

## **NATCCO MBAI ELECTION CODE**

### **Article I AUTHORITY**

Pursuant to Article VI of the NATCCO MBAI By Laws, the Nomination Committee (NOCOM) hereby promulgates the following rules and regulations in the conduct of election.

### **Article II DATE OF ELECTION**

The election of the members of the Board of Trustees will be held during the Annual Meeting (AM), scheduled every last Tuesday of May of each year on such time and place as may be decided by the Board of Trustees.

### **Article III VOTERS' QUALIFICATION**

The following are considered as qualified voters:

1. Any individual member currently insured under any of the insurance products of NMBAI.
2. Any individual member currently insured under any of the insurance products of NMBAI, authorized by partner-institution to carry proxy votes, for and in behalf of members who cannot attend the Annual Meeting.

### **Article IV CANDIDATES' QUALIFICATIONS AND DISQUALIFICATIONS**

Any member entitled to vote, who has the time, willingness and ability to serve, is qualified to seek office as Trustee, except those who are under any of the following circumstances:

1. Having served for two (2) consecutive terms
2. Having conflicting interest with the business of NMBAI
3. Having been absent for three (3) consecutive board meetings without being excused
4. Holding any elective position in the government
5. Having been convicted of any crime involving moral turpitude, gross negligence, or gross misconduct in the performance of his duties or found culpable in any administrative case involving such offenses
6. Having been disqualified pursuant to disqualifications prescribed by law.

**Article V**  
**FILING OF CERTIFICATES OF CANDIDACY**

Section 1. Members who wish to seek office in NMBAI must file their certificates of candidacy with the NOCOM not later than the date set forth in the Notice of Annual Election

Section 2. Incumbent members of the Board of Trustees seeking re-election need not resign from their position to allow performance of duties until a qualified successor is elected.

Section 3. Only the names of those candidates who completed all the requirements must be listed in the Master List of Candidates.

Section 4. The NOCOM must validate and certify as to the correctness and integrity of all election materials.

**Article VI**  
**CAMPAIGN**

Section 1. The NOCOM will publish the official List of Candidates at the polling place.

Section 2. Campaigns will be conducted professionally and will be limited to the presentation of programs and platforms and the candidates' qualifications and achievements.

Section 3. No candidate will be allowed to distribute campaign materials and to campaign through social media before and during the AM. NATCCO MBAI will provide common campaign materials for all the candidates during the AM.

**Article VII**  
**CONDUCT OF ELECTIONS**

Section 1. The NOCOM, in quorum, must conduct the elections through secret balloting.

Section 2. Prior to the AM, the Board of Trustees must appoint principal and alternate NOCOM members from the Board, who are not re-electionists to ensure quorum.

Section 3. The NOCOM must declare the number of authorized representatives present during the elections.

Section 4. The venue where the Annual Meeting is being held must be designated as the polling place.

Section 5. The NOCOM must present the candidates to the assembly before the casting of votes.

Section 6. Floor nominations must not be allowed to fill-up positions without any candidate/candidates during the elections. Such vacancy/vacancies must be filled-up by the majority members of the Board of Trustees, through appointment, during its organizational meeting.

Section 7. Official ballots must be prepared by the NOCOM describe as follows:

- 7.1 Each official ballot must bear the NATCCO MBAI logo and must be in shape of a strip with stub and detachable coupon containing the voter's number and signature.
- 7.2 The following notice must also be printed at the bottom of the ballot: **FILL OUT ALL THE ELECTION SEATS FOR BOARD OF TRUSTEES, OTHERWISE, IT WILL NOT BE COUNTED.**

### **Article VIII CANVASS OF VOTES AND PROCLAMATION**

Section 1. The NOCOM must declare the opening and closing of the polls before canvassing

Section 2. Before canvassing of votes, the NOCOM must announce the following:

- 2.1. Number of voting delegates
- 2.2. Number of cast ballots
- 2.3. Number of nullified ballots

Section 3. The NOCOM must canvass the votes, in full view of the members of NMBAI.

Section 4. Appreciation of ballots

- 4.1. Ballots with any of the following markings must be nullified.
  - 4.1.1. Symbols/drawings
  - 4.1.2. Torn Ballots
  - 4.1.3. Color of ink other than the official one
  - 4.1.4. Unknown names
  - 4.1.5. Name of a candidate written more than once.
- 4.2. Erasures may be allowed when a line is drawn across the name, followed by the corrected one.
- 4.3. Votes must be counted in favor of any candidate based on the official list of names/aliases provided by the NOCOM.

Section 5. In case of a tie and no one withdraws, the winner must be determined through toss coin.

Section 6. The NOCOM must proclaim the winning candidates only after canvassing of votes is completed.

Section 7. The NOCOM must submit the official result of the elections to the assembly, through the Chairperson of the Board of Trustees.

### **Article IX ELECTION PROTEST**

Section 1. Election protests must be filed with the NOCOM.

Section 2. Grounds. Any violation of the provisions of this Code must be a ground for an election protest.

Section 3. Protests filed before the day of the election must be in writing, duly signed and accompanied by proof of the act under complaint. Those filed during the Annual Meeting must be made verbally and in person.

Section 4. Any alleged violation during the campaign period must be filed before the day of the election. The NOCOM will decide on all protests where judgment will be final and immediately executory.

Section 5. Any error made by the NOCOM in the appreciation and counting of votes must be brought up immediately to the Board of Trustees for resolution.

### **Article X AMENDMENTS**

Amendments to this Election Code may be adopted by two-thirds (2/3) vote of the members of the Board of Trustees present at any regular or special Board Meeting.

### **Article XI SEPARABILITY CLAUSE**

Should any part of this Code be declared unconstitutional, the rest of the provisions will remain valid.

### **Article XII VALIDITY CLAUSE**

This Election Code will take effect upon approval of the Board of Trustees.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ in the year of our Lord, Two Thousand  
\_\_\_\_\_ in Quezon City.