

OFFICE OF THE VICE CHANCELLOR FOR STUDENT AFFAIRS

University of the Philippines Diliman 1st Floor, South Wing, Quezon Hall UP Diliman, Quezon City

Trunkline: (632) 8981-8500 loc. 2587-2588 Telefax: (632) 8928-2886

Memorandum No. LRS-2023-003

TO **DEANS AND HEADS OF UNITS**

COLLEGE SECRETARIES

COLLEGE STUDENT ELECTORAL BOARD

CHAIRPERSONS STUDENTS UP Diliman

FROM LOUISE JASHIL R. SONIDO

Vice Chancellor for Student Affairs &

2023 University Student Electoral Board Chair

SUBJECT 2023 Student Elections

DATE 13 April 2023

On behalf of the University Student Electoral Board (USEB), I hereby issue the call for the election of the members of the University Student Council (USC) and the College Student Councils (CSC) who will serve for Academic Year 2023 - 2024. The conduct of the 2023 Student Elections is guided by the attached approved 2021 Special Guidelines on Remote Student Elections, an addendum to the 2010 Revised University of the Philippines Diliman Student Election Code.

The UP Diliman Community is also informed of the important dates to remember of the 2023 **Remote Student Elections:**

Date	Activity	
10 April - 19 April, 5PM	Filing of Certificate of Candidacy	
26 April	Release of the first official list of candidates Start of filing of protest on candidates	
28 April, 12NN	Deadline of filing of protests on candidates	
28 April	Release of final official list of candidates USEB meeting with party representatives and independent candidates to explain guidelines and schedule of election	
2 – 5 May	Sending out of email to eligible voters	
1 – 15 May	Official campaign period College convications; RTR campaigning	
15 May	Miting de Avance	
15 May, 11:59 PM	End of Campaign Period Last day of posting of online campaign materials	
16 – 20 May	University-wide Student Council Elections and College Council Elections	
20 May, 6PM onwards	Canvassing of votes Proclamation of winners	





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Date	Activity
22 May	Official announcement/transmittal of election results and proclamation of winners to Chancellor
22 May to 30 May, 12NN	Filing of post-election protests

A detailed calendar of activities is attached for reference.

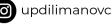
Inquiries on this matter may be raised to the University Student Electoral Board, through the Office of Student Projects and Activities, at ospa.upd@up.edu.ph.

For widest dissemination, please.

Thank you.

Chancellor Edgardo Carlo L. Vistan, II cc: Prof. Crizel Sicat-de Laza, OSPA Coordinator 2023 University Student Electoral Board (USEB) 2023 University Student Electoral Tribunal (USET)











OFFICE OF STUDENT PROJECTS AND ACTIVITIES University of the Philippines Diliman Ilang-ilang Residence Hall, F. Ma. Guerrero Street UP Diliman, Quezon City Directline: 8981 8671, 8981 8672 Email: ospa.upd@up.edu.ph.

2023 USC ELECTIONS' CALENDAR OF ACTIVITIES				
(Hybrid Mode; F2F and Online)				
DATE/TIME	VENUE	ACTIVITY		
Planning / Pre-Election				
January	F2f	 USC submission USEB/USET nominees Processing of USET/USEB appointments/AO USEB Meeting with USC re Halalan Guidelines 2023 (Hybrid Elections) 		
February		- OVCSA Memo Re Hybrid USC Elections		
Feb 27 (Mon)	F2f	-USEB to meet and finalize timeline for elections -USEB meeting with members of the CSEB: • discuss proposed election calendar • HalalanUPD2021 assessment coordinate and finalize election plans with USEB		
March 15 (Wed)		 Release of Call for Elections 		
March 15 to March 31		Political parties begin mobilization to put up slates		
Election Period	1	•		
April 10 (Mon)	Online/OSPA email	Start of filing of certificates of candidacy		
April 19 (Wed), 5pm	Online/OSPA email	Deadline for filing of certificates of candidacy		
April 20 (Thur) to April 26 (Wed)	Email	OSPA to process CoCs; to request College Secretaries, Office of Student Ethics for Academic and Conduct		





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	Eligibility of programative
	Eligibility of prospective
	candidates, OASH for the
	Certificate of no pending
	case
Zoom	USEB deliberation on
	certificates of candidacy;
Online/Social Media	Release of first official list of
	candidates;
Online/OSPA email	Start of filing of protest on
	candidates;
Online/OSPA email	Deadline for filing of
	protests on candidates;
Zoom	USEB meeting to act on
	protests, if any; USEB
	Meeting for the final list of
	candidates;
	Release of final official list of
	candidates
	USEB Meeting with Party
	Representatives and
	Independent Candidates;
	Test run of Halalan software
	USEB meeting to approve
	official ballot.
F2F	Halalan Technical Training
	and encoding of electors
	and candidates by CSEB's
	Halalan technical staff
UP Mail account	Sending out of email to
	eligible voters
Campaign Period (Online & On-site)	Official Campaign Period;
Social Media Pages	
	Start of Halalan Publicity
	Campaigns
F2F	Miting de Avance*
	End of Campaign Period
	Last day of posting of online
	campaign materials
	F2F UP Mail account Campaign Period (Online & On-site) Social Media Pages







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May 16 – 20 (Tue – Sat)	Online	University-wide Student
	*There will be designated precincts	Council Elections and
	in-campus to accommodate	College Council Elections
	students	(Online & On-site)
May 20 (Sat), 6pm onwards	F2F	Canvassing of votes/
		Proclamation of winners
		with DZUP
May 22 (Mon)	Transmittal of election results and proclamation of winners to	
	Chancellor	
Post Election		
May 22 (Mon) to May 30 (Tue),	Online/OSPA email	Filing of post-election
no later than 12nn		protests, if any
May 23 (Tue) to May 30 (Tue)	Zoom	USET meeting to act on
		election protest, if any
July 10 (Mon)	Oathtaking USC & Kule	
July 17 (Mon)	Orientation to working in the	
	bureaucracy	

Note: (Official Holidays)

- April 6 (Thursday) Maundy Thursday
- April 7 (Friday) Good Friday
- April 8 (Saturday) Black Saturday
- April 9 (Sunday) Easter Sunday and Araw ng Kagitingan
- April 10 (Monday) In celebration of Araw ng Kagitingan
- May 1 (Monday) Labor Day





