



Republic of the Philippines
COMMISSION ON ELECTIONS
Manila

GUIDELINES AND POLICIES TO BE OBSERVED BY THE ELECTION OFFICERS AND THE ELECTION ASSISTANTS DURING THE LAST DAY OF THE REGISTRATION OF VOTERS X-----X	PRESENT: ABALOS, Benjamin S. BORRA, Resurreccion Z. TUASON, Jr., Florentino, A. BRAWNER, Romeo A. SARMIENTO, Rene V. FERRER, Nicodemo T.	Chairman Commissioner Commissioner Commissioner Commissioner Commissioner
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Promulgated : 19 December 2006

RESOLUTION NO. 7787

WHEREAS, the Commission *En Banc* in Resolution No. 7707 promulgated on 30 August 2006, had fixed the last day to applications for registration, transfer of registration records, reactivation of registration record, change of name, correction of entries, and inclusion/reinstatement of registration record or name in the Book of Voters or in the list of voters on 31 December 2006;

WHEREAS, in Minute resolution No. 06-1203 dated 14 November 2006, it has been clarified that all field offices shall be opened on 30-31 December 2006 with registration hours from 8:00 AM TO 5:00 PM only;

WHEREAS, the present registration procedures as provided in Section 7 of Resolutions No. 7463 (for non-ARMM areas) and Section B of Res. No. 7703 (for the ARMM areas), which was further clarified in Minute Resolution No. 05-1089 requires the

live capture of biometrics data of the applicants, the absence of which will render the applications thus filed as incomplete and deemed not filed;

WHEREAS, there is a need to address the concerned raised by the election field officials during the regional consultative conferences held on the breakdown or malfunctioning of the Data Capturing Machines (DCMs) and/or its peripherals on the last registration day/s while others are still awaiting for the return or replacement of their defective DCMs and/or its peripherals;

NOW THEREFORE, the Commission, by virtue of the powers vested in it by the Constitution of the Republic of the Philippines, the Omnibus Election Code , Republic Act No. 8189 and other election laws, **RESOLVED**, as it hereby **RESOLVES**, to promulgate the following guidelines to be observed by the Election Officers and their Assistants on 31 December 2006, which is the last day if the continuing system of registration of voters for purposes of the 14 May 2007 National and Local Elections:

1. Registration shall end 5:00 o'clock in the afternoon of 31 December 2006, except when there are applicants present within 30 meters in front of the Office of the Election Officer (OEO) who have not yet been issued with application forms.
2. The Election Assistant (EA) shall enter in the log book the list names of such applicants with data on the time of their arrival and addresses. He may also issue controlled numbers to the applicants for purposes of control and order in the registration process.
3. The EA shall then proceed to call the listed applicants one by one until all who are listed therein shall have been accommodated. Any applicant who is not present when called shall no longer be allowed to file an application.

RESOLVED MOREOVER to prescribe the adoption of the following policies upon promulgation of this resolution, to wit:

1. In areas where the DCMs are still functional but there is failure to take the biometrics due to the fault of the applicant, including situations such as when a DCM which was previously defective has been repaired and there was notice to the applicant to return to the OEO for the taking of the biometrics data but in spite of said notice the applicant failed to return on time, the application shall be considered incomplete and deemed not filed. The same shall not be included in the Registration Statistical Report on Accomplished Application Forms and the Project of Precincts, neither to be submitted for approval/disapproval of the Election Registration Board (ERB).
2. In areas where the DCM is not functioning or has broken down or sent for repair and not yet returned to the OEO, the application of the provisions of Sec. 7 of Res. No. 7463, Sec. 8 of Res. No. 7703 and Min. Res. No. 05-1089, is suspended. Each and every applications shall be accepted and processed by the Election Officer and submitted for approval/disapproval of the ERB, subject to the following mandatory conditions:
 - a. The Provincial Election Supervisor (not the EO) shall first secure a certification from the Information Technology Department attesting to such fact of DCM malfunction. The ITD shall provide the program for encoding the names of the approved applicants in the Data Capturing System (DCS);
 - b. The EO shall **strictly** follow all the other provisions relating to registration, such as identification requirements for applicants for registration and the cross-checking of names in the National List of Registered Voters (NLRV) and the National List of Deactivated Voters (NLDV).

- c. The EO shall declare in the Registration Statistical Report on Accomplished Application Forms the number of applications without the biometrics and the data on the names, addresses, date of filling, and ERB action taken (approved/disapproved) shall be indicated in the Minutes of the ERB Hearing/Meeting.
- d. The EO shall resume the use of the DCM once the same becomes operational.

Let the Election and Barangay Affairs Department, Information Technology Department and Offices of the Regional Election Directors, Assistant Regional Election Directors and Provincial Election Supervisors coordinate in the implementation of this resolution.

SO ORDERED.

(SGD.) BENJAMIN S. ABALOS
Chairman

(SGD) RESURRECCION Z. BORRA
Commissioner

(SGD) FLORENTINO A. TUASON, JR.
Commissioner

(SGD) ROMEO A. BRAWNER
Commissioner

(SGD) RENE V. SARMIENTO
Commissioner

(SGD) NICODEMO T. FERRER
Commissioner