_____ Cooperative

Rules and Regulation Governing Election of Officers

Rule 1. The Election Committee shall post the Notice of Vacancy ***two (2) weeks*** before the General Assembly Meeting at the Regular place of business of _____ and shall notify the members in **WRITING** of the same.

Rule 2. ***Vacant Position for BOARD OF DIRECTOR (BOD)shall be filed by the interested member together with the Candidacy Form one (1) week before the General Assembly Meeting duly received by the Secretary of the Board who will acknowledge receipt thereof. The Latter will endorse together with the Certification that the member vying for vacant position is in good standing to the Election Committee for the Screening who shall met the following Qualification Standard:***

- ***Have attended and completed Pre- Registration Seminar;***
- ***Have attended the Eight (8) training hours of Fundamental Cooperative and Governance and Management of Cooperative to be certified by the Secretary of the Board;***
- ***Have a Capital Build Up of P 10,000.00 to be confirmed and certified by the Manager;***
- ***Has been a member for Two (2) years;***
- Patronize the services of the cooperative;
- Not delinquent in their Obligation***;***

In the event that there are no interested members submitted their Candidacy Form, a Ballot Nomination shall be held; Additionally, when the number of candidates is less than the vacant position for Board of Director, in which case, those members who submitted its Candidacy Form shall be automatically elected while those remaining number shall be held for Ballot Nomination;

Rule 3.***Vacant Position for three (3) members in every Election and Audit Committee shall be done on Ballot Nomination Only following the Qualification Standard;***

- ***Have attended and completed the PMES;***
- Have paid the minimum share capital***;***
- Have been a member for One (1) year;
- Not delinquent in their Obligation;
- Patronize the services of the cooperative;

Rule 4. The Election Committee shall screen the Candidates and its qualification ***Three (3) days before*** the General Assembly Meeting and shall inform the candidates on the outcome of their screening through Phone Call and SMS;

Rule 5. In case of nomination, one member shall be allowed to nominate only ONE (1) individual in any or all of the elective position to be held vacant. ***Members who is***

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NOT present during General Assembly Meeting shall have no right to vote through SMS, Phone Call and other social media;

Rule 6.***In the event that the Elected Officer abstains his/her position, the next candidate who garnered the next highest votes shall be officially elected;***

Rule 7. Any interested member may file a written protest, within Fifteen (15) days from the date of Proclamation of Winners, to the Election Committee, who shall within Thirty (30) days from receipt thereof, make their final decision. Otherwise, the decision of the Election Committee shall final and executory;

Rule 8. The decision of the committee shall be appealable to the Board of Directors within FIFTEEN (15) days from receipt of said decision, who shall decide said appeal within THIRTY (30) days from receipt thereof. The decision of the Board of Directors in final, executory and non- appealable.

Rule 9. Review or Recounting of the result of the canvass by the Election Committee shall be done during the meeting called for the Purpose, in the presence of TWO (2) competent witness. The minutes of the said and the result of the review or recounting shall be posted in a conspicuous place at the usual place of business and furnish in the protester;

Rule 11. ***Cooperative Officer must undergo mandatory training requirements and the person responsible to ensure the compliance thereof shall be the Election Committee, in case of elective officers, and in the case of appointed officers, the Board of Director (MC # 2015-09);***

Rule 12. ***Provision that Non-Compliance with the training requirements during their term shall be one of the grounds for disqualification for future election or appointments in any position in the cooperative (MC # 2015- 09);***

Rule 13. On the day set for election, every candidate or nominee shall be allowed to enter the place designates for the conduct of election solely for the purpose of exercising hi/her right to suffrage and shall not be allowed to linger beyond the period necessary in order to avoid possible coercion or exercise of undue influence. It shall be prohibited for every and all candidates or nominees to bring firearms or any munitions inside the voting area and within 10-kilometer radius outside said area.

Rule 14. **No Elective Officials shall serve or to be elected to another cooperative;**

Rule 14. ***All previous guidelines issued by the Cooperative which are inconsistent with these guidelines are hereby repealed or modified accordingly.***

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