



Republic of the Philippines  
DEPARTMENT OF FINANCE  
**BUREAU OF LOCAL GOVERNMENT FINANCE**

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**BLGF MEMORANDUM CIRCULAR NO. 007.2018**  
06 April 2018

**T O : All BLGF Officials and Employees; All Provincial, City and Municipal Treasurers and Assistant Treasurers; and Others Concerned**

**SUBJECT : Commission on Elections (COMELEC) Resolutions in Connection with the May 14, 2018 Synchronized Barangay and Sanggunian Kabataan (SK) Elections**

In the interest of service and in line with the conduct of the May 14, 2018 Synchronized Barangay and SK Elections, attached are copies of recent Resolutions promulgated by the COMELEC, for the information and guidance of all BLGF officials and employees, provincial, city and municipal treasurers and assistant treasurers, and others concerned, specifically on the provisions directly affecting the operations of the BLGF and the local treasury offices, to wit:

1. **Resolution No. 10246** promulgated on 15 January 2018 prescribing the Calendar of Activities and Periods of Certain Prohibited Acts in Connection with the May 14, 2018 Synchronized Barangay and Sanggunian Kabataan (SK) Elections, to wit, among others:

<i>Date/Period</i>	<i>Activity</i>	<i>Prohibited Act</i>
<b>April 14, 2018 (SAT) to May 21, 2018 (MON)</b>	<b>Election Period</b>	<b>Transfer or detail of officers and employees in the civil service including public school teachers. (Sec. 261 (h), OEC).</b>

2. **Resolution No. 10247** dated 15 January 2018 entitled "*In the Matter of Adopting Pertinent Resolutions Promulgated in Connection with the 23 October 2017 Barangay and Sangguniang Kabataan Elections (BSKE) for Purposes of the May 14, 2018 BSKE*", among which are:

- a. **Resolution No. 10210** dated 27 September 2017 entitled "*In the Matter of Deputizing the Department of Interior and Local Government (DILG), the National Police Commission (NAPOLCOM) and Other Law Enforcement Agencies, Certain Departments Under the Executive Branch, Other Government Agencies, Government-Owned and Controlled Corporations and Financial Institutions, for the Purpose of Ensuring Free, Orderly, Honest, Peaceful and Credible Conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections*", the provisions of which pertinent to BLGF and local treasury offices are as follows:

**"SECTION 3.2. The Department of Finance, Duties and Functions.** The DOF shall have the following duties and functions:

1. *Comply with and enforce all orders and instructions of the Commission relative to the election duties and functions of its personnel;*

2. *Ensure that all provincial, city, and municipal treasurers remain in their present assignments and neither transferred/ detailed, reassigned, whether temporary or permanently, to another province, city or municipality, except upon prior written authority of the Commission, nor allowed to go on leave of absence from office during the period starting two weeks before and two weeks after election day, except upon prior written approval of the Commission;*
  3. *Not to designate temporary or casual employee as Officer-in-Charge of the Office of the Treasurer; and*
  4. *Perform such other duties and functions which the Commission may prescribe from time to time."*
- b. **Resolution No. 10206** dated 26 September 2017 entitled "*In the Matter of the Enforcement of the Prohibition Against Appointment of Hiring of New Employees; Creation or Filling Up of New Positions; Giving Salary Increases; Transfer or Detail of Civil Service Employees; and Suspension of Elective Local Officials in Connection with the October 23, 2017 Synchronized Barangay and Sangguniang Kabataan Elections*", the provisions of which pertinent to BLGF and local treasury offices are as follows:

**"SECTION 3. Total Ban on Appointment, Hiring of New Employees, Creation of New Position, Promotion or Giving of Salary Increases, Remuneration or Privileges in the Barangay.** - *From May 4, 2018, Friday until May 13, 2018, Sunday the appointment or hiring of new employees, creation of new position, promotion or giving of salary increases, remuneration or privileges in the barangay shall be strictly prohibited.*

**"SECTION 4. Designation not included.** *The appointment referred herein shall not include designation as defined in Section 2 (b), Rule II hereof. Thus, designation of an incumbent official or employee in a committee or office which involves merely the imposition of additional duties is not included in the prohibition.*

**"SECTION 6. Prohibited Act and Period of Prohibition.** - *From April 14, 2018, Saturday to May 21, 2018, Monday, no public official shall, except upon prior written authority of the Commission, make or cause any transfer or detail whatsoever of any officer or employee in the civil service, including public school teachers.*

*The phrase "transfer or detail" shall be construed in general terms. Any movement of personnel from one station to another, whether or not in the same office or agency, during the election is covered by the prohibition.*

*Transfer incidental to promotion, as well as that incidental to appointment, is within the purview of the prohibition against transfers during the election period.*

**"SECTION 7. Request for Authority of the Commission on Transfer or Detail; Where and How to File.** - *Requests for authority to make or cause any transfer or detail shall be:*

- a. *in writing;*
- b. *indicating the (1) office and place to which the officer or employee is proposed to be transferred or detailed or otherwise moved;*
- c. *stating the reasons therefor;*



- d. in two (2) original copies; and
- e. accompanied with the soft copy of the request in MS WORD format and saved in USB or CD form.

**“SECTION 8. Filing of Requests with the Law Department.** - Requests for authority to make or cause any transfer or detail of any officer or employee in the civil service shall be filed with the Law Department, when:

- a. The official station is in the central/main offices of national agencies and government-owned or controlled corporations;
- b. **The requests for transfer or detail involve Provincial, City/Municipal Treasurers** and Schools Division Superintendents and Assistant Superintendents;
- c. The transfer or detail is inter-regional.

**“SECTION 9. Filing of Requests with the Office of the Regional Election Director.** - Requests for authority to make or cause any transfer or detail of any officer or employee in the civil service shall be filed with the Office of the Regional Election Director where the employee/s sought to be transferred or detailed is stationed, when:

- a. It involves government officers or employees with official stations in the field offices including the National Capital Region;
- b. All other officers and employees not indicated in Section 3 Rule III hereof.

A sample copy of the application for request for exemption from the ban on transfer is hereto attached as **Annex "A".**

In this regard, all BLGF Regional Directors and local treasurers are hereby directed to strictly comply with the above provisions, and to properly coordinate with their COMELEC counterparts with regard to their election duties and responsibilities.

Further, the issuance of Office Orders for the designation, detail or transfer of a provincial, city or municipal treasurer or assistant treasurer should strictly comply with the abovementioned rules and regulations. As far as practicable, and to ensure smooth operations in the local treasury offices, specifically in the discharge of the treasurer's election duties, all designations which have reached the maximum period of extension and expiring within the prohibited period of detail or transfer, from **April 14, 2018, Saturday to May 21, 2018, Monday**, may be further extended for another period of six (6) months, subject to confirmation thereof.

In the event a detail or transfer of a designee is necessary, the request for authority for such transfer or detail shall be forwarded to the COMELEC Law Department, through the concerned COMELEC Regional Office, and copy furnished the BLGF Central Office.

The BLGF Regional Directors are hereby directed to immediately and widely disseminate this Circular to all local treasurers within their respective jurisdictions.

For guidance and strict compliance.

  
**NIÑO RAYMOND B. ALVINA**  
OIC Executive Director  
02370



Republic of the Philippines  
COMMISSION ON ELECTIONS  
Manila

IN THE MATTER OF THE  
ENFORCEMENT OF THE  
PROHIBITION AGAINST  
APPOINTMENT OR HIRING OF  
NEW EMPLOYEES; CREATION OR  
FILLING UP OF NEW POSITIONS;  
GIVING SALARY INCREASES;  
TRANSFER OR DETAIL OF CIVIL  
SERVICE EMPLOYEES; AND  
SUSPENSION OF ELECTIVE  
LOCAL OFFICIALS IN  
CONNECTION WITH THE  
OCTOBER 23, 2017  
SYNCHRONIZED BARANGAY  
AND SANGGUNIANG KABATAAN  
(SK) ELECTIONS

X-----X

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*

Promulgated on: September 26, 2017

RESOLUTION No. 10206

The Commission on Elections, pursuant to the powers vested in it by the Constitution, the Omnibus Election Code, and other election laws, **RESOLVES**, as it hereby **RESOLVED** to promulgate, the following rules to implement the provision of Section 261 subsections (h) and (x) of the Omnibus Election Code, and Section 5 of Republic Act No. 10923<sup>1</sup>:

## RULE I

### GENERAL PROVISIONS AND DEFINITION OF TERMS

**SECTION 1. Prohibited Acts.** – (a) Section 261 of the Omnibus Election Code of the Philippines provides:

<sup>1</sup> An Act Postponing the October 2016 Barangay and Sangguniang Kabataan Elections, Amending for the Purpose Republic Act No. 9164, as amended by Republic Act No. 9340 and Republic Act No. 10656, Prescribing Additional Rules Governing the Conduct of Barangay and Sangguniang Kabataan Elections and For Other Purposes, October 15, 2016

**SEC. 261. Prohibited Acts** - The following shall be guilty of an election offense:

xxx

xxx

xxx

(h) *Transfer of officers and employees in the civil service.* - Any public official who makes or causes any transfer or detail whatever of any officer or employee in the civil service including public school teachers, within the election period except upon prior approval of the Commission.

xxx

xxx

xxx

(x) *Suspension of elective provincial, city, municipal or barangay officer.* - The provisions of law to the contrary notwithstanding during the election period, any public official who suspends, without prior approval of the Commission, any elective provincial, city, municipal or barangay officer, unless said suspension will be for purposes of applying the Anti-Graft and Corrupt Practices Act in relation to the suspension and removal of elective officials; in which case the provision of this section shall be inapplicable.

(b) Section 5 of Republic Act No. 10923, amending Section 261 subsection (g) of the Omnibus Election Code insofar as Barangay and Sangguniang Kabataan Elections are concerned, provides:

*Section 5. Prohibition on Appointments of Government Officials and Employees* - The appointment or hiring of new employees, creation of new position, promotion, or giving of salary increases, remuneration or privileges in the barangay shall be prohibited for a period of ten (10) days immediately preceding the election, the provisions of Section 261, paragraph (g) of the Omnibus Election Code to the contrary notwithstanding.

**SECTION 2. Definition of Terms.** - As used in this Resolution:

- a. *Appointment* is the selection, by the authority vested with the power, of an individual who is to exercise the functions of a given office. When completed, usually with its confirmation, the appointment results in security of tenure for the person chosen unless he is replaceable at pleasure because of the nature of his office.

- b. *Designation* connotes merely the imposition by law of additional duties of an incumbent official. It is considered only an acting or temporary appointment, which does not confer security of tenure on the person named.
- c. *Detail* is the movement of an employee from one department or agency which is temporary in nature, which does not involve a reduction in rank, status or salary and does not require the issuance of another appointment. It shall be allowed only for a limited period in the case of employees occupying professional, technical and scientific position.
- d. *Giving of remuneration or privilege* shall include giving of bonuses, other than the mandated 13<sup>th</sup> month pay and cash gift for government employees, incentives, Representation and Transportation Allowance (RATA) or other form of allowances regularly received, on top of their usual benefits and privileges.
- e. *Increase of salary* shall include adjustments in salaries as a result of increase in pay levels or upgrading of positions which do not involve a change in qualification requirements and do not require the issuance of a new appointment.
- f. *Promotion* is the advancement of an employee from one position to another with an increase in duties and responsibilities as authorized by law, and usually accompanied by an increase in salary. Promotion may be from one department or agency to another or from one organizational unit to another in the same agency.
- g. *Reassignment* is the movement of an employee from one organizational unit to another in the same department or agency which does not involve a reduction in rank, status or salary and does not require the issuance of an appointment.
- h. *Suspension* is the temporary forced removal from the exercise of the office. It shall include both suspension as a penalty and preventive suspension.
- i. *Transfer* is a movement from one position to another which is of equivalent rank, level or salary without break in service involving the issuance of an appointment. The transfer may be from one department or agency to another or from one organizational unit to another in the same department or agency.

## RULE II

### **APPOINTMENT OF NEW EMPLOYEES, CREATION OF NEW POSITION, PROMOTION, OR GIVING SALARY INCREASES**

**SECTION 3. *Total Ban on Appointment, Hiring of New Employees, Creation of New Position, Promotion or Giving of Salary Increases, Remuneration or Privileges in the Barangay.*** - From **October 12, 2017, Thursday until October 22, 2017, Sunday** the appointment or hiring of new employees, creation of new position, promotion or giving of salary increases, remuneration or privileges in the **barangay** shall be strictly prohibited.

No request for authority for said prohibited actions shall be acted upon.

**SECTION 4. *Designation not included.*** The appointment referred herein shall not include designation as defined in Section 2 (b), Rule II hereof. Thus, designation of an incumbent official or employee in a committee or office which involves merely the imposition of additional duties is not included in the prohibition.

**SECTION 5. *Injunction.*** - The Civil Service Commission (CSC), including all its field offices is hereby enjoined not to approve the appointment of new employees within the ten-day period of prohibition.

The Department of Budget and Management (DBM) and the Commission on Audit (COA), including all their field offices, shall not release or authorize the release of any appropriation, or pass in audit, payments or expenditures of public funds that may be directly used in violation of the foregoing prohibition.

All field offices of the CSC are directed to submit immediately to the Commission through the Law Department a written report on any violation of said provision of the law.

## RULE III

### **TRANSFER OF OFFICERS AND EMPLOYEES IN THE CIVIL SERVICE**

**SECTION 6. *Prohibited Act and Period of Prohibition.*** - From **October 01, 2017, Sunday to October 30, 2017, Monday**, no public official

official shall, except upon prior written authority of the Commission, make or cause any transfer or detail whatsoever of any officer or employee in the civil service, including public school teachers.

The phrase "transfer or detail" shall be construed in general terms. Any movement of personnel from one station to another, whether or not in the same office or agency, during the election is covered by the prohibition.

Transfer incidental to promotion, as well as that incidental to appointment, is within the purview of the prohibition against transfers during the election period.

***SECTION 7. Request for Authority of the Commission on Transfer or Detail; Where and How to File.*** – Requests for authority to make or cause any transfer or detail shall be:

- a. in writing;
- b. indicating the (1) office and place to which the officer or employee is proposed to be transferred or detailed or otherwise moved;
- c. stating the reasons therefor;
- d. in two (2) original copies; and
- e. accompanied with the soft copy of the request in MS WORD format and saved in USB or CD form.

***SECTION 8. Filing of Requests with the Law Department.*** – Requests for authority to make or cause any transfer or detail of any officer or employee in the civil service shall be filed with the Law Department, when:

- a. The official station is in the central/main offices of national agencies and government-owned or controlled corporations;
- b. The requests for transfer or detail involve Provincial, City/Municipal Treasurers and Schools Division Superintendents and Assistant Superintendents;
- c. The transfer or detail is inter-regional.

***SECTION 9. Filing of Requests with the Office of the Regional Election Director.*** – Requests for authority to make or cause any transfer or detail of any officer or employee in the civil service shall be filed with the Office of the Regional Election Director where the employee/s sought to be transferred or detailed is stationed, when:



- a. It involves government officers or employees with official stations in the field offices including the National Capital Region;
- b. All other officers and employees not indicated in Section 3 Rule III hereof.

A sample copy of the application for request for exemption from the ban on transfer is hereto attached as *Annex "A"*.

#### RULE IV

#### ***SUSPENSION OF ELECTIVE PROVINCIAL, CITY, MUNICIPAL OR BARANGAY OFFICER***

***SECTION 10. Prohibited Acts.*** - From October 01, 2017, Sunday to October 30, 2017, Monday, the provisions of law to the contrary notwithstanding, no public official shall, except upon prior written approval of the Commission, suspend any elective provincial, city, municipal or barangay officer.

No prior approval is required if the suspension will be for purposes of applying the *Anti-Graft and Corrupt Practices Act* in relation to the suspension and removal of elective officials.

***SECTION 11. Request for Authority of the Commission to Suspend any Elective Provincial, City, Municipal or Barangay Officer, unless Suspension will be for Purposes of Applying the Anti-Graft and Corrupt Practices Act: Where and How to file.*** - Requests for authority to suspend an elective provincial, city, municipal or barangay officer shall be submitted to the Law Department of the Commission, supported by:

- a. a certified true copy of the formal complaint executed under oath and containing the specific charges or in the absence thereof, a Certification from the requesting agency or local government unit stating that the agency or local government unit that promulgated the decision or resolution did not furnish them a copy of the said formal complaint; and
- b. a certified true copy of the Decision or Resolution suspending the concerned elective local official.

A sample copy of the application for request for exemption from the ban on suspension is hereto attached as *Annex "B"*.

**SECTION 12. *When Request for Authority is Not Necessary.*** - Request for authority to suspend elective local officials shall not be necessary:

- a. if the offense involved is punishable under the *Anti-Graft and Corrupt Practices Act*<sup>2</sup>; and
- b. those that were already implemented before the start of the election period but is continuously served during or even after the expiration of the election period.

**SECTION 13. *Effect of the Onset of the Election Period.*** - The onset of the election period will not have the effect of lifting any suspension that is already being served.

## RULE V

### **AUTHORITY OF THE CHAIRMAN TO APPROVE/DISAPPROVE REQUESTS AND THE PROCEDURE ON THE REQUEST**

**SECTION 14. *Authority of the Chairman to Approve/ Disapprove Recommendations from the Law Department.*** - The Chairman of the Commission is authorized to approve/disapprove recommendations of the Law Department on requests for exemption from the coverage of the ban involved in this Resolution.

**SECTION 15. *Requests for Authority Submitted to the Law Department.*** - The Law Department shall prepare its recommendation on all requests received by it and submit to the Chairman for approval or disapproval.

**SECTION 16. *Requests for Authority Submitted to the Office of the Regional Election Director.*** - The Offices of the Regional Election Director shall approve or disapprove all requests received by them and submit a report containing a list of all the requests acted upon to the Law Department, at the end of every week, by the fastest available means of communication. It may be sent in PDF format via electronic mail to [comelec.law@gmail.com](mailto:comelec.law@gmail.com).

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<sup>2</sup> Republic Act No. 3019

A sample copy of the Regional Report is hereto attached as *Annex "C"*.

**SECTION 17. *Report of the Law Department on All Actions on Requests for Exemption to the Commission En Banc.*** – At the end of the election period, the Law Department shall make a Report of all the actions taken on the requests for exemption from the coverage of the ban involved in this Resolution, including actions of the Offices of the Regional Election Director.

All actions of the Chairman and of the Regional Election Directors granting the requests for exemptions from the coverage of the ban herein involved shall remain valid and effective, unless otherwise reversed or set aside by the Commission.

## RULE VI

### GRANT OF CONTINUING AUTHORITY

**SECTION 18. *Grant of Continuing Authority.*** –The grant of continuing authority to transfer its personnel during the election period may be granted to government agencies, upon the submission to the Law Department of a written request justifying the reasons therefor.

**SECTION 19. *Continuing Authority to Transfer Government Employees Granted to Certain Government Agencies.*** –For purposes of the October 23, 2017 Barangay and SK Elections, the Commission hereby grants continuing authority to the following government agencies to transfer or detail their officers or employees from October 01, 2017 to October 30, 2017 in view of the nature of their functions:

- A. The President of the Philippines
- B. Supreme Court of the Philippines, Court of Appeals, Sandiganbayan, Court of Tax Appeals and the lower courts, including the Senate and Presidential Electoral Tribunal

**SECTION 20. *Conditions for the Grant of Continuing Authority.*** – The grant of continuing authority to government agencies to transfer officers or employees during the election period shall, however, be subject to the following conditions:

- a. that it is essential to the proper functioning of the office and shall

not in any manner influence the conduct of the October 23, 2017 Synchronized Barangay and SK Elections;

- b. that this authorization shall be prospective in application and without prejudice to the applicable Civil Service Law, rules and regulations on personnel actions/movements; and
- c. that they shall notify the Commission, in writing, within three (3) days from date of transfer/detail, through the Law Department, stating therein:
  - i. The office and place where the officer or employee came from and the office/place to which said officer or employee is transferred, detailed or otherwise moved;
  - ii. Justifications or reasons for said transfer or designation; and
  - iii. All necessary data or information regarding the same.

## RULE VII

### ***AUTHORITY OF THE COMMISSION ON ELECTIONS TO TRANSFER OR REASSIGN ITS PERSONNEL***

***SECTION 21. Basis of Authority.*** - There is an essential need to assign, reassign or transfer personnel of the Commission on Elections in order that it can effectively and efficiently carry out its constitutional mandate to conduct free, orderly, honest, peaceful and credible elections.

***SECTION 22. Exemption.*** - The Commission on Elections is hereby exempted from the prohibition to transfer or assign or reassign its personnel from October 01, 2017 to October 30, 2017.

## RULE VIII

### ***COMMON PROVISIONS***

***SECTION 23. Effectivity.*** - This resolution shall take effect on the seventh day after its publication in two (2) daily newspapers of general circulation in the Philippines.

**SECTION 24. Dissemination.** - The Education and Information Department shall cause the publication of this resolution in two (2) daily newspapers of general circulation, give this resolution the widest dissemination and furnish copies thereof to all concerned.

SO ORDERED.



J. ANDRES D. BAUTISTA  
Chairman



CHRISTIAN ROBERT S. LIM  
Commissioner

On Official Business  
at the time of signing of this Resolution

AL A. PARREÑO  
Commissioner



LUIE TITO F. GUIA  
Commissioner



ARTHUR D. LIM  
Commissioner



MA. ROWENA AMELIA V. GUANZON  
Commissioner



SHERIFF M. ABAS  
Commissioner



Instructions:

- 1. Please fill in the following details and submit the same to the Law Department or Office of the Regional Election Director concerned
- 2. Additional Sheets may be used.



**APPLICATION FOR REQUEST FOR EXEMPTION  
FROM THE BAN ON TRANSFER**  
(For the October 23, 2017 Barangay and Sangguniang Kabataan Elections)

Name of Personnel	Present Station	Transferred Station	Date of Effectivity of Transfer	Justification of Transfer	Name of Requesting Authority, Position and Name of Agency

Instructions:

Annex "A"

1. Please fill in the following details and submit the same to the Law Department or Office of the Regional Election Director concerned
2. Additional Sheets may be used.

## CERTIFICATION

I, \_\_\_\_\_ of \_\_\_\_\_, hereby CERTIFY as follows:

- 1) that the request is essential to the proper functioning of the office and shall not in any manner influence the conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections;
- 2) that the request shall not involve promotion or the giving of any increase of salary or remuneration or privilege during the prohibitive period before the October 23, 2017 Barangay and Sangguniang Kabataan Elections which is strictly prohibited without any exception whatsoever; and
- 3) that this authorization shall be prospective in application and without prejudice to the applicable Civil Service Law, rules and regulations on personnel actions/movements.

Prepared and Submitted by:

\_\_\_\_\_  
Position & Name of Agency \_\_\_\_\_  
Date: \_\_\_\_\_

09/08/17

Instructions:

Annex "B"

1. Please fill in the following details and submit the same to the Law Department.
2. Attach herein the following:
  - a. Certified True Copy of the Formal Complaint executed under oath.
  - b. Certified True Copy of the Decision or Resolution suspending the concerned elective local official.
3. Additional Sheets may be used.



**APPLICATION FOR REQUEST FOR EXEMPTION  
FROM THE BAN ON SUSPENSION**  
(For the October 23, 2017 Barangay and Sangguniang Kabataan Elections)

Name of Personnel	Position	Nature of Suspension (Preventive or as a Penalty)	Duration of Suspension	Name of Requesting Authority, Position and Name of Agency

Instructions:

Annex "B"

1. Please fill in the following details and submit the same to the Law Department.
2. Attach herein the following:
  - a. Certified True Copy of the Formal Complaint executed under oath.
  - b. Certified True Copy of the Decision or Resolution suspending the concerned elective local official.
3. Additional Sheets may be used.

## CERTIFICATION

I, \_\_\_\_\_ of \_\_\_\_\_, hereby CERTIFY as follows:

- 1) that the request shall not in any manner influence the conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections;
- 2) the case does not involve a violation of the Anti-Graft and Corrupt Practices Act.

Prepared and Submitted by:

\_\_\_\_\_  
Position & Name of Agency \_\_\_\_\_  
Date: \_\_\_\_\_

09/08/17

Instructions:

Annex "C"

1. Please fill in the following details and submit the same to the Law Department.
2. There is no need to attach herein the individual reports submitted by the requesting Agency.
3. Additional Sheets may be used.



**REGIONAL REPORT ON APPROVED/DISAPPROVED REQUESTS FOR EXEMPTION  
FROM THE BAN ON TRANSFER**  
(For the October 23, 2017 Barangay and Sangguniang Kabataan Elections)

Name of Personnel	Present Station	Transferred Station	Name of Requesting Authority, Position and Name of Agency	Date of Application for Exemption	Date of Approval/Disapproval of Request for Exemption



Instructions:

- 1. Please fill in the following details and submit the same to the Law Department.
- 2. There is no need to attach herein the individual reports submitted by the requesting Agency.
- 3. Additional Sheets may be used.


Prepared and Submitted by:

\_\_\_\_\_  
Regional Election Director, Region \_\_\_\_\_



Republic of the Philippines  
COMMISSION ON ELECTIONS  
Manila

IN THE MATTER OF  
DEPUTIZING THE  
DEPARTMENT OF INTERIOR  
AND LOCAL GOVERNMENT  
(DILG), THE NATIONAL  
POLICE COMMISSION  
(NAPOLCOM) AND OTHER  
LAW ENFORCEMENT  
AGENCIES, CERTAIN  
DEPARTMENTS UNDER THE  
EXECUTIVE BRANCH, OTHER  
GOVERNMENT AGENCIES,  
GOVERNMENT-OWNED AND  
CONTROLLED  
CORPORATIONS AND  
FINANCIAL INSTITUTIONS,  
FOR THE PURPOSE OF  
ENSURING FREE, ORDERLY,  
HONEST, PEACEFUL AND  
CREDIBLE CONDUCT OF THE  
OCTOBER 23, 2017 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

PROMULGATED: September 27, 2017

x-----x

RESOLUTION NO. 10210

WHEREAS, Article IX-C, Section 2(4) of the 1987 Constitution empowers the Commission on Elections (Commission) to deputize, with the concurrence of the President, law enforcement agencies and instrumentalities of the Government for the exclusive purpose of ensuring free, orderly, honest, peaceful and credible elections;

NOW, THEREFORE, the Commission, by virtue of the powers vested in it by the Constitution of the Republic of the Philippines, the Omnibus Election Code and other related election laws, has **RESOLVED**,

as it hereby **RESOLVES**, to deputize the following law enforcement agencies and instrumentalities of the Government, in connection with the conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections:

**SECTION 1. Deputization of the Department of Interior and Local Government (DILG) and the National Police Commission (NAPOLCOM), Duties and Functions.** - The DILG and NAPOLCOM are hereby deputized to:

1. Provide security to polling places, polling centers/voting centers, canvassing/consolidation centers, and such other places or buildings, including election paraphernalia, equipment, forms and supplies, that will be used in connection with the elections;
2. Provide security to the personnel of the Commission, its deputies and other persons performing election-related functions;
3. Deploy, at the least time possible, troops for election duty in coordination with the concerned Regional Election Director, Provincial Election Supervisor, and Election Officer;
4. Make available, at the least time possible, land, air and water-craft assets, communication systems and other equipment, in connection with the conduct of the elections;
5. Look into the existence of any armed group organized to commit, or which is committing or attempting to commit, acts of terrorism, or threats to intimidate or coerce any person to vote for or against a candidate, and to suppress or prevent said acts of terrorism or threats;
6. Assist the Commission in implementing more effectively election laws and/or rules and regulations, particularly the laws governing prohibition against military, policemen and provincial guards acting as bodyguards or security guards for the candidates, the use of armored vehicles and air or water-craft, and the prohibition on bearing, carrying or transporting firearms and other deadly weapons in public places;
7. Provide security escorts to candidates, subject to the conditions and restrictions on the Resolution imposing the ban on the carrying of firearms and other deadly weapons and the ban on the use of security personnel or bodyguards;
8. Conduct a periodic assessment of the peace and order conditions in critical areas and recommend measures which may be adopted by the

Commission in the interest of free, orderly, honest, peaceful and credible elections;

9. Comply with and/or implement directives or resolutions of the Commission, which shall take precedence over and above the orders and directives issued by any other office or agency of the Government, except the Supreme Court and those issued in *habeas corpus* proceedings; and

10. Render periodic reports on action taken in accordance with this Resolution.

**SECTION 2. Deputization of other Law Enforcement Agencies, Duties and Functions.** – The Bureau of Jail Management and Penology (BJMP), the Bureau of Corrections (BuCor), the National Bureau of Investigation (NBI) and other law enforcement agencies are hereby deputized in connection with the conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections.

**SECTION 2.1. The Bureau of Jail Management and Penology and the Bureau of Corrections, Duties and Functions.** – The BJMP and BuCor are hereby deputized to:

1. Enforce the following provision of the Omnibus Election Code:

*“SEC. 261 (n). Illegal release of prisoners before and after election.*

*- The Director of the Bureau of Prisons, any provincial warden, the keeper of the jail or the person or persons required by law to keep prisoner in their custody who illegally orders or allows any prisoner detained in the national penitentiary, or the provincial, city or municipal jail to leave the premises thereof sixty days before and thirty days after the election. The municipal or city warden, the provincial warden, the keeper of the jail or the person or persons required by law to keep prisoners in their custody shall post in three conspicuous public places a list of the prisoners or detention prisoners under their care. Detention prisoners must be categorized as such.”; and*

2. Comply with all orders, directives and resolutions which the Commission may issue or promulgate.

**SECTION 2.2. The National Bureau of Investigation, Duties and Functions.** – Upon prior order of the Commission, the NBI is hereby deputized to perform the following duties and functions:

1. Deploy its agents to designated areas in order to effectively carry out the objective of this Resolution, furnishing the Commission with the list of said agents;

2. Direct its agent to arrest any person who violates the provisions of the Omnibus Election Code and other pertinent election laws and the rules and regulations promulgated by the Commission;
3. Report from time to time to the Commission actions it has taken pursuant to this Resolution; and
4. Comply with the orders, and directives of the Commission, which shall be given priority over orders and directives from other sources, except the Supreme Court and those issued in *habeas corpus* proceedings.

**SECTION 3. Deputization of certain departments under the Executive Branch.** – The Department of Education (DepEd), the Department of Finance (DOF), Department of Transportation (DOTr), Department of Information and Communications Technology (DICT), The Department of Public Works and Highways (DPWH) along with the Metropolitan Manila Development Authority (MMDA) are hereby deputized in connection with the conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections.

**SECTION 3.1. The Department of Education, Duties and Functions.**  
– The DepEd shall have the following duties and functions:

1. Comply with and enforce all orders and instructions of the Commission relative to the election duties and functions of its personnel;
2. Allow the use of public school buildings for election purposes;
3. Not to hold, during the election period, conferences, seminars or any school activity, which might interfere, restrict, or prevent the performance of election duties of its personnel, except upon prior written authority from the Commission; and
4. Perform such other duties and functions which the Commission may prescribe from time to time.

**SECTION 3.2. The Department of Finance, Duties and Functions.** – The DOF shall have the following duties and functions:

1. Comply with and enforce all orders and instructions of the Commission relative to the election duties and functions of its personnel;



2. Ensure that all provincial, city, and municipal treasurers remain in their present assignments and neither transferred, detailed, reassigned, whether temporary or permanently, to another province, city or municipality, except upon prior written authority of the Commission, nor allowed to go on leave of absence from office during the period starting two weeks before and two weeks after election day, except upon prior written approval of the Commission;
3. Not to designate temporary or casual employee as Officer-in-Charge of the Office of the Treasurer; and
4. Perform such other duties and functions which the Commission may prescribe from time to time.

**SECTION 3.3. The Department of Transportation and the Department of Information and Communications, Duties and Functions.** – The DOTr and DICT, including its attached agencies, shall perform the following duties and functions in connection with their respective mandates:

1. Circularize to all owners and operators of land and air transportation facilities and telecommunications services, holders of certificates of public convenience, franchises or other forms of authorization, that the following provisions under the Omnibus Election Code are election offenses:
  - i. Sec. 89, which prohibits any candidate, political party or organization or any person from giving or accepting transportation, free of charge, directly or indirectly during the five (5) hours before and after a public meeting, on the day preceding the election and on election day;
  - ii. Sec. 95, which prohibits contributions for partisan political activity given directly or indirectly by natural or juridical persons operating a public utility; or by natural or juridical persons who hold contracts or subcontracts to supply the government or any of its agencies, subdivisions or instrumentalities with goods or services or to perform construction or other work; or by natural or juridical persons who have been granted franchise, incentives, exemptions, or allocations or similar privileges or concessions by the government or any of its agencies, subdivisions or instrumentalities including government-owned or controlled corporations; or by natural or juridical persons who within one (1) year prior to the date of the election have been granted loans or other accommodations in excess of P100,000.00 by the government or any

of its agencies, subdivisions or instrumentalities including government-owned or controlled corporations;

- iii. Sec. 97, which makes it unlawful for any person or organization, whether civic or religious, to directly or indirectly solicit and/ or accept from any candidate for public office or from his campaign manager, agent or representative, or any person acting in their behalf, any gift, food, transportations, contribution or donation in cash or in kind from the commencement of the election period up to and including election day;
  - iv. Sec. 261 (o), which prohibits the use under any guise whatsoever, directly or indirectly of any printing press, radio or television station or audio-visual equipment operated by the government or by its subdivisions, instrumentalities, agencies or instrumentalities, including government-owned or controlled corporations, or any equipment, facility, apparatus, paraphernalia or vehicle owned by the government or by its political subdivisions, agencies or instrumentalities, including government-owned or controlled corporations or by the Armed Forces of the Philippines for any election campaign of for any partisan political activity; and
  - v. Sec. 261 (dd), which penalizes any operator or employee of a public utility or transportation company operating under a certificate of public convenience who refuses to carry official election mail matters free of charge during the election period.
2. Require all transportation companies engaged in the operation of transportation facilities to report within thirty (30) days following the day of the election, the use, rental or hiring of their facilities by any candidate in connection with the election campaign, including the amount paid for such use, rental or hiring, as provided for and in accordance with Comelec Resolution No. 10209, which governs campaign finance and disclosure in connection with the October 23, 2017 Barangay and Sangguniang Kabataan Elections.
3. Perform such other duties and functions which the Commission may prescribe from time to time.

**SECTION 3.4. The Department of Public Works and Highways and the Metropolitan Manila Development Authority, Duties and Functions.** – The DPWH, along with the MMDA shall perform the following duties and functions:

1. Assist the Commission in removing and tearing down all unlawful election materials, and perform such other duties and functions as the Commission may prescribe from time to time.
2. Provide facilities and/or equipment necessary in the tearing down of illegal propaganda materials, and perform such other duties and functions as the Commission may prescribe from time to time.

**SECTION 3.5. The Philippine Information Agency (PIA), Duties and Functions.** – The PIA shall perform the following duties and functions:

1. Assist the Commission in its education and information campaign on the conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections;
2. Make available to the Commission its facilities and services of its personnel, as may be necessary to ensure implementation of the programs of activities or operation plans for the Commission's information campaign;
3. Produce such information materials as the Commission may deem necessary to ensure the conduct of free, orderly, honest, peaceful and credible barangay and sangguniang kabataan elections; provided, that in all cases:
  - a. The Agency shall adhere strictly to the policy of the Commission that the education and information campaign must be absolutely impartial, objective and neutral;
  - b. The expenses it may incur as such deputy for the information campaign of the Commission, i.e., production of information materials, shall be for the exclusive account of the agency; and
  - c. Any information material which the Agency, as such deputy, shall produce upon the direction of the Commission, shall be published/distributed/released only upon prior clearance from the Commission to ensure that nothing therein contained shall detract from or violate the policy of impartiality, objectivity and neutrality.
4. Perform such other duties and functions which the Commission may prescribe from time to time.

**SECTION 4. Deputization of the Philippine Postal Corporation (PHLPost) and the National Telecommunications Commission (NTC),**

**Duties and Functions.** – The PHLPPost and NTC are hereby deputized to perform the following duties and functions:

1. Instruct their respective personnel and the management of all private telecommunications firms to give special preference to, and effect immediate transmission and delivery of messages or telegrams of the Commission, its field personnel and deputies during the election period;
2. Impress upon such personnel and management that non-compliance with the provisions of Sec. 9 of the Omnibus Election Code on preferential transmissions of official mails, messages and telegrams relative to the elections, constitutes an election offense punishable under Sec. 264 of said Code with imprisonment of not less than one (1) year but not more than six (6) years and shall not be subject to probation. In addition, the guilty party shall be sentenced to suffer disqualification to hold public office and deprivation of the right of suffrage;
3. Assign sufficient number of personnel to receive, transmit and deliver election messages ten (10) days before Election Day, on election day, and ten (10) days after election day;
4. Make operational all its stations during election period; and
5. Perform such other duties and functions which the Commission may prescribe from time to time.

**SECTION 5. Deputization of certain Government Financial Institutions, other Government Agencies and other Government-Owned or Controlled Corporations, to provide means of transportation in connection with the conduct of elections.** – The Bangko Sentral ng Pilipinas (BSP), the Land Bank of the Philippines (LBP), the Development Bank of the Philippines (DBP), the Government Service Insurance System (GSIS), the Social Security System (SSS), the Philippine National Oil Company (PNOC), the Department of Agriculture (DA), the Department of Agrarian Reform (DAR), the Department of Environment and Natural Resources (DENR), the National Irrigation Administration (NIA), the National Food Authority (NFA), the National Electrification Administration (NEA), and the Philippine Ports Authority (PPA) shall place at the disposal of the Commission their land, air and water craft, such as airplanes and helicopters, trucks, jeeps, vans, cars and the like, ships, launches, barges, and speedboats, and communication facilities, as the Commission may need from time to time. Said vehicles shall be used to ferry the personnel of the Commission and its deputized agencies in the performance of their election duties, and to transport election forms, supplies and materials to their places of destination, particularly in areas with inadequate or without regular means of transportation.

For the above purposes, they shall provide the Commission with a list of available vehicles, together with the pilots/captains, shipmasters, or drivers assigned to said crafts or vehicles. These crafts or vehicles shall be at the disposal of the Commission immediately and until the end of the election period.

**SECTION 6. Deputization of certain Government Agencies to provide sufficient electrical power supply in connection with the conduct of elections.** – The National Electrification Administration (NEA), the National Power Corporation (NPC), the Local Electrification Cooperatives (LEC), the Department of Energy (DOE), the Department of Environment and Natural Resources (DENR), the Department of Public Works and Highways (DPWH) the Department of the Interior and Local Government (DILG), the Philippine National Police (PNP), the Department of National Defense (DND), the Armed Forces of the Philippines (AFP) are further deputized to provide sufficient uninterrupted electrical power supply and secure the transmission infrastructure and facilities during the critical days of the elections.

**SECTION 6.1. – Duties and Functions.** – As such deputies, they shall have the following duties and functions:

1. Provide and maintain stable and continuous nationwide electric power requirements from October 23, 2017 or upon the start of voting, until the termination or conclusion of the canvassing of votes and the proclamation of the winning candidates;
2. Provide sufficient personnel to secure the nationwide transmission lines, substations, and other related power facilities;
3. Provide assistance to and coordinate with the National Grid Corporation of the Philippines (NGCP) to implement clearing of the nationwide transmission facilities to include substations, towers and other related power facilities, in support of its systems operations functions. Towards, this end, the DENR shall facilitate the clearing of trees within the required transmission right-of-way;
4. Secure the area of Tower 25 located along the Agus 2 – Kibawe 138kV line, to enable the NGCP to undertake immediate repair, clearing, and restoration of the said transmission line tower so that Agus 1 and 2 can immediately inject power to the grid thereby increasing the supply of electric power in Mindanao; and



of Section (z)(11) which states that "Any person who, for the purpose of disrupting or obstructing the election process or causing confusion among the voters, propagates false and alarming reports or information or transmits or circulates false orders, directives or messages regarding any matter relating to the printing of official ballots, the postponement of the election, the transfer of polling place or the general conduct of the election."

6. Perform such other duties and functions as the Commission may provide.

**SECTION 6.2. Support from COMELEC Field Offices.** - All Commission field offices are directed to provide whatever support they can extend to the DOE and NGCP in the information dissemination of public awareness materials.

**SECTION 7. The Civil Service Commission (CSC), Duties and Function.**- In connection with the conduct of the October 23, 2017 Barangay and Sangguniang Kabataan Elections, the CSC shall enforce and implement the following:

1. Section 2, Paragraph 4 of Article IX (B), and Section 6 Article IX (B) of the Constitution, which provides that:

*"Section 2. (1) x x x*

*"(4) No officer or employee in the civil service shall engage, directly or indirectly, in any electioneering or partisan political campaign.*

*"x x x.*

*"Section 6. No candidate who has lost in any election, shall within one year after such election, be appointed to any office in the Government or any government-owned or controlled corporation or in any of its subsidiaries."*

2. Section 261 (h) and (i) of the Omnibus Election Code in relation to Comelec Resolution 10177 promulgated on 28 March 2017 insofar as the period of prohibition, and other related provision of law:

*"Section 261. Prohibited Acts. - The following shall be guilty of an election offense:*

*h.) Transfer of officers and employees in the civil service. - Any public official who makes or causes any transfer or detail whatever of any*

officer or employee in the civil service including public school teachers, within the election period except upon prior approval of the Commission.

i.) *Intervention of public officers and employees.* – Any officer or employee in the civil service, except those holding political offices; any officer, employee, or member of the Armed Forces of the Philippines, or any police force, special forces, home defense forces, barangay self-defense units and all other para-military units that now exist or which may hereafter be organized who, directly or indirectly, intervenes, in any election campaign or engages in any partisan political activity, except to vote or to preserve public order, if he is a peace officer.”

3. Section 5 of Republic Act No. 10923<sup>1</sup> insofar as the prohibition on appointments of government officials and employees:

“SEC. 5. *Prohibition on Appointments of Government Officials and Employees.* – The appointment of hiring of new employees, creation of new position, promotion, or giving of salary increases, remuneration or privileges in the barangay shall be prohibited for a period of ten (10) days immediately preceding the election, the provisions of Section 261, paragraph (g), of the Omnibus Election Code to the contrary notwithstanding.”

**SECTION 8. The Commission on Audit (COA), Duties and Functions.** – In connection with the October 23, 2017 Barangay and Sangguniang Kabataan Elections, the COA shall enforce and implement Section 4 of R.A. No. 10923:

*SEC. 4. Section 3 of Republic Act No. 6679 is hereby amended to read as follows:*

“SEC. 3. *Ban on Government Projects.* – The construction or maintenance of barangay-funded roads and bridges shall be prohibited for a period of ten (10) days immediately preceding the date of election, the provisions of Section 261, paragraphs (v) and (w), of the Omnibus Election Code to the contrary notwithstanding.”

**SECTION 9. Precedence of Commission Orders.** – Orders issued by the Commission in connection with the October 23, 2017 Barangay and Sangguniang Kabataan Elections shall take precedence over and above the

<sup>1</sup> An Act Postponing the October 2016 Barangay and Sangguniang Kabataan Elections, amending for the purpose Republic Act No. 9164, as amended by Republic Act No. 9340 and Republic Act No. 10656, Prescribing Additional Rules Governing the Conduct of Barangay and Sangguniang Kabataan Elections and for other Purposes.

orders and directives issued by any other office or agency of the Government.

However, nothing contained herein shall be construed as in any manner affecting or constituting an impairment of the Constitutional powers of the President of the Philippines to conduct and direct the general peace-keeping functions of the PNP.

**SECTION 10. Effectivity.** -This Resolution shall take effect on the seventh (7<sup>th</sup>) day after its publication in two (2) daily newspapers of general circulation in the Philippines.

**SECTION 11. Dissemination and Publication.** - The Executive Director shall furnish copies of this Resolution to all of the above-named departments, agencies, or offices, and to all Regional Election Directors, Provincial Election Supervisors and Election Officers.

The Education and Information Department shall cause the publication of this Resolution in at least two (2) daily newspapers of general circulation in the Philippines, and disseminate this Resolution for the information of the public.

**SO ORDERED.**



**J. ANDRES D. BAUTISTA**  
*Chairman*



**CHRISTIAN ROBERT S. LIM**  
*Commissioner*



**LUE TITO F. GUIA**  
*Commissioner*

**On Official Business**  
**at the time of signing of this Resolution**



**AL A. PARREÑO**  
*Commissioner*

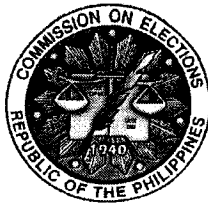


**ARTHUR D. LIM**  
*Commissioner*

**On Leave at the time this matter was approved**  
**MA. ROWENA AMELIA V. GUANZON**  
*Commissioner*



**SHERIFF M. ABAS**  
*Commissioner*



Republic of the Philippines  
**COMMISSION ON ELECTIONS**  
Manila

**CALENDAR OF ACTIVITIES LIM, C.R.S.,  
AND PERIODS OF CERTAIN PARRENO, A.A.,  
PROHIBITED ACTS IN GUIA, L.T.F.,  
CONNECTION WITH THE LIM, A.D.,  
MAY 14, 2018 GUANZON, M.R.A.V.,  
SYNCHRONIZED BARANGAY ABAS, S.M.,  
AND SANGGUNANG  
KABATAAN (SK) ELECTIONS**

Acting Chairman  
Commissioner  
Commissioner  
Commissioner  
Commissioner  
Commissioner

X- - - - - X

Promulgated: January 15, 2018

**RESOLUTION NO. 10246**

Pursuant to the powers vested in it by the Constitution of the Republic of the Philippines, the Omnibus Election Code (B.P. Blg. 881), Republic Acts 6646, 7166, 8189, 8436, 9189, 9369 and other election laws, the Commission on Elections (Commission), **RESOLVED** to prescribe the following calendar of activities and periods of prohibited acts in connection with the May 14, 2018 Synchronized Barangay and Sangguniang Kabataan (SK) Elections:

DATE/PERIOD	ACTIVITIES	PROHIBITED ACTS
January 26, 2018 (FRI)	Last day to file petition for inclusion of voters (Sec. 34, R.A. 8189 in relation to Sec. 29, R.A. 6646 and Resolution No. 10214, Sec. 15)	
February 2, 2018 (FRI)	Last day to file petition for exclusion of voters. (Sec. 35, R.A. 8189 in relation to Sec. 29, R.A. 6646 and Resolution No. 10214, Sec. 16).	
February 7, 2018 (WED)	Last day for the ERB, Citizens' Arm and Civic Organizations to verify, certify and seal the List of Voters for the <i>barangay</i> and <i>sangguniang kabataan</i> elections. (Resolution No. 10214)	

February 12, 2018  
(MON) to February 19,  
2018 (MON)      Period to constitute the  
members of the  
Electoral Board and  
Barangay Boards of  
Canvassers (BBOC).

February 13, 2018  
(TUE)      Last day to post the  
*barangay* and  
*sangguniang kabataan*  
Computerized Voters '  
Lists (CVL). (Sec. 30,  
R.A. 8189 in relation to  
Sec. 29, R.A. 6646).

March 15, 2018 (THU)  
to June 13, 2018 (WED)      Illegal release of  
prisoners before and  
after election. (Sec. 261  
(n), OEC).

March 30, 2018 (FRI)      Last day of submission of  
requests/petitions for  
transfer of voting  
centers/polling places.

April 14, 2018 (SAT) to  
April 20, 2018 (FRI)      Filing of Certificates  
of Candidacy (Sec. 7,  
R.A. 6679) in relation  
to Sec. 29, R.A. 6646.

April 14, 2018 (SAT) to  
May 21, 2018 (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).

April 14, 2018 (SAT) to  
May 14, 2018 (MON)

Vote-buying and vote-selling [Sec. 261 (a), OEC].

April 14, 2018 (SAT)  
until proclamation of  
winning candidates

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

April 14, 2018 (SAT) to  
May 14, 2018 (MON)

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

May 4, 2018 (FRI) to  
May 12, 2018 (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*)

May 4, 2018 (FRI) to  
May 13, 2018 (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.

May 13, 2018 (SUN)

**EVE OF ELECTION**

Campaigning (Sec. 3, OEC).

Selling, furnishing, offering, buying, serving or taking intoxicating liquor, etc., (Sec. 261 (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).*

May 14, 2018 (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 closing of polls.

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).

June 13, 2018 (WED)

Last day to file  
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 (7<sup>th</sup>) day after its publication in two (2) daily newspapers of general circulation in the Philippines.

**SO ORDERED.**



**CHRISTIAN ROBERT S. LIM**  
Acting Chairman



**LUIE TITO F. GUIA**  
Commissioner




**AL A. PARREÑO**  
Commissioner



**MA. ROWENA AMELIA V. GUANZON**  
Commissioner



**ARTHUR D. LIM**  
Commissioner



**SHERIFF M. ABAS**  
Commissioner



Republic of the Philippines  
**COMMISSION ON ELECTIONS**  
Intramuros, Manila

IN THE MATTER OF ADOPTING  
PERTINENT RESOLUTIONS  
PROMULGATED IN CONNECTION  
WITH THE 23 OCTOBER 2017  
BARANGAY AND SANGGUNIANG  
KABATAAN ELECTIONS (BSKE) FOR  
PURPOSES OF THE MAY 14, 2018 BSKE.

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

x-----x

Promulgated: January 15, 2018

RESOLUTION NO. 10247

**WHEREAS**, the Commission on Elections (Commission) promulgated the following pertinent resolutions for the 23 October 2017 Barangay and Sangguniang Kabataan Elections:

- (a) **Resolution No. 10196** dated 13 September 2017 entitled "GUIDELINES ON THE FILING OF CERTIFICATE OF CANDIDACY IN CONNECTION WITH THE OCTOBER 23, 2017 SYNCHRONIZED BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS";
- (b) **Resolution No. 10197** dated 14 September 2017 entitled "RULES AND REGULATIONS ON: (1) THE BAN ON BEARING, CARRYING OR TRANSPORTING OF FIREARMS OR OTHER DEADLY WEAPONS; AND (2) THE EMPLOYMENT, AVAILMENT OR ENGAGEMENT OF THE SERVICES OF SECURITY PERSONNEL OR BODYGUARDS DURING THE ELECTION PERIOD OF THE OCTOBER 23, 2017 BARANGAY AND SANGGUNIANG KABATAAN (SK) ELECTIONS";
- (c) **Resolution No. 10198** dated 14 September 2017 entitled "CONSOLIDATED RESOLUTION FOR: 1) GUIDELINES ON THE ESTABLISHMENT AND OPERATION OF COMELEC CHECKPOINTS; AND 2) INSTRUCTIONS FOR THE CONDUCT OF PRELIMINARY EXAMINATION OF VIOLATIONS OF THE BAN ON FIREARMS, OTHER DEADLY WEAPONS AND SECURITY PERSONNEL; IN CONNECTION WITH THE OCTOBER 23, 2017 BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS (BSKE)";
- (d) **Resolution No. 10199** dated 14 September 2017 entitled "IN THE MATTER OF PLACING SOME AREAS IN THE COUNTRY UNDER COMELEC CONTROL IN CONNECTION WITH THE

OCTOBER 23, 2017 BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS (BSKE)";

- (e) **Resolution No. 10201** dated 26 September 2017 entitled "RULES AND REGULATIONS ON THE LIQUOR BAN IN CONNECTION WITH THE OCTOBER 23, 2017 BARANGAY AND SANGGUNIANG KABATAAN (SK) ELECTIONS";
- (f) **Resolution No. 10202** dated 26 September 2017 entitled "RULES AND REGULATIONS GOVERNING BAN ON CONSTRUCTION OR MAINTENANCE OF BARANGAY-FUNDED ROADS AND BRIDGES IN CONNECTION WITH THE OCTOBER 23, 2017 SYNCHRONIZED BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS";
- (g) **Resolution No. 10204** dated 26 September 2017 entitled "IN THE MATTER OF DEPUTIZING THE ARMED FORCES OF THE PHILIPPINES (AFP) AND THE PHILIPPINE NATIONAL POLICE (PNP) FOR THE PURPOSE OF ENSURING FREE, ORDERLY, HONEST, PEACEFUL AND CREDIBLE CONDUCT OF THE OCTOBER 23, 2017 BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS";
- (h) **Resolution No. 10205** dated 26 September 2017 entitled "IN THE MATTER OF EXEMPTING THE PHILIPPINE NATIONAL POLICE (PNP) AND THE ARMED FORCES OF THE PHILIPPINES (AFP) FROM THE COVERAGE OF SECTIONS 261 (H) AND (R) OF THE OMNIBUS ELECTION CODE IN CONNECTION WITH THE OCTOBER 23, 2017 SYNCHRONIZED BARANGAY AND SANGGUNIANG KABATAAN (SK) ELECTIONS";
- (i) **Resolution No. 10206** dated 26 September 2017 entitled "IN THE MATTER OF THE ENFORCEMENT OF THE PROHIBITION AGAINST APPOINTMENT OR HIRING OF NEW EMPLOYEES; CREATION OR FILLING UP OF NEW POSITIONS; GIVING SALARY INCREASES; TRANSFER OR DETAIL OF CIVIL SERVICE EMPLOYEES; AND SUSPENSION OF ELECTIVE LOCAL OFFICIALS IN CONNECTION WITH THE OCTOBER 23, 2017 SYNCHRONIZED BARANGAY AND SANGGUNIANG KABATAAN (SK) ELECTIONS";
- (j) **Resolution No. 10209** dated 26 September 2017 entitled "RULES AND REGULATIONS GOVERNING CAMPAIGN FINANCE AND DISCLOSURE IN CONNECTION WITH THE OCTOBER 23, 2017 SYNCHRONIZED BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS";
- (k) **Resolution No. 10210** dated 27 September 2017 entitled "IN THE MATTER OF DEPUTIZING THE DEPARTMENT OF INTERIOR AND LOCAL GOVERNMENT (DILG), THE NATIONAL POLICE COMMISSION (NAPOLCOM) AND OTHER LAW ENFORCEMENT AGENCIES, CERTAIN DEPARTMENTS UNDER THE EXECUTIVE BRANCH, OTHER GOVERNMENT

AGENCIES, GOVERNMENT-OWNED AND CONTROLLED CORPORATIONS AND FINANCIAL INSTITUTIONS, FOR THE PURPOSE OF ENSURING FREE, ORDERLY, HONEST, PEACEFUL AND CREDIBLE CONDUCT OF THE OCTOBER 23, 2017 BARANGAY AND SANGGUNIANG KABATAAN ELECTIONS”;

- (l) **Resolution No. 10211** dated 3 October 2017 entitled “GENERAL INSTRUCTIONS FOR THE MEMBERS OF THE ELECTORAL BOARDS AND BARANGAY BOARD OF CANVASSERS (BBOCs) IN CONNECTION WITH THE CONDUCT OF THE OCTOBER 23, 2017, SYNCHRONIZED BARANGAY AND SANGGUNIANG KABATAAN (SK) ELECTIONS”;

**WHEREAS**, the Commission promulgated Resolution No. <sup>10246</sup> dated Jan. 15, 2018, providing for the calendar of activities and periods of prohibited acts in connection with the 14 May 2018 BSKE.

**NOW, THEREFORE**, the Commission on Elections, by virtue of the power vested in it under the Constitution, the Omnibus Election Code, and other election laws, **RESOLVED**, as it hereby **RESOLVES**, to **ADOPT** the abovementioned Resolutions for purposes of the 14 May 2018 BSKE, subject to the dates and periods as provided in Resolution No. <sup>10246</sup> containing the calendar of activities and periods of prohibited acts in connection with the 14 May 2018 BSKE.

**RESOLVED further**, that any and all reference to the date 23 October 2017 and the “*election period*” are to be read and understood as referring to the 14 May 2018 BSKE and the election period set under Resolution No. <sup>10246</sup>, which is from **14 April 2018 (SAT) to 21 May 2018 (MON)**.

**RESOLVED finally**, that the dates set under the relevant sections of the pertinent resolutions, *viz.*:

- (1) Sections 9, 13, 16 and 17 of Resolution No. 10196;
- (2) Sections 7 and 37 of Resolution No. 10197;
- (3) Section 2 of Resolution No. 10201;
- (4) Sections 2, 3, 5 [d], 6-7 and 10 of Resolution No. 10202;
- (5) Section 2 of Resolution No. 10204;
- (6) Section 3 of Resolution No. 10206; and
- (7) Section 5, 17, 20 and 23 of Resolution No. 10209;

are hereby amended and shall be read as follows:

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## 1. RESOLUTION NO. 10196

***"SECTION 9. Period for Filing Certificate of Candidacy. -*** The COC shall be filed from **April 14-20, 2018**, at 8:00 AM to 5:00 PM. xxx"

***SECTION 13. Reports of the Certificates of Candidacy Received. -***

The Head of the Receiving Office shall: xxx

The Receiving Officer shall submit, through electronic mail, a Certified List of Candidates to the ERSD not later than **April 23, 2018**.

***SECTION 16. Delivery of Certificates of Candidacy and Other Documents. -*** On or before **April 23, 2018**, the Election Officer concerned shall submit the following documents 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 **April 24, 2018**, the documents to the ERSD:

- a) Hard and Soft (MS Word format) 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 **May 4, 2018**, 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*."

## 2. RESOLUTION NO. 10197

***SECTION 7. Application for authority to bear, carry or transport Firearms or Deadly Weapons -*** Applications for the issuance of authority to bear, carry or transport firearms or deadly weapons shall start on **April 2, 2018**. xxx

***SECTION 37. Validity of the Certificate of Authority. -***The Certificate of Authority shall be valid from date of issuance until **May 21, 2018**, unless: xxx

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### **3. RESOLUTION NO. 10201**

**SECTION 2. Period of Prohibition.** - The liquor ban shall be in force and effect on the day before the election (May 13, 2018) and on election day (May 14, 2018).

### **4. RESOLUTION NO. 10202**

**Sec. 2. Prohibition on release, disbursement or expenditure public funds** - Effective May 4, 2018 to May 12, 2018, xxx

1. Any and all kinds of barangay-funded roads and bridges, except the following:

- a. Maintenance of existing and/ or completed barangay-funded roads and bridges: xxx prior to **May 4, 2018**, shall be permitted to work during such time: Provided further, xxx starting **May 4, 2018 to May 12, 2018**;
- b. Work undertaken by contract xxx before **May 4, 2018**: xxx shall not be considered work by contract;
- c. Payment for the usual cost of preparation xxx before **May 4, 2018**: Provided, that xxx

**Sec. 3. Submission to the Commission of certified lists of authorized public works projects** - On or before **May 4, 2018**, punong barangays shall submit xxx, certified lists of the following:

- a. all on-going barangay public works commenced before **May 4, 2018**;
- b. similar projects under foreign agreements; and
- c. all barangay public works undertaken by contract through public bidding held, or negotiated contract awarded before **May 4, 2018** together with a copy of said contracts.

**Sec. 5. Requirements for maintenance of existing or completed barangay public works projects.** - The following documents must be submitted by the requesting party:

- d. A notarized or sworn undertaking not to allow more than the number of laborers or employees already employed during the six-month period to work before **May 4, 2018**; and

**Sec. 6. Documentary requirements for public works projects undertaken by contract through public bidding or by negotiated contract awarded before May 4, 2018-** The following documents must be submitted by the requesting party:

**Sec. 7. Requirements for payment xxx for such work in the central office and field storehouses before May 4, 2018.**

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5. RESOLUTION NO. 10204

***SEC. 2. Duties and Functions of the Armed Forces of the Philippines and the Philippine National Police as deputies. -***

The AFP and PNP are hereby deputized to perform the following duties and functions: xxx

From April 14, 2018 to May 21, 2018, no changes in the assignments of PNP personnel can be effected except upon prior written permission of the Commission.

6. RESOLUTION NO. 10206

***SECTION 3. Total Ban on Appointment, Hiring of New Employees, Creation of New Position, Promotion or Giving of Salary Increases, Remuneration or Privileges in the Barangay. -***

From May 4, 2018, Friday until May 13, 2018, Sunday the appointment or hiring of new employees, creation of new position, promotion or giving of salary increases, remuneration or privileges in the barangay shall be strictly prohibited.

***SECTION 6. Prohibited Act and Period of Prohibition. -***

From April 14, 2018, Saturday to May 21, 2018, Monday, no public official shall, except upon prior written authority of the Commission, make or cause any transfer or detail whatsoever of any officer or employee in the civil service, including public school teachers.

***SECTION 10. Prohibited Acts. -*** From April 14, 2018, Saturday to May 21, 2018, Monday, the provisions of law to the contrary notwithstanding, no public official shall, except upon prior written approval of the Commission, suspend any elective provincial, city, municipal or barangay officer.

***SECTION 19. Continuing Authority to Transfer Government Employees Granted to Certain Government Agencies. -***

For purposes of xxx hereby grants continuing authority to the following government agencies to transfer or detail their officers or employees from April 14, 2018 to May 21, 2018, in view of the nature of their functions: xxx

***SECTION 22. Exemption. -*** The Commission on Elections is hereby exempted from the prohibition to transfer or assign or reassign its personnel from April 14, 2018 to May 21, 2018.

7. RESOLUTION NO. 10209

***Sec. 5 Report of contributions; When and Where to file. -*** Every person giving contributions, whether in cash or in kind, to any

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candidate, or authorized representative of such candidate shall, not later than **June 13, 2018**, xxx.

**Sec. 17 When and where to file SOCE.** - Every candidate, including those who withdrew, shall file SOCE not later than **June 13, 2018**, from 8:00 a.m. to 5:00 p.m. during weekdays, at the Office of the Election Officer concerned.

**Sec. 20 Record Requirement for Administration of Oaths.** - xxx


Except Election Officer, who shall submit the record in accordance with Section 23 hereof, all authorized officers in the preceding section shall submit the record to the CFO not later than **June 13, 2018**.

**Sec. 23 Collation at the Office of the Provincial Election Supervisor and submission to CFO.** - xxx

The Provincial Election Supervisor shall, not later than **June 27, 2018**, submit all documents enumerated in the preceding section to the CFO through the Commission's official courier.

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

SO ORDERED.

  
CHRISTIAN ROBERT S. LIM  
Acting Chairman

  
AL A. PARRENO  
Commissioner

  
LUE TITO F. GUIA  
Commissioner

  
ARTHUR D. LIM  
Commissioner

  
MA. ROWENA AMELIA V. GUANZON  
Commissioner

  
SHERIFF M. ABAS  
Commissioner