



Republic of the Philippines
COMMISSION ON ELECTIONS
Manila

IN THE MATTER OF THE
SUBMISSION OF ELECTION
DOCUMENTS AND REPORTS
BY THE CITY / MUNICIPAL
ELECTION OFFICERS AND
PROVINCIAL ELECTION
SUPERVISORS RELATIVE TO
THE CONDUCT OF THE MAY
9, 2016 NATIONAL AND
LOCAL ELECTIONS.

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PRESENT:

BAUTISTA, J. Andres D.

Chairman

LIM, Christian Robert S.

Commissioner

PARREÑO, Al A.

Commissioner

GUIA, Luie Tito F.

Commissioner

LIM, Arthur D.

Commissioner

GUANZON, Ma. Rowena Amelia V.

Commissioner

ABAS, Sheriff M.

Commissioner

Promulgated: May 5, 2016 *emw*

RESOLUTION NO. 10120 *april*

WHEREAS, the Commission on Elections (Commission), by virtue of the powers vested in it by the Constitution of the Republic of the Philippines, the Omnibus Election Code of the Philippines (Batas Pambansa Blg. 881), Republic Act No. 9369, and other election laws, publishes a complete election report on the elected candidates per elective position and pertinent election statistics to be used as references in the Report to the President and Congress of the Republic of the Philippines relative to the conduct of the May 09, 2016 National and Local Elections;

WHEREAS, the Election Records and Statistics Department (ERSD) is mandated to generate election reports and statistics based on the submitted documents and reports to be used as inputs in the above-mentioned report;

WHEREAS, to ensure that all the needed election documents and reports are delivered to the ERSD on time, there is a need to issue guidelines for the submission of said documents and reports;

WHEREAS, printed copies of the election returns (ERs) and certificates of canvass (COCs) intended for the Commission and Congress have to be delivered immediately after the counting at the precinct level and canvassing/consolidation at the municipality/city district, regional or province level, respectively;

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WHEREAS, there is a need to ensure that the abovementioned copies are delivered in time to the Commission and Congress;

NOW THEREFORE, by virtue of the powers vested in it by the Constitution of the Republic of the Philippines, the Omnibus Election Code, Republic Act No. 9369, and other election laws, the Commission **RESOLVED**, as it hereby **RESOLVES** to promulgate the following procedures for the delivery and transmittal of the documents, data storage devices (SD cards and compact disks (CDs)) and reports in connection with the May 9, 2016 National and Local Elections:

PART I

Delivery of Election Returns and Certificates of Canvass

Section 1. Delivery and transmittal of the printed copies of the ERs, city/municipal COCs. - The BEI/BOC shall deliver to the Election Officer (EO) concerned the envelopes containing the printed copies of the ERs/municipal/city COCs intended for the Commission and Congress. The EO shall deposit in separate ballot boxes being used for manual elections, the copies of the ERs/COCs intended for Commission and Congress. Thereafter, the EO shall seal each ballot box with one (1) padlock and four (4) plastic security seals. The ballot boxes shall be delivered with sufficient escort from either the PNP or AFP and watchers of political parties, candidates, and the accredited citizen arm, as follows:

a. In the Metro Manila Area.

The ballot boxes containing the envelopes of ERs/COCs intended for the Commission and Congress shall be delivered to the Regional Election Director of National Capital Region (NCR). The NCR Regional Election Director shall, in turn, deliver the ballot boxes intended for the Commission and Congress to the ERSD and to the Congress of the Philippines, respectively.

b. In areas outside Metro Manila area:

The ballot boxes containing the envelopes of ERs/COCs intended for the Commission and for the Congress shall be submitted by the Office of the Election Officer (OEO) concerned, to the Office of the Provincial Election Supervisor (OPES), using the fastest means of transportation, not later than twelve o'clock noon of May 10, 2016.

If within six hours of the first delivery, not all the ERs/COCs from the precinct/city or municipality have been submitted, the EO shall undertake another delivery of the remaining copies of the ERs/COCs to the OPES.

In all instances, the EO shall observe compliance to the above procedure of delivering said copies of the ERs/COCs at interval of six hours or shorter when possible until all the ERs/COCs in his jurisdiction are delivered to the OPES at the earliest possible time, but not later than May 10, 2016.

Sec. 2. Delivery and transmittal of the printed copy of the ERs/municipal/city COCs by the Provincial Election Supervisor (PES). – The OPES shall receive the printed copies of the ERs/municipal/city COCs delivered by the EOs of the cities/municipalities of the province and issue proper receipt therefore. For purposes of delivering printed copies of the ERs/municipal/city COCs intended for the Commission and for the Congress, the PES shall designate a senior and able election assistant to transmit the same to the ERSD and Congress, respectively, within twelve hours for the first delivery, using the fastest means of transportation. Copies of COCs which are received after the departure of said personnel shall be delivered to the Congress and ERSD by other responsible personnel in the OPES within twelve hours from the first delivery.

In all instances, the PES shall see to it that the above procedure of delivering copies of the ERs/COC at intervals of twelve hours or shorter when possible is faithfully complied with to the end that all copies of the ERs/COCs for Congress and the Commission are delivered not later than May 13, 2016. In every case, delivery shall be undertaken with sufficient security escort and watchers of candidates, parties, organizations or condition thereof.

Sec. 3. Delivery and distribution of printed copies of the COCs prepared by the PBOC of cities comprising one or more legislative districts that are not voting for provincial official or the DBOC. – The chairman of the boards concerned shall segregate the envelopes containing the printed copies of the certificates of canvass prepared by the PBOC or city certificates of canvass prepared by the CBOC of cities comprising one or more legislative districts that are not voting for provincial officials or the district certificate of canvass prepared by the DBOC that are intended for the Commission and Congress, and deposit them in separate ballot boxes. Thereafter, the chairman of the boards shall seal the cover of each ballot box with one (1) padlock and four (4) plastic security seals, and immediately after the canvass, personally deliver the ballot boxes intended for the National Board of Canvassers for Senators and party-list to the PICC, Manila and to the Congress for the National Board of Canvassers for President and Vice-President, with sufficient security escort from either the PNP or AFP.

PART II

Delivery of Data Storage Devices, Documents and Report

Sec. 4. List of data storage devices, documents (*copy for Comelec*) and reports to be submitted to ERSD. The RED of the ARMM/PES and EOs shall submit the following documents/reports that are pertinent to their area of jurisdiction, except the printed ERs and COCs:

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City/Municipal Election Officers:

1. Data Storage Devices (Main SD cards and the Back-up CD of the CCS)
2. Certificate of Canvass of Votes and Proclamation of Winning Candidates:
 - a. Mayor, Vice – Mayor, and Councilors
 - b. Member, House of Representatives (cities with legislative districts)
3. Statement of Votes by Precinct
4. Minutes of Voting and Counting of Votes
5. Receipt of Official Ballots, Other Forms and Supplies
6. Statement of Election Contributions and Expenditures
 - a. Mayor, Vice – Mayor, and Councilors
 - b. Member, House of Representatives (for cities with legislative districts)
7. Random Manual Audit (for cities with legislative districts)
 - a. Audit Returns and
 - b. Minutes of Random Manual Audit; and
8. Report on the Number of Registered Voters and Voters Who Actually Voted, by Gender (*reporting format attached*).

Provincial Election Supervisors

1. Certificate of Canvass and Proclamation of Winning Candidates for:
 - a. Member, House of Representatives
 - b. Governor, Vice – Governor, and Provincial Board Members
 - c. *ARMM Members, Regional Assemblymen (for ARMM provinces)*
2. Statement of Votes by City/Municipality
3. Random Manual Audit
 - a. Audit Returns
 - b. Minutes for Random Manual Audit
4. Back-up CD for Consolidated Canvassing System (CCS)
5. Statement of Election Contributions and Expenditures
 - a. Member, House of Representatives
 - b. Governor, Vice – Governor, and Provincial Board Members

ARMM Regional Election Director

1. Certificate of Canvass and Proclamation of Winning Candidates
2. Statement of Votes by Province
 - a. ARMM Governor
 - b. ARMM Vice – Governor
3. Statement of Election Contributions and Expenditures for
 - a. ARMM Governor
 - b. ARMM Vice – Governor

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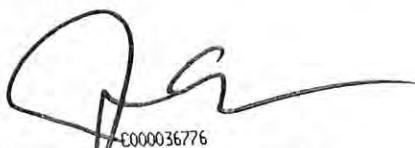
Sec. 5. Delivery and transmittal of the data storage devices, documents (copy for the Commission) and reports by the EOs. The EO shall deliver the data storage devices, documents (copy for the Commission) and reports to the OPES immediately but not later than May 16, 2016. The OPES shall received the data storage devices, documents (copy for the Commission) and reports delivered by the EOs and issue proper receipt therefore.

Sec. 6. Delivery and transmittal of the data storage devices, documents (copy for the Commission) and reports by the PES. – The OPES shall personally deliver the data storage devices, documents (copy for the Commission) and reports to ERSD within seven (7) days upon submission of the EOs.

Sec. 7. Sanctions. The Personnel Department is directed to determine the sanctions necessary to those field personnel who fail to comply with this Resolution.

Let the Deputy Executive Director for Operations, Election Records and Statistics Department and the Personnel Department implement this Resolution and furnish copies thereof to the Regional Directors, Provincial Election Supervisors and Election Officers.

SO ORDERED.



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J. ANDRES D. BAUTISTA
Chairman



CHRISTIAN ROBERT S. LIM
Commissioner



LUJIE TITO F. GUIA
Commissioner



MA. ROWENA AMELIA V. GUANZON
Commissioner



AL A. PARRENO
Commissioner



ARTHUR D. LIM
Commissioner



SHERIFF M. ABAS
Commissioner