



PHILIPPINE OLYMPIC COMMITTEE

Special Protocol to Address Health & Personal Safety Concerns Amending the Rules for the 2020 Regular Term Elections

Pursuant to the express provisions of the second paragraph of Section D of the Rules for the 2020 Regular Term Elections (Rules) of the Philippine Olympic Committee (POC), the POC Election Committee (Committee) convened a virtual consultation session (Session) on 9 November 2020 to receive suggestions and address concerns relating to health & personal safety brought about by the current national public health crisis. A recording of the Session was made and is on file with the POC Secretariat.

Given the dialogue resulting from the Session, the Committee resolved to **ADOPT** the following **SPECIAL PROTOCOL** amending the Rules to specifically address such health and personal safety concerns.

1. In view of her current physical location in Malaysia and manifestation that she is unable to timely travel to the Philippines to be physically present at the POC Special General Assembly on 27 November 2020 to cast her ballot, **Ms. Hidilyn Diaz** may exercise her personal right to vote as the female representative of the Athlete's Commission thru the Sealed Ballot Process described below. The POC Secretariat shall coordinate with Ms. Diaz to ensure that her ballot, duly sealed, is timely couriered in time for the POC Special General Assembly on 27 November 2020.
2. **National Sports Associations (NSAs) that are eligible voters** may also apply to avail of the Sealed Ballot Process below PROVIDED that such are unable to have their President, any Vice-President, or Secretary-General personally attend the POC Special General Assembly on 27 November 2020 due to any of the following reasons:
 - Such office is presently vacant;
 - Given the advice of that officer's personal physician; or
 - Because such officer is legally prevented from, or cannot practically travel to, the designated venue of the POC Special General Assembly on 27 November 2020.
3. Such NSAs shall apply to cast their ballot via the Sealed Ballot Process by emailing a duly completed **Sealed Ballot Process Application** to BOTH of the following email addresses, teodoro.kalaw@philippinelaw.ph AND noc-phi@olympic.ph not later than **Five PM (5:00 PM) of Friday, 20 November 2020**. A copy of such form is included with this Special Protocol.

4. **Sealed Ballot Process:** Ms. Diaz and all NSAs that have applied to avail of the Sealed Ballot Process shall cast their ballots strictly following the procedure below.
 - a. **Transmission of Ballot:** Between 24 to 25 November 2020, the President or highest-ranking officer designated by the applying NSA (Voter) shall be emailed the NSA's unique **Sealed Ballot Declaration & Security Measure Sheet (SBD)** and an **Official Ballot** by the Committee Chair. A sample of the SBD is included with this Special Protocol.
 - b. **Acknowledgement of Receipt:** The Voter must acknowledge receipt of such forms by email reply to the Committee Chair.
 - c. **Confidential Completion of Ballot:** The Voter must personally AND confidentially complete the SBD and Official Ballot. The Voter must then fold the bottom and top portion of the Official Ballot over the middle portion in a manner that the contents of the Official Ballot cannot be discerned when such is brought out to be cast by the Committee into the ballot box.
 - d. **Sealing of Ballot:** The Voter must then enclose the unfolded SBD and folded Official Ballot in an envelope and seal the same, with his or her signature over such seal.
 - e. **Delivery of Ballot:** Such sealed envelope must be delivered to the designated venue of the POC Special General Assembly on **27 November 2020** between **11:00 AM to 1:00 PM** by the Designated Representative indicated on the Sealed Ballot Process Application, to be received in the presence of representatives of the POC Secretariat and the Committee.
 - f. **Physical Casting of Ballot:** Before voters who are physically present may cast their ballots, the Committee shall open each sealed envelope, publicly report and match the Unique Identification Number assigned to the applying NSA as indicated on the SBD, and immediately cast the folded Official Ballot into the ballot box in a manner that will prevent the disclosure of the contents of such Official Ballot.
5. For all participants personally attending the POC Special General Assembly on 27 November 2020, the following additional safety guidelines must be observed:
 - a. All attendees entering the designated venue **MUST** be subject to and successfully pass a **medical screening test** arranged by the POC Secretariat, unless they can provide medical certification acceptable to the Committee.

- b. **Appropriate physical distancing and sanitation measures** as required by national and local regulations shall be observed at all times. The POC Secretariat shall ensure compliance with this guideline.
 - c. **All voters must bring their own pens.** To better ensure confidentiality, voters are requested to use the following type of pen: **Uni-Ball 1.0 mm with Black Ink.**
6. Voters seeking to be physically present but who are prohibited from further participating due to the result of the medical screening test onsite have a responsibility to designate their alternate voter pursuant to the Rules, who may appear to cast the Voter's ballot at any time before polls close. Alternately and subject to a determination of feasibility by the Committee on election day itself, Voters may provide their ballot to representatives of the Committee and the POC Secretariat onsite in a designated isolation zone.
 7. To ensure the personal health and safety of the Committee, either or both of its members may opt to participate virtually during the POC Special General Assembly on 27 November 2020. In which case, a dedicated link via virtual meeting facilities shall be set up so that they can always communicate with the Committee Chair.

After deliberating on other options to conduct the elections, including online processes, the Committee has arrived at the conclusion that the above processes are the most feasible additional measures necessary to practically conduct a fair and transparent election in this particular instance.

To ensure that the above additional measures are duly sanctioned by the POC General Assembly, the Committee recommends that the General Assembly convene and expressly confirm and adopt this Special Protocol. This can be done on a date earlier to the 27 November 2020 Special General Assembly OR during the actual Special General Assembly itself, prior to the turnover of the proceedings to the Committee.

Issued this **14th day of November 2020**, at **POC Headquarters, Pasig City**.

2020 POC ELECTION COMMITTEE

[original signed]
Atty. Teodoro Kalaw IV, C. Arb.
Committee Chair

[original signed]
Mr. Francisco Elizalde
Committee Member

Atty. Danilo L. Concepcion
Committee Member

- Attachments: 1. Sealed Ballot Process Application
 2. Sealed Ballot Declaration & Security Measure Sheet [Sample]



PHILIPPINE OLYMPIC COMMITTEE (“POC”)

Sealed Ballot Process Application

I, _____, as _____ of following National Sport Association (“NSA”):

Do hereby certify & attest that:

1. The NSA which I represent cannot send its President, any Vice-President, or Secretary-General to the POC Special General Assembly on 27 November 2020 for the following reasons (please check as necessary):

_____ **Such office is presently vacant;**

_____ **Given the advice of that officer’s personal physician; AND / OR**

_____ **Because such officer is legally prevented from, or cannot practically travel to, the designated venue of the POC Special General Assembly on 27 November 2020.**

2. I have been duly authorized by the Board of Trustees of my NSA to apply for and cast my NSA’s Sealed Ballot thru the Sealed Ballot Process as authorized for this election. The email address in which I will receive my sealed ballot is:

3. The designated representative who will deliver my sealed ballot to the venue of the election on the election date is:

Applicant:

PRINTED NAME, SIGNATURE, & DATE

Attested By (preferably NSA’s Secretary-General):

PRINTED NAME, SIGNATURE, & DATE



**PHILIPPINE OLYMPIC COMMITTEE (“POC”)
Sealed Ballot Declaration & Security Measure Sheet (“SBD”)**

Sealed Ballot Application No. _____

SAMPLE ONLY / DO NOT FILL UP

Unique Identification Number (to be provided by Elecom Chair):

XXX-XXX-XXX

Sealed Ballot Declaration

**I, _____, as _____ of the following
National Sport Association (“NSA”):**

Do hereby certify & attest that:

- 1. The NSA which I represent cannot send its President, any Vice-President, or Secretary-General to the POC Special General Assembly on 27 November 2020 for the following reasons (to be indicated as provided in Sealed Ballot Process Application):**

- 2. I have been duly authorized by the Board of Trustees of my NSA to cast the Ballot that is sealed with this SBD.**
- 3. I am casting this ballot freely and conscientiously, in strict confidence, and have personally sealed the envelope containing both this SBD and the enclosed Ballot.**

PRINTED NAME, SIGNATURE, & DATE