



ELECTION CODE

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RULES AND REGULATIONS GOVERNING THE ELECTION OF THE OFFICERS AND MEMBERS OF THE BOARD OF DIRECTORS OF THE PHILIPPINE ASSOCIATION OF MEDICAL TECHNOLOGISTS, INC.

**A. Notice to the Membership by COMELEC**

COMELEC shall disseminate all relevant and related information to the membership regarding the forthcoming Election.

1. Date of election
2. Date for Filing of Candidacy
3. Positions to be filled up during the election

**B. Qualifications of Candidates**

The qualifications, as stated in the amended Constitution of 2017, with no additional qualifications inconsistent with any of the provisions of the said constitution, will be followed and used to screen those signifying their intent to run for the Board of Directors of PAMET through their Certificate of Candidacy. The qualifications are as follows:

1. A citizen and a resident of the Republic of the Philippines; Dual citizenship is accepted, provided that the place of work is in the Philippines.
2. A registered Medical Technologist/ Medical Laboratory Scientist of the Professional Regulation Commission of the Republic of the Philippines.
3. A qualified voter of the association as certified by the Committee on Membership.
4. A member in good standing belonging to category B Regular, Diplomate or Fellow membership for at least five (5) consecutive years, with no lapses, prior to the current election, provided that for chapters, the required years of membership in good standing shall be at least two (2) years.
5. Physically, psychologically and morally fit.
6. Practicing as a Medical Technologist/ Medical Laboratory Scientist for at least five (5) consecutive years, with no lapses prior to the election in any of the following areas of practice: clinical laboratory, academe, and other specialization related to health care. A combination of practice from different areas is acceptable, provided, that for chapters, years of practice shall be at least two (2) consecutive years.
7. Employed or residing in the locale where he is seeking position as member of the Board of Directors.
8. Not a holder of immigrant visa at the time of application for candidacy.
9. Never been convicted nor does not have pending criminal, civil or administrative case before any court, the Committee on Ethics or in the workplace.
10. Never been found guilty of any offense and given sanction by PRC and/ or PAMET Committee on Ethics.
11. Never been previously removed from the Board for any cause.
12. Never had a record of gross violations of the Constitution and By – laws, Code of Ethics and Election Code.
13. Never been part or instrumental in any illegal act or misrepresentation damaging to the reputation, name and image of the association.
14. Not a member or officer of any other party, group or organization of Medical Technologists/ Medical Laboratory Scientists, unless there is no conflict of interest with PAMET, direct or indirect.
15. Not a part of any party, group or organization that is identical or deceptively or confusingly similar with PAMET or is patently deceptive, confusing or contrary to existing organization.
16. Not an incumbent Regional Director or an officer or a Board Director of any chapter.
17. No pending or unsettled major obligations with the association.



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**C. Requirements**

1. The official form, called the Certificate of Candidacy (COC), must be used by all prospective candidates when filing their candidacy. The COC must have the following information, which helps identify the prospective candidate, and to some extent, provides a quick look on the character/disposition of the prospective candidate.
  - a. Personal Data – to include work experience(s), awards/citations/scholarships, and participation in PAMET and other professional/civic organizations
  - b. Declaration of Commitment
    1. Code of Election Ethics ; and
    2. Self – Evaluation Questionnaire
  - c. Three (3) Character References - not related to the prospective candidate either by consanguinity or affinity
  - d. Management Consent from any of the following :
    1. Immediate head where prospective candidate works;
    2. A member of senior management from the place of work (i.e., not necessarily from the same unit or department where he/she works).
  - e. Certification and acknowledgement by the prospective candidate
2. A completely accomplished COC must be accompanied by duplicate copies of the following documents, which help establish the identity of the prospective candidate.
  - a. Photocopy of the latest and valid PRC ID Card (i.e., front and back side of the ID);
  - b. Photocopy of the 2018 PAMET ID Card (i.e., front and back side of the ID); and
  - c. A recent 2x2 colored picture.

**D. Filing and Evaluation of Certificate of Candidacy (COC)**

1. The completely accomplished COC, accompanied with the required pertinent supporting documents (photocopy only) must be submitted personally to the PAMET Office **not later than 3 P.M. of October 30, 2018** for sufficient screening of candidates by the COMELEC.
2. The COC must be submitted in a sealed envelope addressed to –

**PAMET COMMITTEE ON ELECTIONS**  
Unit 1720, 17<sup>th</sup> Floor, Cityland 10, Tower 2  
8817 Ayala Avenue, North, Makati City
3. Original copies of the required pertinent supporting documents must be presented to the PAMET Office for verification and acknowledgment, together with the 2 sets of photocopy of the said documents. The 2<sup>nd</sup> set of photocopies will serve as the receiving copy for the Certificate of Candidacy.
4. Opening of the sealed envelopes containing the COCs will be done only by the COMELEC in the PAMET Office or any designated venue by the COMELEC not earlier than the designated deadline.
5. COC will automatically be invalidated for any of the following reasons :
  - a. Failure to comply with the filing procedures;
  - b. Improperly accomplished COC; or
  - c. Information or statement(s) contained in the COC, which are found to be untrue or false upon validation by the COMELEC.



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6. COMELEC shall advise candidates on the status of their candidacy no later than two (2) weeks before the Election.
7. Accepted candidates will be advised that -
  - a. They must be registered as full-conference-delegate. **Please note that there will be no on-site registration.**
  - b. They must be physically present during the presentation of candidates to the membership on December 3, 2018, 12:00 noon.
  - c. They must refrain from giving out campaign materials or engage in electioneering in whatever form on the day of the Election.
8. The COMELEC shall prepare a summarized information/ profile of all qualified and accepted candidates to be appropriately posted in the website, one week before the Election, and in the designated areas in the convention venue, before the start of the convention (i.e., before the Formal Opening Ceremonies).

**E. Election**

1. Voting areas in the convention venue shall be designated for:
  - a. Voters who are registered as convention delegates, either as full- or daily-conference delegates; or
  - b. Voters who are not registered as convention delegates.
2. Only physically present Fellows, Diplomates and Regular Members/Category B, who are members in good standing, are qualified to vote. A member in good standing is someone with continuous membership, with no lapses for two (2) consecutive years.
  - a. Voting members (Regular Category B, Diplomate and Fellow) must present their PAMET IDs to COMELEC.
  - b. Validity period of IDs of members of good standing is within the prescribed period.
3. Voting shall be on December 4, 2018 (8:00AM – 3:00PM)
  - 3.1. Only those candidates who are physically present during the presentation of candidates and registered as full-conference-delegate can be included as final candidates.
4. Electronic election system shall be employed.
5. Electronic canvassing shall immediately commence after the last ballot has been cast.
6. Election results shall be determined by plurality votes. However, there will be a two-step process.
  - 6.1. Candidates shall be ranked according to the number of votes obtained.
  - 6.2. The candidates with the highest votes following the allotted slots per area of practice will be declared as the winners. (According to the Constitution, the distribution of the 15 slots is as follows – at least ten for clinical, no more than three for academe and no more than two for other specialization related to healthcare and one slot will be reserved for the winning chapter candidate regardless of his area of practice.)
7. Official announcement of the results of election shall be made by the Chair of COMELEC to the membership.
  - 7.1. The results of election should include all names of candidates with corresponding number of votes received.
  - 7.2. The order of names shall be based on number of votes received (i.e., from highest to lowest).



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8. COMELEC shall post the results of the election in the designated area(s) in the convention venue after the official announcement.
9. COMELEC shall conduct the Election of Officers if there are no election protests, through the use of ballots, after the announcement of winners.
  - 9.1. Election protests must be filed in writing to the COMELEC by 5:00 PM within the day of the announcement of the winners by COMELEC.
  - 9.2. Election protests shall be investigated and resolved by the COMELEC no later than December 5, 2018, 12:00 NN.
10. The Chair of COMELEC shall officially proclaim the elected Officers and Board of Directors during the Closing Ceremonies.
11. The Oathtaking of the elected Officers and Board of Directors shall be done after the formal proclamation.

**F. Security of the conduct of the election**

1. The COMELEC shall ensure security of data and orderly conduct of election by implementing the following:
  - 1.1 Ensure the presence of more than 1 member of COMELEC when conducting any election proceedings that directly affect the casted vote for the candidate.
  - 1.2 Require security personnel from the 54<sup>th</sup> PAMET Annual Convention Committee on Security to be physically present in the voting precinct to disperse and manage possible threat to an orderly conduct of election.
  - 1.3 Ensure that the implementation of the election code and proceedings is documented for future reference and traceability.
  - 1.4 Secure classified election records by sustaining limited and controlled access to designated members of COMELEC only in order to preserve the integrity and purity of election data.
2. Election data are records produced as a result of the implementation of the Election Code which includes, but not limited to:
  - 2.1 Certificate of Candidacy (COC)
  - 2.2 Supporting documents of COC
  - 2.3 Electronic results of votes
  - 2.4 Election protests or complaints
  - 2.5 COMELEC record of investigation
  - 2.6 COMELEC record of resolution and/or decision
  - 2.7 Validated photos and photocopies of PRC ID and 2018 PAMET ID
  - 2.8 Certification of Election Results
3. Election data shall be under the custody of COMELEC, retrieved when appropriately warranted and shall be retained for at least 5 years unless specified otherwise.

**G. Others**

1. Official interpretation of the above Rules and Regulations is reserved for the COMELEC and shall not be contested.
2. Rules not covered by the above Rules and Regulations shall be within the discretion of the COMELEC.