

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 convocations; 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

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.

cc: **Chancellor Edgardo Carlo L. Vistan, II**
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
<i>Planning / Pre-Election</i>		
January	F2f	<ul style="list-style-type: none"> • USC submission USEB/USEB nominees • Processing of USEB/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: <ul style="list-style-type: none"> • discuss proposed election calendar • HalalanUPD2021 assessment coordinate and finalize election plans with USEB
March 15 (Wed)		<ul style="list-style-type: none"> • Release of Call for Elections
March 15 to March 31		<ul style="list-style-type: none"> • Political parties begin mobilization to put up slates
<i>Election Period</i>		
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 prospective candidates, OASH for the Certificate of no pending case
April 26 (Wed), PM	Zoom Online/Social Media Online/OSPA email	USEB deliberation on certificates of candidacy; Release of first official list of candidates; Start of filing of protest on candidates;
April 28 (Fri), no later than 12nn	Online/OSPA email	Deadline for filing of protests on candidates;
April 28 (Friday), 2-5pm	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.
April 25 to 28	F2F	Halalan Technical Training and encoding of electors and candidates by CSEB's Halalan technical staff
May 2 to 5	UP Mail account	Sending out of email to eligible voters
May 1-15	Campaign Period (Online & On-site) Social Media Pages	Official Campaign Period; Start of Halalan Publicity Campaigns
May 15 (Mon)	F2F	Miting de Avance*
May 15 (Mon), 11:59 pm		End of Campaign Period Last day of posting of online campaign materials



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May 16 – 20 (Tue – Sat)	Online *There will be designated precincts in-campus to accommodate students	University-wide Student Council Elections and College Council Elections (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	
<i>Post Election</i>		
May 22 (Mon) to May 30 (Tue), no later than 12nn	Online/OSPA email	Filing of post-election 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