



PHILIPPINE ASSOCIATION OF MEDICAL TECHNOLOGISTS (PAMET), INC.
Committee on Elections (COMELEC)

ELECTION CODE

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 or as amended and accepted by the current board of the chapter upon consultation and approval of the Regional Director and national Committee on Chapters.
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 or as

amended and accepted by the current board of the chapter upon consultation and approval of the Regional Director and national Committee on Chapters.

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 member of the Committee on Elections.
17. No pending or unsettled major obligations with the association.

C. Requirements

1. The official form, called the Certificate of Candidacy (COC), shall be downloaded from PAMET website and will be used by all prospective candidates when filing their candidacy. The COC shall 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 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 2021 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 shall be saved in pdf, accompanied with the required pertinent supporting documents and must be emailed to official email address of the Committee on Elections not later than 3 P.M. of November 5, 2020 for sufficient screening of candidates by the COMELEC.
2. The official email address of Committee on Elections is pametcomelec@gmail.com
3. Candidates who successfully sent COC shall receive reply email from the Committee on Elections.
4. The Committee on Elections shall evaluate submitted COC and supporting documents
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.
6. COMELEC shall advise candidates on the status of their candidacy no later than two (2) weeks before the Election.
7. Accepted candidates will need to comply with the following requirement:
 - a. They must be registered as full-conference-delegate in the PAMET 2020 national convention prior on or before November 5, 2020.
 - b. They must be virtually present during the presentation of candidates to the membership on November 25, 2020.
 - 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 PAMET website one week

before the Election.

E. Election

1. Voting shall be done electronically. The election committee shall notify qualified voters online and shall ensure that only votes from qualified voters are included in the canvassing.
2. Only 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.
3. Online voting shall be open on November 26, 2020 from 8:00 AM to 12:00 PM.
4. Electronic canvassing shall immediately commence after validating all votes and upon closing of the voting period.
5. Election results shall be determined by plurality of votes. However, there will be a two-step process.
 - 5.1. Candidates shall be ranked according to the number of votes obtained.
 - 5.2. The candidates with the highest votes following the allotted slots per area of practice will be declared as the winners. According to the 2017 PAMET 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.
6. Official announcement of the results of election shall be made by the Chair of COMELEC to the membership.
 - 6.1. The results of election should include all names of candidates with corresponding number of votes received.
 - 6.2. The order of names shall be based on number of votes received (i.e., from highest to lowest).
7. COMELEC shall post the results of the election in the designated sites online after the official announcement.
8. COMELEC shall conduct the Election of Officers if there are no election protests, through electronic means, after the announcement of winners.
 - 8.1. Election protests must be filed in writing and sent to the COMELEC official email address by 5:00 PM within the day of the announcement of the winners by COMELEC.
 - 8.2. Election protests shall be investigated and resolved by the COMELEC no later than December 27, 2020, 12:00 NN.
9. The Chair of COMELEC shall officially proclaim the elected Officers and Board of Directors during the Closing Ceremonies.

10. The Oath taking of the elected Officers and Board of Directors shall be done after the formal proclamation or during the closing ceremony of the National Convention.

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 that the vote casted by the voter is sent to multiple secure sites managed by the members of the COMELEC for validation and verification purposes.
 - 1.2 Require installation of online security measures to deter or identify malicious intent and disperse the same from interrupting orderly conduct of the 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 2021 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 administrative and judicial powers of the COMELEC.