



NATIONAL COMMISSION FOR CULTURE AND THE ARTS

*Excerpts from the Minutes of the Regular Commission Meeting held on
January 27, 2014, NCCA, Intramuros, Manila*

and

*Confirmed at the Regular Commission Meeting held on
March 4, 2014, NCCA, Manila*

.....

Special Resolution

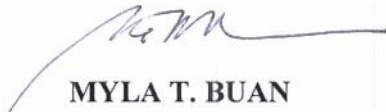
Upon motion made and duly seconded, the Commission approved and confirmed this ***Special Resolution***:

**Resolution No. 2014-391
Affirming the Rules and Procedure of
Electing the Chairperson
of the National Commission for Culture and the Arts**

RESOLVED, as it is hereby **RESOLVED**; To Affirm the Rules and Procedure of Electing the Chairperson of the National Commission for Culture and the Arts, herewith attached as Annex A;

.....

Prepared by:



MYLA T. BUAN
Board Secretary

For the Board:



FELIPE M. DE LEON, JR.
Chairman

ELECTION PROCEDURE FOR THE NCCA CHAIRPERSON

1. The NCCA Secretariat shall serve as the *Election Committee (ELECOM)* for the election of the NCCA Chairperson [The NCCA Deputy Executive Director, PFPD Chief and Board Secretary].
2. Only those physically present during the scheduled election date can nominate and be nominated to be the NCCA Chairperson.
3. The process for nomination may be done through secret ballot or by open nomination as may be agreed by the Board. Nomination ballot shall be distributed by the ELECOM/Secretariat.
4. The ELECOM/Secretariat shall canvass the nomination ballot to be witnessed by the Deputy Executive Director.

Note: The names of the nominees shall be announced only once even if there may be other nominations for the same person.

5. The Deputy Executive Director shall confirm with each nominee his/her acceptance of the nomination.

If the reply is in the affirmative, the nominator / any of the nominators has/have the option to introduce his/her nomination. Then the nominee will be given the opportunity to present his/her vision/mission for the NCCA and for the culture and arts community.

Each nominee shall be given at most three (3) minutes for his/her presentation.

However, if the nominee declines the nomination, the Body shall have to accept and respect the nominee's decision.

6. Official participants/members [the 15 BOC] will be entitled to only one vote. Proxy and remote voting shall not be allowed.
7. Secret balloting shall be the process for the election. Ballot forms shall be distributed by the ELECOM/Secretariat.



8. **The canvassing and counting of the ballots shall be done by the ELECOM/Secretariat with all voters present and with the Deputy Executive Director as witness.**

Candidates with the most number of votes shall be declared Chairperson.

9. **In case of a tie, the Board Members shall continue the election process until one of the two nominees garners the majority of votes. Otherwise, the Board Members from among themselves shall decide on the manner of *breaking the tie*.**
10. **The ELECOM/Secretariat through the Deputy Executive Director shall formally announce the new Chairperson.**
11. **Message from the New NCCA Chairperson.**



SAMPLE BALLOTS

NOMINATION BALLOT

I respectfully nominate:

**for the position of NCCA
Chairperson for the term 2014-
2016.**

ELECTION BALLOT

I respectfully elect:

**for the position of NCCA
Chairperson for the term 2014-
2016.**

