

# **SOLIDARITAS CREDIT COOPERATIVE ELECTION GUIDELINES 2015**

In accord with sections 13 and 14 of Art. III: GOVERNMENT of the Code of By-Laws of the Solidaritas Credit Cooperative, and as duly deliberated and approved in the Regular Meeting of the Board of Directors held last January 26, 2015 at the conference room of the Bahay Pari, San Carlos Pastoral Formation Complex, Guadalupe Viejo, EDSA, Makati as **Board Resolution no. Y15-03**, the following **ELECTION GUIDELINES 2015** is hereby promulgated for immediate implementation as follows:

## **Art. I. ON THE QUALIFICATIONS OF A DIRECTOR AND OFFICER:**

### **Sec. 01: A REGULAR MEMBER**

He should be a REGULAR MEMBER, of the cooperative. Thus, the Regular clergy of the dioceses of Cubao, Paranaque, Pasig, Novaliches, Kalookan and Antipolo and that of the Archdiocese of Manila, and the Bishops of the Philippines are qualified to run for Directorship or be appointed as an officer.

### **Sec. 02: A MEMBER IN GOOD STANDING**

He should be a Member-in-Good-Standing (**MIGS**); that is:

- a) He patronizes the services of the cooperative;
- b) He has no case of delinquency; that is, he has no unpaid balance of more than 3 months;
- c) He has attended, at least, one of the last two general assemblies; and
- d) He has not committed any act injurious to the interests of the cooperative as stipulated by Cooperative Code of the Philippines.

### **Sec. 03: RESIDENCY**

A candidate for office should have a residency as SCC regular member of at least five (5) years.

### **Sec. 04: MINIMUM AGE**

He should be, at least, thirty (30) years old.

### **Sec. 05: REQUIRED SHARE CAPITAL**

A candidate for office should have a share capital of, at least, TWO HUNDRED THOUSAND PESOS (PHP 200,000.00).

### **Sec. 06: REGULAR ATTENDANCE OF MEETINGS AND SEMINARS**

He is willing to regularly attend the board meetings and to fulfill the prescribed requirements; in particular, to undertake the CDA-mandated education seminars and courses for Directors and Officers.

### **Sec. 07: PHYSICAL PRESENCE DURING THE ELECTION**

Whereas, proxy voting is not allowed, a nominee, to be officially declared as a candidate for an office and be duly elected as such, should be physically present during the election proper.

## **Art. II. ON THE ELECTION PROCESS:**

### **Sec. 01: FILING OF CANDIDACY**

- Qualified regular members will be invited to apply for office.
- In case, no candidate has applied for office, after the set deadline for filing for candidacy has expired, the Board of Directors may endorse to the Election Committee candidates for election.
- The Election Committee will undertake the screening process of the candidates for election.

### **Sec. 02: ON ELECTION CAMPAIGN PERIOD**

- The Election Committee will then promulgate the start of the period of **ELECTION CAMPAIGN**.
- The Election Committee will ensure that the candidates for office are made known to the members.
- The Election Committee may attach in the election ballots information flyers on the identity and competency of the candidates.
- Furthermore, prior to the election proper, the candidates may be given a maximum of two minutes each to speak before the General Assembly to introduce themselves.

### **Sec. 03: ELECTION PROPER**

- In a venue, date, and time to be duly announced, the Election of the Board of Directors and the Officers and Members of the Credit Committee and Audit Committee shall be conducted in the presence of the majority of the members of the Solidaritas Credit Cooperative or as practiced, during the annual General Assembly.

- Immediately prior to the Election proper, the Election Committee will proclaim the **OFFICIAL DECLARATION OF CANDIDATES** for the election. Thereafter, the **ELECTION PROPER** will be held under the sole authority of the Election Committee. Observing the following norms:
  - Only Regular Members can vote,
  - Only one ballot per each qualified voter, and
  - Ballots should be duly filled-up; otherwise, it will be declared as a spoiled ballot.

#### **Sec. 04: POST-ELECTION AND DECLARATION OF WINNERS**

- After the election, the Election Committee will conduct the official **COUNTING OF BALLOTS**.
- In case of tie, the Election Committee will decide on the matter promptly and efficiently, applying acceptable cooperative standards;
- Thereafter, the Election Committee will announce the **OFFICIAL DECLARATION OF WINNERS** of the election.
- Then, the Election Committee will entertain any election protest, which is to be resolved immediately.
- The General Assembly will respect and hold the decisions of the Election Committee as inviolable, final and executory for the welfare and best interest of the SCC.
- The **INDUCTION** of the newly elected Board of Directors and Officers shall be held within two weeks from the date of General Assembly.

#### **Art. III: REVISIONS:**

- These guidelines may be revised in part or as a whole upon the recommendation of the majority of the Board of Directors and then duly approved by the General Assembly.

#### **Art. IV: EFFECTIVITY:**

These guidelines take effect immediately.

**Rev. Fr. ROY BELLEN**  
Election Committee

Approved by:

  
**Rev. Fr. ANTON C.T. PASCUAL**  
Chairman, Board of Directors