



**Resolution No. 2025 - 002**

**ELECTION RULES AND REGULATIONS - 2026  
FOR THE ELECTION OF BOARD OF DIRECTORS OR TRUSTEES  
OF CAMELLA LIPA HOMEOWNER ASSOCIATION, INC.**

**WHEREAS**, The Election for the Board of Directors of the Camella Lipa Homeowners' Association will be held on:

**Date** : January 24, 2026  
**Time** : 8:00 AM to 8:00 PM  
**Venue** : Camella Lipa Clubhouse, Barangay Tibig, Lipa City, Batangas

**WHEREAS**, there is a need to promulgate rules and regulations to govern the conduct of the said election.

**WHEREAS**, the Election Committee (ELECOM) needs to conduct the election as stated in the 2024 Revised Implementing Rules and Regulations of Republic Act No. 9904, otherwise known as the Magna Carta for Homeowners and Homeowners Associations and the Existing Homeowners' Association Amended Bylaws (September 17, 2020).

**NOW, THEREFORE BE IT RESOLVED**, as it is hereby resolved that the following rules and regulations are issued for the upcoming election of the Board of Directors or Trustees.

**I. PURPOSE AND SCOPE**

**Purpose**  
These Election Rules and Regulations are established and designed to promote fairness, transparency and orderliness in the Camella Lipa Homeowners Association, Inc. elections, hereby encouraging members, participation and maintaining the integrity of the election process.

**Scope**  
These Election Rules and Regulations shall apply to all members who are eligible to vote, including but not limited to the nominations of candidate, filing of candidacy, campaign procedures, voting methods, canvassing of votes, proclamations and dispute resolutions.

**II. ELECTION COMMITTEE (ELECOM)**

The Special General Assembly held on September 13, 2025 mandated to conduct an election and the resolution Calling for the Conduct of an Election of the Board of Directors (Board Resolution No. 2025-57) was signed on October 27, 2025 by the Incumbent Board of Directors as stated in the Law and the Bylaws. The ELECOM shall ensure the orderly conduct of the election in accordance with this resolution. The ELECOM is responsible for overseeing and administering the election process. The committee shall consist of the impartial members who are not candidates for any elected position



The Nominated, Qualified and Selected Election Committee Members are as follows:

CHAIRPERSON	: NELIA R. ASI
SECRETARY	: YOLANDA O. VICERAL
ASSISTANT SECRETARY	: MARIA LOURDES P. ALEJANDRIA
TREASURER	: MARISSA ANTONIO CORPUZ-MAULEON

**DUTIES AND RESPONSIBILITIES:**

1. Verify and Validate the List of Eligible Members to vote and to be nominated as Candidate
2. Establish the Election activities and schedule, including key dates for nominations, filing of candidacy, campaigning and voting.
3. Receive and validate all nominations to qualify a candidate
4. Announce and post the qualified Candidates to the community
5. Issue Letter of Acceptance to the Candidates to process the Filing of Candidacy
6. Conduct Orientation of the Candidates and Introduction of the Candidate to the community in a meeting with the eligible members.
7. Oversee and secure the distribution and collection of ballots to the eligible voters.
8. Validate and tally the votes transparently.
9. Resolve disputes related to the election process, if any.
10. Announce the Election results promptly and declare the winning candidates according to their vote ranking.

III. **PROHIBITED ACTS**

1. **Multiple Voting.** Only one Voter (homeowner or proxy) for a single unit is allowed to vote. Both homeowner and proxy are not allowed to vote in a single unit. Also, One Proxy is not allowed to vote for multiple units owned by different homeowners.
2. **Proxy Voting Abuse.** Misuse of proxy votes is strictly prohibited. Any proxy votes found to be obtained through the use of force
3. **Voter being threatened.** No member, candidate or campaign supporter shall engage in any form of forcing the voter to do something against their will or making harassment towards other members to influence their votes, this includes but not limited to verbal threats, physical intimidation, or undue pressure.
4. **Campaign Misrepresentation.** Candidates and their supporters are prohibited from making false statements about themselves, their opponents, or the election process. Announcing misleading information, libelous statements or false endorsement shall not be tolerated.
5. **Electioneering in Restricted Areas.** Campaigning activities or assembly shall not be conducted at prohibited restricted areas (Voting Venue and common areas in the subdivision).
6. **Ballot Tampering:** Tampering of Ballots, whether by altering or destroying is strictly prohibited, All Ballots shall be treated with utmost integrity and security throughout the election process.
7. **False Candidacy Withdrawal:** Once a candidate officially announced his/her candidacy, he or she shall not falsely withdraw from the election to manipulate the vote in favor of another candidate. Any withdrawal shall be genuinely honest and timely.



- 8. **Non-Disclosure of Conflict of Interest:** A Candidate must disclose any potential conflicts of interest that may affect his/her ability to act in the best of the association. Failure to disclose such conflicts may result in disqualifications.
- 9. **Failure to Comply with Election Rules:** All members, candidates and campaign supporters shall adhere to the election rules and regulations set forth by the Association. Failure to comply with these rules may result in penalties or disqualifications.

**IV. PENALTIES FOR VIOLATING PROHIBITED ACTS**

Violations of the Prohibited Acts shall be subject to penalties as outlined in the Association governing documents and may include but not limited to, disqualification of candidates, revocation of voting rights, or legal action as deemed by the Association Board.


**V. REVIEW AND AMENDMENT**

This Election Rules and Regulations may be reviewed and amended as necessary to ensure the effectiveness and fairness of the Election Committee.


**BE IT FURTHER RESOLVED THAT THIS ELECTION RULES AND REGULATIONS** shall take effect immediately upon approval and shall be prominently communicated to all members of the Homeowners' Association.

Approved this **1<sup>st</sup> day of December 2025.**

  
**NELIA R. ASI**  
ELECOM Chairperson

  
**YOLANDA O. VICERAL**  
ELECOM Secretary

  
**MARISSA ANTONIO CORPUZ MAULEON**  
ELECOM Treasurer

  
**MARIA LOURDES P. ALEJANDRIA**  
ELECOM Assistant Secretary



**ELECTION RULES AND REGULATIONS - 2026**  
**(FOR THE BOARD OF DIRECTORS OR TRUSTEES**  
**OF CAMELLA LIPA HOMEOWNERS' ASSOCIATION, INC.)**

**NOTE:**

On this Regular Election for year 2026, the Election Rules and Regulations shall be in accordance with: a) the 2024 Revised Implementing Rules and Regulations of Republic Act No. 9904 (Magna Carta for Homeowners and Homeowners' Associations) under the Department of Human Settlements and Urban Development (DHSUD) Circular no. 2024-018, Series of 2024 and b) the Existing Homeowners' Association Amended Bylaws and Rules and Regulations (September 17, 2020).

**1. WHO IS QUALIFIED TO VOTE DURING THIS COMING ELECTION?**

- All Members (homeowners, lot buyers, long-term lessees and occupants of lots and houses at Camella Lipa Subdivision) in good standing shall have the rights to participate in the election and vote; provided however, that the long-term lessees and Bonafide occupants shall be considered member of the association, provided that the owner consents thereto in writing. (Refer to 2024 Revised IRR RA 9904. Rule III, Section 13, Par c & d and HOA Bylaws Article III, Par 1)
- The Lessee of a Member under contract with a term lease of one (1) year may qualify to be a member and shall have the rights of a member including the right to vote; *Provided*, that the homeowner executes a Special Power of Attorney (SPA) in Favor of his/her Lessee as his/her representative. *Provided*, further that the Lessee complies with the requirements of membership under the Bylaws and DHSUD Implementing Rules and Regulation Law. (Refer to 2024 Revised IRR RA 9904. Rule III, Section 10 and HOA Bylaws Article III, Par 3)
- Any of the homeowner's family members designated as his/her representative residing on the same property with applied membership, *Provided*, that the homeowner executes a Special Power of Attorney (SPA) in Favor of his/her family member.
- Eligible Members may vote in person or by proxy in all elections. Proxies shall be in writing, signed by the member and submitted to the Election Committee within the schedule provided for this election and shall be validated by the said committee. The validity of a proxy to vote shall automatically expire one (1) year from the date of execution, unless earlier revoked by the undersigned member through a written notice. (Refer to 2024 Revised IRR RA 9904, Rule XIV, Section 92 and HOA Bylaws Article VIII, Section 8)

**NOTES:**

- A Proxy Form must be filled up and signed by the member with attached photo copies of government-valid identification of the Proxy and Homeowner with their three (3) signatures.
- A qualified proxy shall be of legal age, good Filipino citizen and preferably residing at Camella Lipa Subdivision. A proxy must serve for one (1) eligible member only; serving two (2) or more eligible members will be disqualified to vote.
- A Member declared delinquent or not in good standing by the Board of Directors is not entitled to exercise the right to vote. (Refer to 2024 Revised IRR RA 9904, Rule III, Section 16 and HOA Bylaws Article III, Section 5)





**Camella Lipa Homeowners' Association, Inc.**

Brgy. Tibig, Lipa City Batangas • HLURB Reg. No. 15447 • TIN No. 420-931-299-000

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- *Submission of Proxy Form is from **January 13 to January 20, 2026** right after receiving the Notice of Election Letter from ELECOM. **\*Late submission of Proxy Form will Not be Accepted\***. (Proxy Form will be distributed together with the Notice of Election from **January 12 to January 17, 2026**.*

**2. NUMBER OF VOTES PER HOMEOWNER/LOT OWNER MEMBER**

- Each member shall be entitled to such number of votes in proportion to the number of membership/ownership of property in the association under his/her name; provided that all his/her membership are in good standing. (Refer to 2024 Revised IRR RA 9904, Rule III, Section 15 and HOA Bylaws Article VIII, Section 7)

*Example: IF the member owns 20 lots – the member is entitled to cast 20 votes. In case some of the member's properties are leased and the lessee is a bonified member with Special Power of Attorney (SPA) authorized by the eligible member/owner, the vote of the lessee shall be deducted from the voting entitlement of the eligible member/owner.*

**NOTE:**

***“Either the Member or the Lessee with SPA may participate to vote but not BOTH.”***

**3. DATE OF ELECTION OF THE BOARD OF DIRECTORS or TRUSTEES**

- Election Day will be on **JANUARY 24, 2026, SATURDAY, from 8:00 AM to 08:00 PM** at the CLUBHOUSE of Camella Lipa (Venue of the Election).
- Under extraordinary circumstances, this regular election may be conducted through alternative voting system, such as electronic or online voting, or mobile ballot box voting, or a combination of both; Provided, that the voting system to be used has been approved by the Board of Directors. (Refer to 2024 Revised IRR RA 9904, Rule XIV, Section 87)

Special consideration shall be given on a case-to-case basis as per DHSUD, Department Circular No. 2021-001 Series of 2021 (Jan. 18, 2021) 4.3 Encourage participation through remote means by members who are over sixty-five (65) years of age, those with immunodeficiency, comorbidity, or other health risks, and pregnant women. Special measures to accommodate these vulnerable groups shall be considered by the Election Committee in the casting of votes for election, referenda and other electoral exercises.

**4. HOW MANY BOARD OF DIRECTORS OR TRUSTEES TO BE ELECTED**

- The Board of Directors or Trustees shall be composed of at least or not less than FIVE (5) but not more than SEVEN (7) elected members of the association of which majority of the members of the Board shall be comprised of resident members.



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- **As provided in the Revised IRR and the Bylaws, the association shall have the following Executive Officers who shall be responsible for the management of the association's business:**
  - President
  - Vice President
  - Secretary
  - Treasurer
  - Auditor
  - Additional Officers

**(Refer to 2024 Revised IRR RA 9904, Rule XII, Section 67 & 69 and HOA Bylaws, Article VI, Section 1)**

## **5. QUALIFICATIONS OF BOARD OF DIRECTORS OR TRUSTEES' CANDIDATES**

**The Candidates for the Board of Directors or Trustees of the association –**

- **Must be a Filipino Citizen;**
- **Must be of legal age;**
- **Must be a Registered Homeowner and at least six (6) months resident of Camella Lipa Subdivision up to the present and upon filing the candidacy.**  
**(HOA Bylaws Article V, Section 3)**
- **Must not be declared delinquent or member not in good standing under 2024 Revised IRR RA 9904, Rule III, Section 17, hereof as of three (3) months prior to the date of the election, regardless of any subsequent declaration of delinquency or disqualification by the Board prior to the election.**
- **Has not been convicted by final judgement of an offense involving moral turpitude.**
- **Has NOT served the Board for more than two (2) consecutive terms.**  
**(Refer to 2024 Revised IRR RA 9904, Rule XII, Section 72)**

### **NOTES:**

*The Member's legitimate spouse, common law partner, or any of the children of the qualified member, when qualified in his/her own rights and not disqualified by his/her own account, may be a candidate in lieu of the member, Provided that, a written consent or authorization in the form of Special Power of Attorney (SPA) to apply for membership in order to exercise this rights to be eligible to run and be elected to the board. This excludes the legitimate spouse, common law partner, or any of the children of the members of the incumbent Election Committee.*

*(Refer to 2024 Revised IRR RA 9904, Rule XII, Section 70)*

*The Board of Directors or Trustees during their term shall continuously possess all the qualifications and none of the disqualifications enumerated in 2024 Revised IRR RA 9904, Rule XII, Section 71; otherwise, the Board is authorized to remove them from the office through a resolution approved by the majority of all the members.*

## **6. SUBMISSION OF NOMINATION FORM FOR THE CANDIDATES**

- Following HOA Bylaws Article V, Section 4. Any ten (10) or more members, may, by written petition, nominate candidates to the Board.
- Submission of Nomination Form by Eligible Members to ELECOM is from **December 5 to December 9, 2025**. All Nomination forms must be properly filled up and originally signed by the Nominator.  
The Nominator as well as the Nominees must be in good standing or Eligible Members.  
**(Refer to the List of Eligible Members per Phase Area announced and posted by HOA Office).**



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- If Submission of Nomination Form is Not Received within the specified date and time, this will be considered late submission / late filing and will not be considered or accepted.
- All Nomination Forms shall be assessed and validated by ELECOM to confirm the compliance with the qualification and disqualifications in accordance with the Law.
- The Nominated Members who receive at least ten (10) or more nominations shall only be considered for the assessment and qualification as a Candidate.
- Any Nominee who is disqualified may appeal to the Election Committee within three (3) days upon the Receipt of Notice of the Disqualification. ELECOM shall review the appeal and decide within five (5) days, and its decision shall be final and binding.

**7. QUALIFIED CANDIDATE'S ACCEPTANCE LETTER, FILING OF CANDIDACY and DISCLOSURE OF CONFLICT-OF-INTEREST**

- **ELECOM shall deliberate on all Nominations based on his/her qualifications and status as a Member.**
- Immediately after the assessment and qualification of the nominations as Candidates for the Board of Directors or Trustees, ELECOM will send the Acceptance Letter to the qualified Candidates.
- The qualified Candidate may file or submit his/her Acceptance Letter and his/her candidacy to ELECOM provided they comply with the requirements and met the qualifications of a candidate provided in Section 5 of this document and by the Law.
- If Submission or Filing of Candidacy is Not Received within the specified date and time, this will be considered late submission / late filing and will not be considered or accepted.

**For the Filing of Candidacy, all qualified Candidates are required to submit the Acceptance Letter and the following documents in a SEALED ENVELOPE addressed to ELECOM from December 12 to December 21, 2025 between 8:00 AM to 6:00 PM on regular working days and between 1:00 PM to 6:00 PM on Sunday at HOA office where ELECOM Members will be there to receive the sealed envelope.**

- 2" x 2" ID picture with white background
- Curriculum Vitae
- Acceptance Letter
- Letter of Intent

**To promote transparency and avoid controversy, ELECOM shall require all candidates to sign the Disclosure of Conflict-of-Interest document.**

**Names of all Qualified / Eligible Candidates shall be announced and posted on the Camella Webpage, Main Entrance Gate, Entry / Exit of Gate 2 and Gate 3, and Clubhouse (Refer to the Schedule of activities on the last page of this document).**

**8. CAMPAIGN PERIOD AND ACTIVITIES**

- Before the start of the Campaign period, ELECOM shall make the announcement first by posting the Qualified Candidates' names and pictures on a tarpaulin that will be posted at the following conspicuous places: Main Entrance Gate, Entry and Exit of Gate 2 and Gate 3, Front Area of the Clubhouse with tarpaulin's dimensions of: 185 cm (L) x 127 cm (W) for Entrance Gate and Clubhouse, and 178 cm (L) x 125 cm (W) for the entry / exit of Gate 2 and Gate 3.



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- Before the Campaign period, it is a **MUST** / required for all Qualified Candidates to attend the 2-hour Orientation on **January 10, 2026 (Saturday) from 9:00 AM to 11:00 AM** and the 2-hour **“PAGPAPAKILALA”** (Getting to know the Candidates by the Eligible Voters) on **January 10, 2026 (Saturday) from 4:00 PM to 6:00 PM** to be conducted by ELECOM at Camella Clubhouse.
- ELECOM highly encourage everyone to promote clean elections with respect. Campaign shaming and damaging reputation of other candidates will not be tolerated and shall be declared as an offence as indicated in the prohibited acts.
- ALL Qualified Candidates are encouraged to campaign ONLY during the campaign period **from January 11 to January 21, 2026 between 8:00 AM to 9:00 PM.**
- Other means of a campaign like distribution of leaflets, motorcade, house to house campaign are allowed within the specified dates and time only.
- Candidates may post campaign materials with a short slogan strictly at their private homes and fences only. Candidates are prohibited to post campaign materials on **Houses that are not occupied and other common areas.**
- Candidates shall use campaign materials such as tarpaulins that are Not made from any reflectorized materials and the size of the tarpaulin or other type of material to use shall be limited to a maximum size of 18” (W) x 24” (L) or 46 cm (W) x 61 cm (L) only.
- House-to-houses campaigning is only allowed until 09:00 PM. Loitering after this hour is prohibited.
- **ALL CANDIDATES ARE ALSO REQUIRED TO CAMPAIGN FOR THE MEMBERS TO ATTEND THE ELECTIONS ON JANUARY 24, 2025 AT CAMELLA LIPA CLUBHOUSE FROM 08:00 AM TO 08:00 PM.**

## 9. NOTICE OF ELECTION

- A Notice of Election Letter together with the Proxy Form will be distributed to all eligible Members for them to be notified to participate in the upcoming 2026 election of the Board Members. This Notice as mandated under Section 91 of the 2024 Revised IRR of RA 9904, mere receipt of the Notice of Election by the member or any member of the household, with sufficient discretion shall be counted in determining the existence of a Quorum in the upcoming election.
- The distribution of the Notice of Election together with Proxy Form is **from January 12 to January 17, 2026.**
- ELECOM shall announce and post the **“NOTICE OF ELECTION”** on a tarpaulin (**January 17, 2026**) at the following conspicuous places: Main Entrance Gate, Entry and Exit of Gate 2 and Gate 3, Front Area of the Clubhouse with dimensions of: 178 cm (L) x 125 cm (W).

## 10. CONDUCT OF ELECTION

- ELECOM Members shall supervise and conduct the Election Process including the registration of voters, the casting of ballots, the tallying and counting of voted, and tabulating of votes per Candidates, and **SHALL solely and independently hear and act upon formally filed election protests.**





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- ELECOM shall issue all information and guidelines related to the election to all Homeowners and Candidates for the Board of Directors or Trustees.
- ELECOM shall have the power to give guidelines necessary for the conduct of a peaceful and orderly election. ELECOM shall have exclusive jurisdiction over complaints and questions arising thereon.
- The Voting Venue will be at **Camella Lipa CLUBHOUSE** and Voting will be officially **OPEN from 8:00 AM to 8:00 PM on JANUARY 24, 2025 (SATURDAY)** and will extend time/date as needed and accordingly.
- ELECOM Members will be scheduled to **VOTE at 07:30 AM on JANUARY 24, 2025 (SATURDAY)** which is 30 minutes ahead of the regular voting time.
- The Incumbent Board of Directors and ALL Candidates are scheduled and requested to **VOTE at 08:00 AM on JANUARY 24, 2025 (SATURDAY)**.
- ALL Eligible Members and Proxies are mandated and instructed to please bring 1 GOVERNMENT VALID ID for PROPER IDENTIFICATION.
- EACH MEMBER / VOTER SHALL ONLY VOTE FOR A MAXIMUM OF SEVEN (7) CANDIDATES FOR THE BOARD OF DIRECTORS OR TRUSTEES. A BALLOT CONTAINING MORE THAN 7 VOTES SHALL BE CONSIDERED INVALID.
- ONCE THE VOTING STARTED, THE BALLOT BOX SHALL BE PLACED IN FRONT OF THE ELECOM'S TABLE IN THE MIDDLE OF THE VOTING VENUE AND SHALL NOT BE OPENED UNTIL THE START OF CANVASSING.
- VOTE and GO shall be strictly implemented in the CLUBHOUSE. Each voter is expected to be processed and leave the voting venue soon after they have cast their votes.
- STRICTLY NO Campaigning, Loitering and No Stand By will be allowed at the Voting Area / Venue.
- NO noon and evening break, ELECOM shall allow the casting of votes continuously from 8:00 am to 8:00 pm.
- Aside from the ELECOM Members, Incumbent BODs who will not be running for this election, and HOA Office personnel, **NO ONE** will be allowed to stay at the voting area / venue for more than 15 minutes unless waiting in line to vote.
- AT EXACTLY 8:00 PM, the VOTING VENUE ENTRY will be CLOSED. Only those in line and waiting to be processed will be allowed to VOTE.

## 11. QUORUM

A simple majority of members in good standing shall constitute a Quorum.

Mere receipt of the Notice of Election by the eligible member or any member of his/her household with sufficient discretion, shall be counted in and shall suffice for purposes of determining the existence of a quorum in this election, regardless of whether the member participates in this election, either in person or by proxy.

(Refer to 2024 Revised IRR RA 9904, Rule XIV, Section 90 and 91)



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## 12. FAILURE OF ELECTION

**A Failure of Election will only be declared by the Election Committee when this regular election cannot be held or conducted due to lack of candidates or the number of qualified candidates did not reach a number as to constitute the majority of the entire Board, or for any other serious causes such as holding a free, orderly and honest election is impossible. (Refer to 2024 Revised IRR RA 9904, Rule XIV, Section 94)**

## 13. MINUTES OF THE ELECTIONS

- All events happening and essential to carry out the elections shall be recorded in the minutes of the elections.
- The minutes of the elections will be made available to all members.

## 14. CANVASS OF VOTES

- ELECOM is to be witnessed by the Incumbent BODs, assisted by the HOA Admin Personnel and 1 representative from each running candidate shall commence.
- Each candidate's representative shall be recognized and to be called in the roll of attendees in the canvass of votes. After the 2nd roll call and the representatives are not present, the canvass will proceed. All those in attendance shall be recorded in the minutes of elections
- Canvassing of Ballots is to be completed manually and each ballot to be read one by one and the tally shall be recorded on the tally sheet and board.
- Each Ballot after reading shall be confirmed by the ELECOM. Once confirmed, it shall be signed and placed in the casted ballot box for retention in cases of contentions and protests.
- ALL ballots with more than SEVEN (7) VOTES shall be declared SPOILED and will not be included in the tally of votes.
- **BLANK BALLOTS** but issued will be considered abstain and shall be recorded in the tally sheet and minutes of the elections
- **CANVASSING SHALL END ONCE ALL BALLOTS ARE TALLIED AND RECORDED.**

## 15. WINNING CANDIDATES

Upon proclamation, the Chairman of the Committee shall forthwith administer the Oath of Office to the Winning Candidates, who shall immediately meet for the purpose of organizing the Board.

## 16. FILING OF COMPLAINTS / PROTESTS

Any complaint relative to the violation of the Election Guidelines must be done in writing and must be filed within 24 hours upon the knowledge of the violation. Said complaint must be filed to any member of the Election Committee.

On the other hand, a valid protest must also be filed in writing within 24 hours after the proclamation of winners, if any; otherwise, the decision of the Election Committee shall be final and non-appealable.



**17. SUMMARY SCHEDULE OF ACTIVITIES**

ACTIVITIES	DATE	DAY	TIME
Distribution of Election Rules and Regulations for the 2026 Regular Election of the Board of Directors or Trustees and Nomination Forms	December 2 – 4, 2025	Tuesday to Thursday	9:00AM – 5:00AM
Posting of List of Eligible Members to Vote and to be Nominated as Candidate <i>NOTE: For All New Membership coming in from December 9 until January 11, 2026 will be eligible to Vote.</i>	December 5, 6 & 8, 2025	Friday, Saturday and Monday	9:00AM – 5:00AM
Issuance / Distribution of Undertaking Letter for Members to be qualified to Vote.	December 8 – 9, 2025	Monday and Tuesday	9:00AM – 6:00PM
Submission of Nomination Form properly filled up and signed by Eligible Homeowner to ELECOM	December 5 – 9, 2025	Friday, Saturday & Monday, Tuesday Sunday -----	9:00AM – 5:00PM 1:00PM – 5:00PM
ELECOM's Pre-Assessment of Eligible Candidates as per the Received Nominations	December 7, 2025	Sunday	1:00PM – 6:00PM
ELECOM's Final Assessment of Eligible Candidates as per the Received Nominations	December 10, 2025	Wednesday	9:00AM – 5:00PM
ELECOM to Send Acceptance Letter to Eligible Candidates	December 11, 2025	Thursday	8:00AM – 5:00PM
Return of Candidate's Acceptance Letter and Filing of Candidacy together with the Submission of Required Documents in a sealed envelope to ELECOM	December 12 – 21, 2025	Monday to Saturday Sunday -----	8:00AM – 6:00PM 1:00PM – 5:00PM
Announcement of Eligible Candidates	December 22, 2025		
Posting of Eligible Candidates on Tarpaulin	January 5, 2026		
Orientation of the Eligible Candidates	January 10, 2026	Saturday	9:00AM - 11:00AM
Getting to Know the Candidates – <b>"PAGPAKILALA"</b> to all Eligible Voters	January 10, 2026	Saturday	4:00PM – 6:00PM
Campaign Period of the Eligible Candidates for the Board of Directors or Trustees' Election	January 11 - 21, 2026	Every day	8:00AM – 9:00PM
Distribution of NOTICE OF ELECTION Letter from ELECOM together with the distribution of Proxy Form.	January 12 – 17, 2026	Monday to Saturday	9:00AM – 6:00PM
Submission of Proxy Form properly filled up and signed by the Eligible Homeowner and Proxy with attached Valid Government IDs to HOA Office/or ELECOM	January 13 – 20, 2026	Every day except Sunday	1:00PM – 6:00PM 8:00AM – 5:00PM
Posting of tarpaulin for the <b>"NOTICE OF ELECTION"</b> on the Approved Designated Areas	January 17, 2025	Saturday	9:00AM – 5:00PM
Election Day	January 24, 2026	Saturday	8:00AM – 8:00PM
Canvassing of Ballots	January 24, 2026		8:00 PM onward
Announcement of Winners	January 24, 2026		After Canvassing

Should you have concerns or clarifications, please do not hesitate to contact the undersigned thru [elecom4.clhoai@gmail.com](mailto:elecom4.clhoai@gmail.com)

  
**NELIA R. ASI**

**ELECOM Chairperson**