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UNITED ARCHITECTS OF THE PHILIPPINES  
The Integrated and Accredited Professional Organization of Architects (IAPOA)

COMMISSION ON ELECTIONS (FY 2020-2021)

March 26, 2021

The General Membership  
United Architects of the Philippines

Thru: All Chapter Presidents

Greetings!

Relative to the 2021 UAP Annual National Elections, kindly be informed of the following:

I. COMELEC GUIDELINES

A. CAMPAIGN GUIDELINES (PHASE 1)

- 1. Purpose.** The purpose of the Campaign Guidelines is to set the rules that shall govern election campaigning and to provide the Commission on Election with guidelines for dealing with campaign violations, complaints, sanctions, and appeals.

It is expected that all candidates will conduct their campaigns in an honest and ethical manner, with particular consideration for the rights and privileges of fellow candidates.

- 2. Definition of Campaigning.** Campaigning is defined as promoting one's candidacy to the UAP general membership. This includes but is not limited to speeches and campaigning. Additional campaigning activities will be at the discretion of the COMELEC. Campaigning should highlight:

- i.** Presentation of the personal qualifications and accomplishments of the candidates;
- ii.** Discussing a candidate's stand on issues; and
- iii.** Discussing a candidate's goals and objectives



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3. General Guidelines

- i. Rules are meant to ensure fairness, keep order, and preserve the integrity of the UAP election. In general, candidates should try to maintain the “spirit of the campaign” which is an atmosphere of friendly competition with others and respect for the election process.
- ii. All candidates are responsible for their campaigns, which includes others whom they know are campaigning for them. It is the responsibility of all candidates to know the campaign rules and to ensure that their campaign helpers follow the rules.
- iii. Campaigns should not violate any existing provisions of the UAP By-laws, COMELEC rules or policy or destructively interfere with:
  - a. The COMELEC’s job to run the election and preserve its integrity.
  - b. Other candidate’s campaigns.
- iv. No candidate may begin campaigning before the time set by the Commission on Elections as the start of official campaigning. For the 2021 Annual National Elections, **campaign period commences on MARCH 29, 2021, MONDAY, 8:00 AM and ends ON APRIL 22, 2021, THURSDAY, 5:00 PM.**
- v. Candidates may be allowed to form groups, teams or parties in order to exercise fairness to all candidates.
- vi. The UAP COMELEC shall publish the official list of candidates and all related materials in all UAP online platforms (Official FB Accounts, website, YouTube).

4. Candidates’ Forum (AREAS) via Zoom or other online platforms

- i. A Candidates Forum via Zoom/other online platforms in every Area may be scheduled or arranged by the COMELEC Area Representatives;
- ii. The COMELEC Area Representative shall present the Official Candidates, in alphabetical order, from lower to higher positions;
- iii. Candidates for the office of the National President will present his or her statements for a maximum time of five (5) minutes, visual presentations, if any, shall be part of the maximum time allotted, COMELEC sanctioned forum/fora.



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- iv. Candidates for all other offices will present his or her statement for a maximum of three (3) minutes, visual presentations, if any, included. After all statements from the candidates are completed, the COMELEC Area Representative is responsible for closing the Candidates Forum.

5. Statement of Commitment

- i. All Official Candidates to the National Positions are required to sign the Statement of Commitment to commit themselves to make the election transparent, honest, clean and democratic.
- ii. Statement of Commitment shall be sent to the official email account of the COMELEC on or before **MONDAY, MARCH 29, 2021.**

B. MANNER OF ELECTIONS

1. Designation of Place, Time and Date of Election

- i. For the 2021 UAP Annual National Election, transmittal of ballots from Chapters, Chapter Presidents and National Board of Directors to the official UAP COMELEC email account shall be until **12:00 NN OF APRIL 23, 2021.** Note: Only the first transmitted ballot (to the official email account of UAP COMELEC) shall be recognized by the COMELEC.
- ii. The transmittal of ballots shall be made through online using the official email account of UAP Commission on Elections: **uapcomelec2021@yahoo.com**
- iii. The Committee on Accreditation shall open the official COMELEC email account (**uapcomelec2021@yahoo.com**) at **8:00 AM APRIL 23, 2021** to retrieve and open all the ballots for printing.

2. Dissemination of Ballots to Chapters

- i. Official Ballots will be disseminated to Chapter Presidents (for the Chapter Vote and Chapter President's Vote) and NBD Members (for NBD Vote) **ON OR BEFORE MONDAY, APRIL 5, 2021** to the official email accounts of Chapter Presidents and NBD Members.
- ii. Chapter Presidents and NBD members are advised to update or send their respective email addresses to UAP COMELEC **ON OR BEFORE SATURDAY, APRIL 3, 2021.**

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2019 APAC Association Awards by Eventbank

2019 The International Achievement Award by the Europe Business Assembly (EBA), UK

2019 and 2018 PCAAE's ANG SUSI Award

8-Time PRC's Outstanding Accredited Professional Organization of the Year (2002, 2007, 2008, 2011, 2014, 2017, 2018, 2019)

First-ever recipient of DTI-CIAP's Outstanding Professional Organization (2017)

2010 EAROPH 50th Golden Jubilee Award

2009 Father Neri Satur Award for Environmental Heroism

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3. Canvassing, Tallying and Counting of Votes

- i. All ballots will be printed under the supervision of the Committee on Accreditation and, afterwards, turned over to the Committee on Canvassing where the counting of the ballots shall commence.
- ii. The canvassing will be held at the 6th Floor of the UAP National Headquarters Building, Quezon City under the direct supervision of the UAP COMELEC through the Committee on Canvassing (with no more than 10 persons pursuant to social distancing guidelines).  
  
Necessary health and safety protocols must be strictly observed pursuant to government guidelines.
- iii. The COMELEC shall resolve any challenged ballots, if possible, before any ballot envelopes are opened and the counting begins. The COMELEC should keep a record of decisions made and explain the reason for each voter eligibility decision to observers.
- iv. The Committee on Canvassing shall take charge of the canvassing, and tallying of votes

4. **Reason for Failure to Count Ballots.** At ballot counting, only the COMELEC shall determine if a ballot is void or not. Ballots with identifying marks shall be considered void. The disqualified ballot will be signed by the Chairman on Canvassing and reason for disqualification.

5. **Resolution of Ties.** When two (2) or more candidates garnered the same number of votes for any position, COMELEC after officially recording this fact, shall break the tie by toss coin. In case of ties for 3 candidates - draw lots.

6. **Certification of Election Results.** After the completion of canvassing, the election results shall be duly certified by the Chair and Members of the Committee on Canvassing and the Chair of COMELEC and shall be submitted as the official record in the secretariat under the responsibility of the Secretary General. All election documents shall be properly secured and properly turned-over to the UAP National Administration Office.

B. PROTEST PERIOD AND PROCLAMATION OF WINNERS

- 1. **Proclamation of Winners.** The Chair of COMELEC shall officially proclaim the winners in the Elections as duly certified during the Closing Ceremonies of the 46<sup>th</sup> UAP National Convention on **APRIL 24, 2020**.
- 2. **Protest.** Any protest contesting the result of the Elections shall be filed within the forty eight (48) hours after the proclamation of the winning candidates. The



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UAP NATIONAL HEADQUARTERS BUILDING, 53 SCOUT RALLOS STREET, BARANGAY LAGING HANDA, QUEZON CITY, PHILIPPINES 1103  
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protest shall be filed with COMELEC in writing through the official UAP COMELEC email address which is limited only on the objections to the conduct or results of the election accompanied by specific allegations that if proven true would have a probable impact on the outcome of the election.

After the required forty eight (48) hours and no protest had been filed, the proclamation of the winning candidates by the COMELEC shall become final and irrefutable/executory.

**3. Induction of Newly-elected Officers.** The Induction of the newly-elected officers shall be done on or before July 1. The Induction of the newly-elected officers shall be under the auspices of the incumbent National Board of Directors.

II. LIST OF QUALIFIED CANDIDATES, FY 2021-2022

A. EXECUTIVE COMMITTEE

- FOR NATIONAL PRESIDENT:  
ARCH. RENATO A. HERAY
- FOR NATIONAL EXECUTIVE VICE PRESIDENT:  
ARCH. ARMANDO EUGENE C. DE GUZMAN III
- FOR AREA A VICE PRESIDENT:  
ARCH. CARLOS R. SALVADOR, JR.
- FOR AREA B VICE PRESIDENT:  
ARCH. RODELO CRISTETO L. UMALI
- FOR AREA C VICE PRESIDENT:  
ARCH. JOSE GLENN G. DE GUZMAN
- FOR AREA D VICE PRESIDENT:  
ARCH. ALBERT S. ROSEL
- FOR SECRETARY GENERAL:  
ARCH. JONATHAN V. MANALAD
- FOR NATIONAL TREASURER:  
ARCH. JASON S. ANG
- FOR NATIONAL AUDITOR:  
ARCH. ALBERTO C. DUMLAO  
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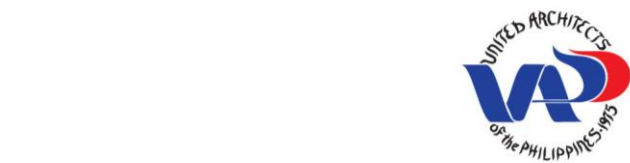
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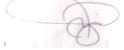




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