

AAVA ELECTION RULES & PROCEDURES – 2021 AGMM

I. QUALIFIED CANDIDATE

1. To qualify as a candidate and be elected as District Governor, any regular member must be:
 - 1.1 Actual homeowner of at least one property under his/her name, not a juridical person, such as Corporation or Partnership, etc., and resident of the district for at least six months prior to his/her nomination;
 - 1.2 Not delinquent in the payment of the Association dues; and,
 - 1.3 Not in violation of the deed restrictions in all of his/her properties in the village as declared in a Board Resolution.

II. NOMINATION

1. Any member in good standing (dues not in arrears and no violation on the Deed of Restrictions) may nominate a candidate for Governor of his District during the nomination period from **February 08 – March 01, 2021**. All nominees must possess the qualifications set forth in Article I above not only as of the time of nomination but also at the time of election.
2. Upon receipt of nomination, the NOMELEC shall determine if the nominee has all the qualifications set forth in Article I above.
3. If the nominee is qualified to run for office, the NOMELEC shall inform him/her of the nomination. The nominee shall inform the NOMELEC in writing if he/she accepts or declines the nomination **on or before 5:00 PM of March 15, 2021**.

III. ACCEPTANCE

1. The nominee shall submit his/her written confirmation of acceptance to the NOMELEC **on or before 5:00 PM of March 15, 2021**. If no confirmation is received in writing by NOMELEC as of said deadline, the nominee shall be deemed to have declined his/her nomination.
2. The confirmation of acceptance must include the undertaking provided for under Rule IV (2) below.

IV. ABSENCE OF CANDIDATES FOR ANY DISTRICT

1. In the absence of any candidate/s, the outgoing Governor may continue to serve on a hold over capacity until his/her successor is elected and duly qualified. Should he/she refuse to serve, the Board shall exercise its powers in accordance with the By-Laws of the Association.

2. When the lone candidate of any district withdraws with no acceptable reason, a special election will be held and the cost of such special election shall be borne by the withdrawing candidate.
3. Any qualified candidate may withdraw without penalty, provided:
 - a. His/her withdrawal is in writing and stamped "RECEIVED" by the NOMELEC Secretariat at least Twelve (12) days prior to the date of the election; and,
 - b. He /She nominates a duly qualified substitute candidate.
4. In the event a lone candidate withdraws, the nomination will be opened to the district.

V. QUALIFIED VOTER

1. Any member who is not delinquent in the payment of association dues as of **February 28, 2021** & who is not in violation of the Deed Restriction shall be entitled to vote for each lot owned.
2. Tenant or lessee cannot vote unless he/she submits a proxy duly executed in his/her favor by the member/lessor to **AAVA office on or before 5:00 PM of March 15, 2021**. For corporations, the proxy must be supported by a duly issued Board Resolution or Corporate Secretary's Certificate.

VI. PROXY

1. Members may vote for Governor by proxy, by accomplishing a Proxy Form, a copy of which is hereby attached.
2. Deadline for submission of all accomplished proxy forms at the AAVA office shall be **5:00 PM of March 15, 2021**. Thereafter, no proxies shall be accepted. The official NOMELEC wall clock at the AAVA office shall be the official basis of time.
3. Proxy without Designee will be stamped "NO DESIGNEE" upon receipt thereof by the NOMELEC Secretariat at AAVA office and thereafter dropped in a sealed ballot box labeled "NO DESIGNEE". The "NO DESIGNEE" proxies shall not be used to vote for a candidate. The Chairman of the meeting may use such proxies for quorum purposes and to vote on any measure, motion or resolution and for adjournment, continuation or postponement.
4. **New proxies and proxies superseding proxies on file with AAVA must conform to the official 2021 proxy form, a copy of which is hereby attached and made as an integral part to this rule.**

VII. VALIDATION OF PROXIES

1. The validation of accomplished proxy forms shall be conducted by NOMELEC from **March 15, 2021 to April 05, 2021**.

2. In case two or more proxies executed by the same member over the same property are submitted, the proxy of the latest date and time shall be the valid one. However, if these proxies have the same date and time or are undated, they will be invalidated for voting but considered valid as one proxy for quorum purposes only.
3. The basis for invalidation of proxies shall be as follows:
 - 3.1 Signature different from specimen on file
 - 3.2 Not verified by any NOMELEC member
 - 3.3 Proxy form not signed by member
 - 3.4 Proxies accomplished by members not qualified to vote
 - 3.5 Proxy form with correction that is not countersigned
 - 3.6 Two proxies with the same date and time but with different designees
 - 3.7 Refusal by a member issuing a proxy to have all his/her properties inspected

IIX. BALLOT

1. Ballots shall state the names of the candidates for Governor for each respective district.
2. Ballots shall be released to validate proxy holders during the period from **April 05 - 08, 2021 at 2:00 PM.**
3. Deadline for casting of accomplished ballots by proxy holders shall be at **2:00 PM of April 11, 2021.**
4. Should the original ballot be lost, a replacement ballot may be given provided there is a request in writing from the proxy. The replacement ballot shall be stamped "Duplicate" and should be approved and signed by two (2) NOMELEC members.

IX. BALLOT BOXES

1. AAVA shall provide two (2) ballot boxes for each district.
2. The ballot boxes shall have two (2) separate locks, the keys of which shall be kept by two (2) different NOMELEC members.
3. The ballot boxes shall be kept inside the Village Manager's office, which must be closed and locked during non-office hours.

X. CANVASSING AND COUNTING

1. The NOMELEC shall immediately canvass and count the ballots cast at the close of the election period, i.e., **2:01 PM April 11, 2021.**
2. The candidate with the highest number of votes in each district shall be declared elected.

XI. PROCLAMATION

1. The newly elected District Governors shall be proclaimed immediately upon completion of canvassing and counting by the NOMELEC.
2. Any protest shall be entertained only after the proclamation and made within five (5) days from the date of proclamation.
3. Recount of votes shall be allowed only for questioned invalidated votes.
4. In case of tie after the recount has been made, each shall serve for a term of twelve months for District Governors with a two (2) years term and six (6) months for those with a one (1) year term. The drawing of lots will be used to determine who shall serve for the first twelve months / 6 months. The other Governor shall serve as Deputy District Governor during the said period and vice versa.

XII. FAILURE OF ELECTION

1. The NOMELEC shall call for another election within 30 days from the date of failed election pursuant to RA 9904 under the same foregoing rules and regulations.

Nominations and Election Committee (NOMELEC)

ATTY. JOEL L. BODEGON

Chairman

VADM. MATEO M. MAYUGA

NOMELEC Member

RET. CAPT. GAUDENCIO A. ATENDIDO

NOMELEC Member

CARLOS M. DELA ROSA

NOMELEC Member

RENE E. SANTOS

NOMELEC Member

ATTY. JEREMEY T. ESCOTE

Member/Liaison to the AAVA Board