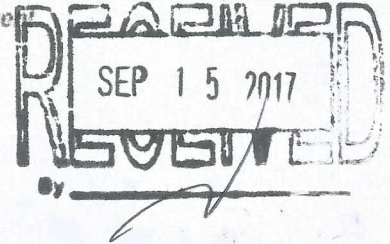
LEILANI S. CUNANAN, CESO VI
OIC- Schools Division Superintendent



Republic of the Philippines
COMMISSION ON ELECTIONS

Intramuros, Manila
Education and Information Department

DepED Angeles City
Division of City Schools



PRESS RELEASE

Ref: James Arthur B. Jimenez
Director IV, Education and Information Department
Commission on Elections
Tel. No. (+632) 525-9294
Date: September 6, 2017

**Filing of COCs for the Barangay and SK polls to begin
September 23**

The Commission on Elections (COMELEC) announced today that the filing of Certificates of Candidacy (COCs) in connection with the October 23, 2017 Barangay and Sangguniang Kabataan Elections will start on September 23, 2017 and will end on September 30, 2017.

For the upcoming Barangay and Sangguniang Kabataan elections, the COMELEC said, one (1) *Punong Barangay* and seven (7) Members of the *Sangguniang Barangay* will be elected. Meanwhile, for the youth council, one (1) Chairperson and seven (7) members of the *Sangguniang Kabataan* will be elected.

The qualifications for *Punong Barangay* and Members of the *Sangguniang Barangay* are as follows:

- a) A citizen of the Philippines;
- b) A registered voter in the Barangay where he intends to be elected;
- c) A resident therein for at least one (1) year immediately preceding the day of the election;
- d) Able to read and write Filipino or any other local language or dialect; and
- e) At least 18 years of age on Election Day.

For the *Sangguniang Kabataan* council, hereunder are the qualifications:

- a) A citizen of the Philippines;
- b) A qualified voter of the *Katipunan ng Kabataan* (KK);
- c) A resident of the Barangay for not less than one (1) year immediately preceding the day of the elections;
- d) At least eighteen (18) years but not more than twenty four (24) years of age on the day of the elections;
- e) Able to read and write Filipino, English or the local dialect;
- f) Must not be related within the 2nd civil degree of consanguinity or affinity to any incumbent elected national official or to any incumbent elected regional, provincial, city, municipal or Barangay official in the locality where aspirant seeks to be elected; and
- g) Must not have been convicted by final judgment of any crime involving moral turpitude.

The COCs shall be filed at the Office of the Election Officer of the City, Municipality or District where the aspirant seeks to be elected.

The Campaign Period for the October 23, 2017 Barangay and Sangguniang Kabataan Elections will run from October 13, 2017 until October 21, 2017, the COMELEC said.

#BSKE2017 Election Period

Meanwhile, the Election Period for the Barangay and SK polls is set from September 23, 2017 until October 30, 2017. During such time, the carrying of firearms and other deadly weapons; use of security personnel or body guards by candidates; transfer or detail of officers and employees in the civil service including public school teachers; suspension of any elective provincial, city, municipal or Barangay officer, are prohibited. ###



EXCERPT FROM THE MINUTES OF THE REGULAR EN BANC
MEETING OF THE COMMISSION ON ELECTIONS
HELD ON SEPTEMBER 5, 2017

Present:

Chairman J. Andres D. Bautista
Commissioner Christian Robert S. Lim
Commissioner Al A. Parreño
Commissioner Luie Tito F. Guia
Commissioner Arthur D. Lim
Commissioner Sheriff M. Abas

On Leave:

Commissioner Ma. Rowena Amelia V. Guanzon

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17-0488

**IN THE MATTER OF THE PROPOSED REVISED TIMELINES IN CONNECTION
WITH THE OCTOBER 23, 2017 BARANGAY AND SANGGUNIANG KABATAAN
ELECTIONS (BSKE); AND RESETTING OF THE SCHEDULE FOR THE
VERIFICATION OF PCVL/EDCVL AND THE POSTING OF THE PCVL**

The Commission **RESOLVED**, as it hereby **RESOLVES**, as follows:

1. To **approve** the hereto attached proposed revised Timelines in connection with the October 23, 2017 Barangay and Sangguniang Kabataan Elections (BSKE), submitted by Atty. Teopisto E. Elnas, Jr., Director IV, Election and Barangay Affairs Department (EBAD) and made integral part of this Resolution; and
2. To **reset** the schedule for the following:
 - a) Verification of PCVL/EDCVL - **September 25, 2017**
 - b) Posting of the PCVL - **September 29, 2017**

Let the Office of the Deputy Executive Director for Operations (ODEDO) implement this Resolution, and to give it the **widest dissemination** possible.

SO ORDERED.

[Signature of J. Andres D. Bautista]
J. ANDRES D. BAUTISTA
Chairman

[Signature of Christian Robert S. Lim]
CHRISTIAN ROBERT S. LIM
Commissioner

[Signature of Luie Tito F. Guia]
LUIE TITO F. GUIA
Commissioner

(On Leave) *[Signature of Ma. Rowena Amelia V. Guanzon]*
MA. ROWENA AMELIA V. GUANZON
Commissioner

[Signature of Al A. Parreno]
AL A. PARRENO
Commissioner

[Signature of Arthur D. Lim]
ARTHUR D. LIM
Commissioner

[Signature of Sheriff M. Abas]
SHERIFF M. ABAS
Commissioner

Cc: Chairman
All Commissioners
Executive Director
Deputy Executive Director for Operations
Deputy Executive Director for Administration
All Departments/Offices

**OCTOBER 23, 2017 SYNCHRONIZED BARANGAY ANDS SANGGUNIANG KABATAAN ELECTIONS (SK) ELECTIONS
TIMELINES**

No.	ACTIVITY	START	FINISH	OPR	REMARKS
1	Activation of Working Committees	February 21, 2017	October 30, 2017	ODEDO/En Banc	
2	Drafting and approval of resolutions and procedures to govern the conduct of 2017 BSKE	February 21, 2017	May 31, 2017	En Banc	
3	Submit to en banc allocation of forms and supplies	March 7, 2017	March 14, 2017	Allocation Committee	
4	Procure election forms and supplies	March-17	August-17	BAC	
5	Register voters for barangay and sangguniang kabataan elections			OEO	
	2.1 File applications for registration of voters for barangay and sangguniang kabataan elections	November 7, 2016	April 29, 2017	OEO	
	2.2. File oppositions to applications for registration	May 2, 2017	May 8, 2017	Concerned Voters/OEO	
	2.3. Post notice of hearing and list of applicants	April 29, 2017	May 1, 2017	OEO/ERB	
6	Approve or disapprove applications for registration	May 15, 2017	May 19, 2017	OEO/ERB	
7	Post list of approved and disapproved applications	May 16, 2017	May 22, 2017	OEO/ERB	
8	Prepare Project of Precincts (POP)	May 16, 2017	May 30, 2017	OEO	
9	Submit POP to EBAD	As soon as available	May 31, 2017	OEO/OPES/ORED	
10	Submit SNPDAT to ITD	As soon as available	May 31, 2017	OEO/ITD	
11	Verify POPs	May 16, 2017	July 1, 2017	EBAD	
12	Submit verified and consolidated POPs to en banc	Immediately after verification and consolidation	June 30, 2017	EBAD	
13	Approve final allocation of election forms and supplies	March 21, 2017	March 21, 2017	EN BANC	
14	Preparation of Packing List	June 30, 2017	October 15, 2017	Allocation Committee	
15	Packing of Available and/or recycled non-accountable forms and supplies	July 1, 2017	September 15, 2017	Packing and Shipping Committee	

No.	ACTIVITY	START	FINISH	OPR	REMARKS
16	Coordinate with PNP and AFP re security coverage for the election.	July 18, 2017	October-17	ODEDO/EBAD	
17	Print Ballots	August 13, 2017	October 9, 2017	Printing Committee/NPO	
18	Print ERs and Other Accountable Forms	August 25, 2017	September 30, 2017	Printing Committee/NPO	
19	Receive and verify Ballots	August 15, 2017	October 15, 2017	Reception and Verification Committee	
20	Receive and verify ERS and Other Accountable Forms	August 28, 2017	October 10, 2017	Reception and Verification Committee	
21	Packing of Ballots	August 17, 2017	October 18, 2017	Packing and Shipping Committee	
22	Packing of ERs and Other accountable forms	September 1, 2017	October 13, 2017	Packing and Shipping Committee	
23	Shipment of Ballots	October 9, 2017	October 20, 2017	Packing and Shipping Committee	
24	Shipment of ERs and Other accountable forms	October 9, 2017	October 20, 2017	Packing and Shipping Committee	
25	Brief REDs on conduct of elections (one day briefing on any day)	September 4, 2017	September 8, 2017	ODEDO/PD	
26	Receive and verify forms and supplies (Non-Accountable)	September 10, 2017	October 7, 2017	Reception and Verification Committee	
	26.1 Ballot Secrecy Folder and other Non-Accountable Forms and supplies that does not require 100% verification	September 10, 2017	September 15, 2017	Reception and Verification Committee	
	26.2 100% verification of Plastic Security Seal, Indelible Ink, Paper Seal, Padlock with Keys, Ballpens	September 10, 2017	October 8, 2017	Reception and Verification Committee	
27	Packing of Non-accountable Forms and Supplies	September 10, 2017	October 12, 2017	Packing and Shipping Committee	
28	Shipment of non-accountable forms and supplies	September 10, 2017	October 20, 2017	Packing and Shipping Committee	
29	Verification, Allocation and Packing of Canvassing Form	September 1, 2017	September 30, 2017	Allocation Committee	
30	Election Period	September 23, 2017	October 30, 2017		
31	Packing and Shipment of additional forms and supplies due to lacking and/or misdelivered allocation, if any (Based on joint report of C/MTO and OEOs)	October 16, 2017	October 22, 2017	Packing and Shipping Committee	
32	Prepare and print Barangay PCVL & EDCVL, SK EDCVL & PCVL	As soon as ready (ASAR)	September 9, 2017	ITD/OEO	
33	File petition for inclusion of voters	Anytime	July 9, 2017 (Sunday)	Concerned Voters	
34	File petition for exclusion of voters	Anytime	July 14, 2017 (Friday)	Concerned Voters	
35	Verification and Certification of List of Voters (EDCVL and PCVL)	As soon as ready (ASAR)	September 25, 2017	ERB	
36	Post Barangay PCVL and SK PCVL	As soon as ready (ASAR)	September 29, 2017	OEO	

No.	ACTIVITY	START	FINISH	OPR	REMARKS
37	Constitute Members of the Board of Election Tellers (BETs) and Barangay Board of Canvassers (BBOCs)	August 23, 2017	August 30, 2017	OEO	
38	Brief PES on the conduct of elections	October 2, 2017	October 6, 2017	ORED	
39	Brief EOs on the conduct of elections (on any day)	October 9, 2017	October 15, 2017	OPES	
40	Brief BETs and BBOCs (on any day)	October 16, 2017	October 22, 2017	OEO/BET/BBOC	
41	File certificates of candidacy	September 23, 2017	September 30, 2017	OEO	
	41.1 Prepare certified consolidated list of candidates	October 1, 2017	October 2, 2017	OEO	
	41.2 Submit list of candidates and other documents to OPES	October 3, 2017	October 4, 2017	OEO	
	41.3 Submit list of candidates and other documents to ERSD	October 5, 2017	October 7, 2017	OPES	
	41.4 Post certified list of candidates	As soon as available	October 12, 2017	OEO	
42	Campaign period	October 13, 2017	October 21, 2017	OEO	
43	Holding of barangay assemblies and candidates fora	October 13, 2017	October 21, 2017	OEO	
44	Verify forms and supplies at municipal level	Upon receipt of forms and supplies		M/CTO/OEO/EWCs	
45	Cast votes	October 23, 2017 (7:00 o'clock a.m.)	October 23, 2017 (3:00 o'clock p.m.)	VOTERS/BET/OEO	
46	Count votes	October 23, 2017 (3:00 o'clock p.m.)	Until Finished	OEO/BET	
47	Canvass returns and proclaim winning candidates	Immediately upon submission of ERs by BETs	Until Finished	OEO/BET/BBOC	
48	Submit to ERSD certified list of votes obtained by each candidate	October 25, 2017	November 8, 2017	OEO/ERSD	
49	Remind/advise candidates of their obligation to file their SOCEs	Anytime after election	October 27, 2017	OEO	
50	File Statements of Contributions and Expenditures (SOCE)	As soon as available	November 22, 2017 (30 days after election)	candidates/OEO/OPES/ORED, NCR/CFO	
51	Send duplicate copies of SOCEs from OEO to OPES thence to CFO			OEO/CFO	
52	Prepare report on the conduct of the SK elections	On any day	December 31, 2017	EID	



Republic of the Philippines
COMMISSION ON ELECTIONS
Manila

**REVISED CALENDAR OF
ACTIVITIES AND
PERIODS OF CERTAIN
PROHIBITED ACTS IN
CONNECTION WITH THE
OCTOBER 23, 2017
SYNCHRONIZED
BARANGAY AND
SANGGUNIANG
KABATAAN (SK)
ELECTIONS**

BAUTISTA, J. Andres D.,
LIM, Christian Robert S.,
PARRENO, AI A.,
GUIA, Luie Tito F.,
LIM, Arthur D.,
GUANZON, Ma. Rowena Amelia V.,
ABAS, Sheriff M.,

Chairman
Commissioner
Commissioner
Commissioner
Commissioner
Commissioner

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Promulgated: August 11, 2017

RESOLUTION NO. 10191

WHEREAS, on March 28, 2017, the Commission on Elections promulgated Resolution No. 10177 entitled "CALENDAR OF ACTIVITIES AND PERIODS OF CERTAIN PROHIBITED ACTS IN CONNECTION WITH THE OCTOBER 23, 2017 SYNCHRONIZED BARANGGAY SANGGUINIANG KABATAAN (SK) ELECTIONS";

WHEREAS, due to supervening events, there is a need to revise the calendar of activities mainly on: 1) the last day for the ERB to certify and seal the List of Voters for the *barangay* and *sangguniang kabataan* elections; and 2) the last day to post the *barangay* and *sangguniang kabataan* Computerized Voter's List (CVL). Sec. 30, R.A.8189 in relation to Sec.29, R.A.6646), **WHILE THE REST OF THE ACTIVITIES SHALL REMAIN AS SCHEDULED;**

NOW, THEREFORE, the Commission on Elections, pursuant to the powers vested in it by the Constitution of the Republic of the Philippines, the Omnibus Election Code (BP Blg. 881), Republic Act No. 6646, 9164, 9340, 10632, 10656, 10742, 10923 and other election laws, **RESOLVED**, as it hereby **RESOLVES**, to revise the calendar of activities and periods of certain prohibited acts in connection with the October 23, 2017 synchronized *barangay* and *sangguniang kabataan* (SK) elections, to wit:

DATE/PERIOD	ACTIVITIES	PROHIBITED ACTS
November 7, 2016 (MON) to April 29, 2017 (SAT)	Filing of: (1) applications for registration of voters for the <i>barangay</i> elections; and (2) applications for membership to the	

Katipunan ng Kabataan
(KK).

May 1, 2017 (MON)	Last day to post notice of hearing with list of applicants
May 8, 2017 (MON)	Last day to file opposition to the applications for: (1) registration as voters for the <i>barangay</i> elections; and (2) membership to the <i>Katipunan ng Kabataan</i> .
May 15, 2017 (MON) to May 19, 2017 (FRI)	Approval or disapproval of applications for: (1) registration as voters for the <i>barangay</i> elections; and (2) membership to the <i>Katipunan ng Kabataan</i> .
May 22, 2017 (MON)	Last day to post the list of approved and disapproved applications for: (1) registration as voters for the <i>barangay</i> elections; and (2) membership to the <i>Katipunan ng Kabataan</i> .
July 9, 2017 (SUN)	Last day to file petition for inclusion of voters (Sec. 34, R.A. 8189 in relation to Sec. 29, R.A. 6646).
July 14, 2017 (FRI)	Last day to file petition for exclusion of voters. (Sec. 35, R.A. 8189 in relation to Sec. 29, R.A. 6646).
September 11, 2017 (MON)	Last day for the ERB to certify and seal the List of Voters for the <i>barangay</i> and <i>sangguniang kabataan</i> elections.
September 15, 2017 (FRI)	Last day to post the <i>barangay</i> and <i>sangguniang kabataan</i> Computerized Voters' Lists (CVL). (Sec. 30, R.A. 8189 in relation to Sec. 29, R.A. 6646).

August 23, 2017 (WED) to August 30, 2017 (WED) Period to constitute the members of the Board of Election Tellers (BETs) and Barangay Boards of Canvassers (BBOC).

August 24, 2017 (THU) to November 22, 2017 (WED)

Illegal release of prisoners before and after election. (Sec. 261 (n), OEC).

September 23, 2017 (SAT) to October 30, 2017 (MON) **ELECTION PERIOD**

Alteration of territory of a precinct or establishment of a new precinct. (Sec. 5, R.A. 8189).

Carrying of firearms or other deadly weapons (Sec. 32, R.A. 7166).

Use of security personnel or bodyguards by candidates (Sec. 33, R.A. 7166).

Coercing, threatening, intimidating or terrorizing any election official or employee in the performance of his election functions or duties. [Sec. 261 (f), OEC]. *(NOTE: Until proclamation of winning candidates)*

Transfer or detail of officers and employees in the civil service including public school teachers. (Sec. 261 (h), OEC).

Organizing or maintaining reaction forces, strike forces or similar forces. (Sec. 261 (u), OEC).

Suspension of any elective provincial, city, municipal or barangay officer. (Sec. 261 (x), OEC).

September 23, 2017 (SAT) to September 30, 2017 (SAT) Filing of Certificates of Candidacy (Sec. 7, R.A. 6679) in relation to Sec. 29, R.A. 6646

Last day to issue notice of inspection and verification of the completeness of the Voters' Registration Records (VRRs) and sealing of the Book of Voters for each *barangay* and *sangguniang kabataan* precinct. (Sec. 31, R.A. 8189 in relation to Sec. 29, RA.6646).

Inspection and verification of completeness of the Voters' Registration Records (VRRs) and sealing of the Book of Voters for each *barangay* and *sangguniang kabataan* precinct. (Sec. 31, R.A. 8189 in relation to Sec. 29, R.A. 6646).

September 23, 2017 (SAT)

Vote-buying and vote-selling [Sec. 26 (a), OEC].

September 23, 2017 (SAT) until proclamation of winning candidates

Wagering upon result of election. [Sec. 261 (c), OEC].

September 23, 2017 (SAT) to October 23, 2017 (MON)

Raising of funds thru dances, lotteries, cockfights, etc. (Sec. 97, OEC.)

October 13, 2017 (FRI) to October 21, 2017 (SAT) **CAMPAIGN PERIOD** (Sec. 7, R.A. 6679)

Removing, destroying, obliterating, defacing, tampering or preventing distribution of lawful election propaganda. (Sec. 83, OEC).

Holding of *barangay*
assemblies and
candidates' *fora*. (Sec.
47, OEC

Making any donation or
gift in cash or in kind.
(Sec. 104, OEC). (Note:
prohibition includes the
day before election and
election day).

Appointing or using
special policemen,
special/ confidential
agents or the
like. (Sec. 261 (m), OEC).
(Note: prohibition
includes the day before
election and election
day).

Using armored land,
water or air craft (Sec.
261 (r), OEC). (Note:
prohibition includes the
day before election and
election day).

Policemen and provincial
guards acting as
bodyguards or security
guards of public officials
or candidates. [Sec. 261
(t), OEC] (NOTE:
*Prohibited on the day
before and on election
day*)

October 13, 2017 (FRI)
to October 22, 2017
(SUN)

Construction or
maintenance of
barangay funded roads
and bridges (Sec. 3,
R.A. 6679) as amended
by Sec. 4, R.A. 10923.

Appointment or hiring
of new employees,
creation of new
position, promotion,
giving of salary
increases, remuneration
or privileges. (Sec. 261
(g), OEC) as amended by
Sec. 5 of R.A. No.
10923.

October 22, 2017 (SUN)

EVE OF ELECTION

Campaigning (Sec. 3, OEC).

Selling, furnishing, offering, buying, serving or taking intoxicating liquor, etc., (Sec. 26 1 (dd), OEC).

Giving, accepting free transportation, food, drinks and things of value (Sec. 89, OEC).

(Note: Acts mentioned in the three preceding paragraphs are prohibited until election day).

October 23, 2017 (MON)

ELECTION DAY

Casting of votes (From 7:00 o'clock a.m. to 3:00 o'clock p.m.) (Sec. 190, OEC)

Campaigning (Sec. 3, OEC).

Using the voter's affidavit of another for the purpose of voting, whether or not he actually succeeds in voting. [Sec. 261 (y) (10), OEC].

Destroying, substituting, or taking away from the possession of those having legal custody thereof, or from the place where they are legally deposited, any election form or document or ballot box which contains official ballots or other documents used in the election. [Sec. 261 (z) (12), OEC]. *(NOTE: May be committed before or even after election day)*

Counting and
canvassing of votes and
proclamation of winning
candidates immediately
after 1:00 o'clock p.m.

Voting more than once or
in substitution of another
(Sec. 261 (z) (2) and (3),
OEC).

Soliciting votes or
undertaking any
propaganda for or against
any candidate within the
polling place or within
thirty (30) meters thereof.
(Sec. 261 (cc), (6), OEC).

Selling, furnishing,
offering, buying, serving
or taking intoxicating
liquor, etc. (sec. 261, (dd),
OEC).

Opening of booths or
stalls for the sale, etc. of
wares, merchandise or
refreshments within
thirty (30) meters radius
from the polling place
(Sec. 261, (dd) (2), OEC).

Giving, accepting free
transportation, food,
drinks and things of
value (Sec. 89, OEC).

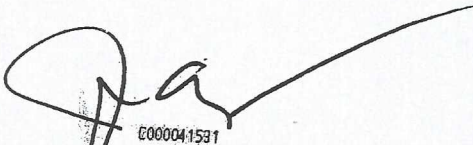
Holding of fairs,
cockfights, boxing, horse
races or similar sports
(Sec. 261 (dd), (3), OEC).

November 22, 2017 Last day to file
(WED) Statements of
Contributions and
Expenditures (SOCE)
(Sec. 14, R.A. 7166).

The Education and Information Department shall disseminate copies of this Resolution, and shall cause its publication in two daily newspapers of general circulation in the Philippines.

This Resolution shall take effect on the seventh (7th) day after its publication in two (2) daily newspapers of general circulation in the Philippines.

SO ORDERED.



J. ANDRES D. BAUTISTA
Chairman



CHRISTIAN ROBERT S. LIM
Commissioner



AL A. PARREÑO
Commissioner



LUIS TITO F. GUIA
Commissioner



ARTHUR D. LIM
Commissioner



MA. ROWENA AMELIA V. GUANZON
Commissioner



SHERIFF M. ABAS
Commissioner



Republic of the Philippines
COMMISSION ON ELECTIONS
Intramuros, Manila

**GUIDELINES ON THE FILING OF
CERTIFICATES OF CANDIDACY
IN CONNECTION WITH THE
OCTOBER 23, 2017
SYNCHRONIZED BARANGAY
AND SANGGUNIANG
KABATAAN ELECTIONS.**

Bautista, J.A.D., *Chairman*
Lim, C.R.S., *Commissioner*
Parreño, A.A., *Commissioner*
Guia, L.T.F., *Commissioner*
Lim, A.D., *Commissioner*
Guanzon, M.R.A.V., *Commissioner*
Abas, S.M., *Commissioner*

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Promulgated: September 13, 2017

RESOLUTION NO. 10196

The Commission on Elections, by virtue of the 1987 Constitution, the Omnibus Election Code, Republic Act Nos. 7160, 9164, 9340 and 10742, 10173, 10656, 10923 and other election laws, hereby **RESOLVED** as it hereby **RESOLVES** to promulgate the following guidelines on the filing of Certificates of Candidacy (COCs) in connection with the October 23, 2017 *Synchronized Barangay and Sangguniang Kabataan Elections*.

SECTION 1. Officials to be Elected. - The officials to be elected in each Barangay are the following:

- a) For the *Barangay* Elections: One (1) *Punong Barangay* and seven (7) Members of the *Sangguniang Barangay* (SB).
- b) For the *SK* Elections: One (1) Chairperson and seven (7) Members of the *SK*.

SECTION 2. Qualifications for Punong Barangay and Member, Sangguniang Barangay (SB)¹. –

- a) A citizen of the Philippines;
- b) A registered voter in the *Barangay* where he intends to be elected;
- c) A resident therein for at least one (1) year immediately preceding the day of the election;
- d) Able to read and write Filipino or any other local language or dialect; and
- e) At least 18 years of age on election day;

SECTION 3. Qualifications for Chairperson and Member, SK². –

- a) A citizen of the Philippines;
- b) A qualified voter of the *Katipunan ng Kabataan (KK)*;
- c) A resident of the *Barangay* for not less than one (1) year immediately preceding the day of the elections;
- d) At least eighteen (18) years but not more than twenty four (24) years of age on the day of the elections;
- e) Able to read and write Filipino, English or the local dialect;
- f) Must not be related within the 2nd civil degree of consanguinity or affinity to any incumbent elected national official or to any incumbent elected regional, provincial, city, municipal, or *barangay* official in the locality where aspirant seeks to be elected.
- g) Must not have been convicted by final judgment of any crime involving moral turpitude.

SECTION 4. Certificate of Candidacy. – No person may run for the position of *Punong Barangay*, *SB Member*, *Chairperson*, or *SK Member* unless such aspirant accomplishes a sworn COC in the form prescribed by the Commission.

No person shall be eligible to run for more than one office to be filled in the same election.

SECTION 5. Effect of Filing a COC for More Than One Office.

- An aspirant who files a COC for more than one office shall not be eligible for any of them. However, the aspirant may personally, or *vph*

¹ Section 39 (a) and (e) of B.P. Blg. 881, otherwise known as the Local Government Code of 1991, as amended

² Section 10 of Republic Act No. 10742 otherwise known as the Sangguniang Kabataan Reform Act of 2015

through an authorized representative, file with the Office of the Election Officer concerned, a sworn Statement of Cancellation to maintain the desired office and cancel the COC for the other office or office/s, stating the reasons therefor, before the expiration of the period for the filing of COC.

SECTION 6. Contents and Form of Statement of Cancellation if Not Personally Filed. - An aspirant or an authorized representative of an aspirant, may file the Statement of Cancellation, provided that the authorized representative shall present an originally signed Authority to Submit Statement of Cancellation. The originally signed Authority to Submit Statement of Cancellation shall be under oath and containing the specimen signature of both the principal and the agent.

Sample forms of the *Statement of Cancellation* and *Authority to Submit Statement of Cancellation* are attached as *Annexes "A" and "A-1"*, respectively.

SECTION 7. Contents³ and Forms of Certificate of Candidacy.
- The COC shall be under oath and shall state:

I. Common Contents

- a) office aspired for;
- b) name of the aspirant;
- c) age;
- d) sex;
- e) civil status;
- f) place and date of birth;
- g) citizenship;
- h) execution of a sworn renunciation of foreign citizenship (if applicable);
- i) if married, the name of the spouse;
- j) address for election purposes;
- k) legal residence, giving the exact address and the number of years residing in the *Barangay* where the aspirant intends to be elected up to the day before the election;
- l) the barangay, city or municipality and province where the aspirant is a registered voter;
- m) profession or occupation;
- n) that the aspirant is eligible for said office;

³ Section 74, B.P. Blg. 881 otherwise known as the Omnibus Election Code

- o) that aspirant is not a member of any political party, group or coalition of political parties;
- p) that the aspirant is not a permanent resident or an immigrant to a foreign country;
- q) that the aspirant will file, with the Commission, within 30 days after Election Day, a full, true and itemized Statement of Contributions and Expenditures (SOCE) in connection with the election;
- r) that the aspirant will support and defend the Constitution of the Republic of the Philippines and will maintain true faith and allegiance thereto;
- s) that the aspirant will obey the laws, legal orders, decrees, resolutions, rules and regulations promulgated and issued by the duly-constituted authorities;
- t) that the aspirant assumes the foregoing obligations voluntarily without mental reservation or purpose of evasion;
- u) that the aspirant gives consent to the processing of the information stated herein by the commission on elections for election and other purposes as may be provided by law, such as B.P. Blg. 881 and R.A. No. 10173 also known as the Data Privacy Act of 2012, among others;
- v) that the facts stated in the certificate are true and correct to the best of the aspirant's knowledge;

II. Contents⁴ applicable only to SK Positions

- a) that aspirant is a qualified voter of the *Katipunan ng Kabataan* of the Barangay he seeks to be elected;
- b) that aspirant is not related within the 2nd civil degree of consanguinity or affinity to any incumbent elected national official or to any incumbent elected regional, provincial, city, municipal, or *Barangay* official in the locality where aspirant seek to be elected to; and
- c) that aspirant is not convicted by final judgment of any crime involving moral turpitude.

Unless there was an official change of name through a court-approved proceeding, an aspirant shall use in the COC: (1) the name registered in the Office of the Local Civil Registrar; (2) the name by which such aspirant has been baptized; or (3) any other name under

⁴ Pursuant to Section 10 of Republic Act No. 10742 otherwise known as the Sangguniang Kabataan Reform Act of 2015

the provisions of existing law or in the case of a Muslim, a Hadji name after performing the prescribed religious pilgrimage. However, when there are two or more aspirants for an office with the same name and surname, each aspirant, shall need to state a paternal and maternal surname, except the incumbent who may continue to use the name and surname stated in the COC when last elected.

An aspirant may include one nickname or stage name by which aspirant is generally or popularly known in their locality; Provided, that no aspirant shall use the nickname or stage name of another. Only one nickname or stage name shall be considered.

An aspirant shall also affix a passport-size photograph taken within the last six months; and at the aspirant's option, a bio-data and program of government not exceeding 100 words.

A P15.00 documentary stamp shall be attached to the COC.

The COC shall be sworn before a Notary Public or any official authorized to administer oath.

The forms of the COC are attached as *Annexes "B" to "B-3"*, respectively.

SECTION 8. Where to File Certificate of Candidacy. - The COC shall be filed in THREE (3) LEGIBLE COPIES with the Office of the City/Municipal Election Officer having jurisdiction over the Barangay where the aspirant seeks to be elected.

In cities/municipalities where there are two or more Election Officers, the COC shall be filed with the Office of the Election Officer of the District having jurisdiction over the aspirant's *Barangay*.

Any COC filed with the incorrect Office shall be deemed as not filed. No COC filed by mail, electronic mail, or facsimile shall be accepted.

The COC shall be filed by the aspirant personally or through a duly authorized representative with a sworn and signed *Authority to File COC*.

No filing fee shall be imposed for the filing of the COC. ✓

A sample form of the *Authority to File COC* is attached as Annex "C".

SECTION 9. *Period for Filing Certificate of Candidacy.* – The COC shall be filed from September 23-30, 2017, at 8:00 AM to 5:00 PM.

If at 4:45 PM of the last day of filing of COCs, there are still persons intending to file COCs present inside the Offices of the Election Officer concerned, the Receiving Officer shall prepare a complete list containing the names of said persons, consecutively numbered, and the time of listing. The aspirants shall make sure that their COCs are complete before their names are listed.

The persons listed shall be called by announcing each name in the order in which they are listed. Persons not present when their names are called shall not be allowed to file their COCs.

A COC filed in accordance with this procedure shall be stamped received at the time it was actually filed and deemed filed on time.

SECTION 10. *Effects of Filing Certificate of Candidacy.* –

a) Any person holding a public appointive office or position, including active members of the Armed Forces of the Philippines, and other officers and employees in government-owned or controlled corporations, shall be considered *ipso facto* resigned and must vacate the office at the start of the day of the filing of a COC.

b) Any person holding an elective office or position shall not be considered resigned upon the filing of a COC.

SECTION 11. *Ministerial Duty of Receiving and Acknowledging Receipt of Certificate of Candidacy; Recording.* – The Receiving Officer designated to receive COC shall have the ministerial duty to receive and acknowledge receipt thereof; *Provided* that the same are filed in conformity with these rules and regulations. They shall stamp every copy of the COC with the date and actual time of receipt and affix their signature thereon.

The Receiving Officer shall maintain two (2) separate record books, one for those running for *Barangay* positions and another for those running for *SK* positions. They shall enter in the appropriate record books, the following data, leaving no space between entries:

- a) date and actual time of receipt;
- b) assigned consecutive number;
- c) full name of the aspirant;
- d) the office for which the aspirant is running;
- e) the number of copies actually received;
- f) the name of the duly authorized representative, if the COC is not filed personally by the aspirant; and
- g) the name of the Receiving Officer.

Without delay, on the last day after the time allowed for the filing of the COC, the Receiving Officer shall immediately close the record books by placing a line immediately after the last entry and writing the word "closed". They shall then affix their signature immediately below the word "closed" and indicate the date and exact time of closing.

SECTION 12. Submission of the Number of Candidates Who Filed their COC. – On a daily basis, the Receiving Officer shall submit to ERSD, thru electronic mail, the number of candidates who filed their COC, indicating their number per sex and per position aspired for.

SECTION 13. Reports of the Certificates of Candidacy Received. – The Head of the Receiving Office shall:

- a. print a Certified List of Candidates as entered in the record books, affix a signature thereon and submit it, through electronic mail (ersd@comelec.gov.ph) in PDF format, to the Commission, through the Election Records and Statistics Department (ERSD); and
- b. using the program and the format provided by the Information Technology Department (ITD), encode the candidates' information and save the same in a compact disc (CD).

The Head of the Receiving Office shall make sure that the candidate's information encoded are **accurate and complete** as stated in the COC of the candidate.

The Receiving Officer shall submit, through electronic mail, a Certified List of Candidates to the ERSD not later than **October 5, 2017**.

SECTION 14. Preparation of the Certified Consolidated List of Candidates. - Immediately after the last day for filing of COCs, the Election Officer shall prepare a certified consolidated list of all candidates in two (2) copies. The first copy shall be retained by the Election Officer concerned while the second copy shall be submitted pursuant to the instruction set forth in Section 15 hereof.

SECTION 15. Distribution of Certificates of Candidacy. - Copies of the COC for the Barangay and SK Officials shall be distributed as follows:

- a) Original Copy, to the ERSD, Commission on Elections, Manila;
- b) Second Copy, to be retained by the Election Officer for file; and
- c) Third Copy, to be retained by the aspirant.

SECTION 16. Delivery of Certificates of Candidacy and Other Documents. - On or before October 4, 2017, the Election Officer concerned shall submit the following to the Provincial Election Supervisor or to the Regional Election Director (RED), in case of the National Capital Region (NCR), who shall, in turn, personally deliver, on October 5, 2017, the same to the ERSD:

- a) Hard Copies of the consolidated list of all candidates for the *Barangay* and *Sangguniang Kabataan* elections for each barangay;
- b) Record books;
- c) Original copies of the COC; and
- d) CD.

SECTION 17. Posting of Certified Consolidated List of Candidates. - At least ten (10) days before Election Day or not later than October 13, 2017, the Election Officer shall post copies of the certified consolidated lists of candidates both for the *Barangay* and *Sangguniang Kabataan* Elections in the *Barangay* Hall and in three (3) other conspicuous places in the *Barangay*.

SECTION 18. Withdrawal of Certificate of Candidacy. - Any person who has filed a COC may withdraw the same at any time before Election Day, by personally filing a sworn Statement of Withdrawal in triplicate copies with the Office where the COC was filed. The Statement of Withdrawal shall be distributed in the same

manner as the COC, furnishing a copy or copies thereof to the Board(s) of Election Tellers concerned.

No Statement of Withdrawal filed by a person other than the aspirant or if filed by mail, electronic mail, or facsimile shall be accepted.

The filing of a Statement of Withdrawal of a COC shall not affect whatever civil, criminal or administrative liability a candidate may have incurred.

A sample form of the *Statement of Withdrawal* is attached as Annex "D".

SECTION 19. Forms. - All forms mentioned herein are available at the COMELEC Offices for free and may be photocopied, reproduced or downloaded from the COMELEC official website (www.comelec.gov.ph).

SECTION 20. Authority to Administer Oath. - The Election Officers within their areas of jurisdiction shall be allowed to administer oaths on the following:


- a) Certificate of Candidacy
- b) Statement of Cancellation
- c) Statement of Withdrawal

The Election Officers shall administer the oaths, free of charge, even in their capacities as notaries public.

SECTION 21. Effectivity. - This Resolution shall take effect on the seventh day after its publication in two daily newspapers of general circulation in the Philippines.

SECTION 22. Dissemination. - The Education and Information Department shall cause the publication of this Resolution in two daily newspapers of general circulation in the Philippines and furnish copies of this Resolution to all field officials of the Commission.

SO ORDERED.

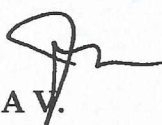

J. ANDRES D. BAUTISTA
Chairman

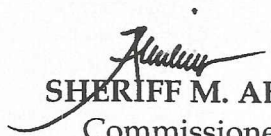

CHRISTIAN ROBERT S. LIM
Commissioner


AL A. PARRENO
Commissioner


LUIE TITO F. GUIA
Commissioner


ARTHUR D. LIM
Commissioner


On leave
MA. ROWENA AMELIA V.
GUANZON
Commissioner


SHERIFF M. ABAS
Commissioner