

Republic of the Philippines  
**Department of the Interior and Local Government**

January 18, 2017

**MEMORANDUM CIRCULAR  
NO. 2017-07**

**TO : ALL PCL NATIONAL, REGIONAL AND PROVINCIAL OFFICERS, MEMBERS OF SANGGUNIANG PANLUNGSOD AND SANGGUNIANG BAYAN, DILG REGIONAL DIRECTORS, ARMM REGIONAL GOVERNOR, AND OTHERS CONCERNED**

**SUBJECT : GUIDELINES ON THE ELECTION OF NATIONAL OFFICERS OF THE PHILIPPINE COUNCILORS LEAGUE FOR THE TERM 2016-2019**

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The National Board of the PCL in its Management Committee Meeting held on December 17, 2016 at the Conrad Hotel, Pasay City, approved the Supplementary Guidelines and Policy for the conduct of the PCL National Election on March 9, 2017 at the World Trade Center, Pasay City.

Relative thereto, please be informed of the following:

1. National Positions to be elected at large:

- a) National Chairperson;
- b) National President
- c) National Vice-Chairperson;
- d) National Executive Vice-President;
- e) National Secretary-General;
- f) National Treasurer;
- g) National Auditor;
- h) National PRO; and
- i) National Liaison Officer

Positions to be elected by Island Groupings:

- a) Island Vice-Chairperson;
- b) Island Vice-President;
- c) Island Treasurer;
- d) Island Auditor; and
- e) Island PRO

2. A PCL member who is interested to run for any of the above-mentioned positions must:

- a) Be a member of Good Standing;
- b) File his Certificate of Candidacy on time;
- c) Have no pending financial liability with PCL;

- d) Be a regular Sanggunian Panlungsod or Sanggunian Bayan member, not ex-officio member (SK or Liga ng mga Barangay President and Indigenous Peoples' Representative); and
  - e) Physically present during the election.
3. The PCL National Committee on Elections shall be composed of two (2) authorized representatives from the DILG and three (3) Provincial Federation Presidents who are members of good standing and not running for any national position in the said election, to represent Luzon, Visayas and Mindanao.

They shall be chosen by drawing of lots.

4. The PCL National Secretariat shall prepare the Certificates of Candidacy, Officials Ballots, Tabulation Forms and Certificates of Canvass to be used during the National Election.
5. Certificates of Candidacy (COC) shall be filed at the PCL COMELEC, c/o the Local Government Relations Division – Bureau of Local Government Supervision, Department of the Interior and Local Government, 25<sup>th</sup> Floor, DILG NAPOLCOM Center, EDSA corner Quezon Avenue, Quezon City, not later than **5:00** o'clock in the afternoon of **February 15, 2017**.

COC forms may be secured from the PCL National Secretariat or downloaded from the PCL Website ([www.philippinecouncilorsleague.org](http://www.philippinecouncilorsleague.org)) or PCL Official Facebook Account, and may be filed by mail, i.e. registered mail, LBC or similar courier provided that a proof is presented that the mailing was done before the deadline.

COC must be filed in triplicate and is hereto attached as “Annex A” of this Guidelines.

6. The following manner and procedure of voting shall be observed:
- a) The voting shall be done electronically using an automated system duly approved by the PCL National Board. However, in case the voting cannot be conducted electronically, then manual voting shall be conducted.
  - b) Ballots by Island are to be color-coded and printed as follows:
 

Luzon	-	Yellow
Visayas	-	Light Green
Mindanao	-	Orange
  - c) A ballot shall be issued to a qualified PCL member only upon presentation of an Official Receipt as proof of registration in the 10<sup>th</sup> National Congress and any valid ID with photo, such as:

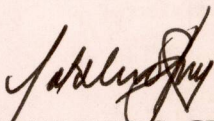
- LGU ID
- PCL ID
- Driver's License
- TIN with photo
- GSIS E-Card
- Postal ID
- Passport

Convention ID shall not be accepted.

- d) Candidates for National Chairperson and National President are allowed to assign one (1) watcher in every Regional Voting Center;
- e) The casting of votes shall be from 1:00 o'clock in the afternoon until 4:00 o'clock on March 9, 2017 at the World Trade Center, Pasay City.
- f) Voting by mail is not allowed.
- g) After voting, the voters shall be marked with indelible ink in their right forefinger;
- h) The voting station must be within the view of the PCL National Comelec;
- i) The PCL National Comelec shall, after verification of the tabulation, proclaim the winner and facilitate the oath-taking;
- j) No pre-proclamation protest is allowed. Protest shall be entertained if the same is filed within 24 hours from the time of the proclamation.

Resolution No. 21 series of 2016 entitled, *New Election Guidelines and Policy of the PCL* approved during the National Board Meeting held on June 13, 2016 at Limketkai Luxe Hotel, Cagayan de Oro City, insofar as they refer to the league elections, shall be construed as integral part of this Department issuance.

For the information and guidance of all concerned.

  
CATALINO S. CUY  
Officer-In-Charge, DILG



Republic of the Philippines  
**PHILIPPINE COUNCILORS LEAGUE**  
 Department of the Interior and Local Government



2017 NATIONAL ELECTION

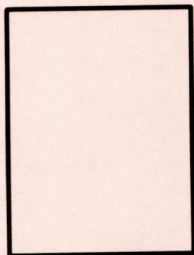
PCL COMELEC FORM NO. 1

## CERTIFICATE OF CANDIDACY

2 x 2 photo

I, \_\_\_\_\_, a duly elected member of the Sangguniang Panlungsod/Bayan of \_\_\_\_\_, possessing all the qualifications and none of the disqualifications for a candidate under the PCL Constitution and By-Laws as amended, do hereby file my Certificate of Candidacy for the position of \_\_\_\_\_ of the PCL National Election.

Filed this \_\_\_\_\_ day of \_\_\_\_\_, 2017.



Right Thumbmark

\_\_\_\_\_  
 Name in print and Signature of Candidate