



CONSULATE GENERAL OF THE REPUBLIC OF THE PHILIPPINES
القنصلية العامة لجمهورية الفلبين بجدة
JEDDAH

Public Advisory

PA No. EBB - 69 - 2019

**GUIDELINES ON THE TRANSFER OF REGISTRATION
RECORDS OF OVERSEAS VOTERS FROM
PHILIPPINE FOREIGN SERVICE POSTS (EMBASSY/
CONSULATE) TO A PHILIPPINE MUNICIPALITY/
CITY/DISTRICT FOR PURPOSES OF THE 2020 BARANGAY
AND SANGGUNIANG KABATAAN (SK) ELECTIONS**

(Jeddah, 15 September 2019) – The Philippine Consulate General in Jeddah, Kingdom of Saudi Arabia wishes to inform everyone concerned of the attached COMELEC Resolution No. 10589 promulgated on 23 August 2019 entitled, “*In the Matter of Grant of Transfer of Registration Records of Overseas Voters from Post to Philippine Municipality/City/District*”, for purposes of the 2020 Barangay and Sangguniang Kabataan Elections.

Also attached, for reference, are copies of the corresponding Applications Forms for said transfer.

Please be guided accordingly.

(End)





REPUBLIC OF THE PHILIPPINES
COMMISSION ON ELECTIONS
Intramuros, Manila

IN THE MATTER OF TRANSFER
OF REGISTRATION RECORDS
OF OVERSEAS VOTERS FROM
POST TO PHILIPPINE
MUNICIPALITY/CITY/DISTRICT
FOR PURPOSES OF THE 2020
BARANGAY AND
SANGGUNIANG KABATAAN
ELECTIONS

ABAS, Sheriff M.
PARREÑO, Al A.
GUIA, Luie Tito F
GUANZON, Ma. Rowena Amelia V.
INTING, Socorro B.
CASQUEJO, Marlon S.
KHO, Antonio T. Jr.

Chairman
Commission
Commission
Commission
Commission
Commission

Promulgated: August 23, 2019

RESOLUTION NO. 10589
upfiled

WHEREAS, Section 9 of Republic Act (R.A.) No. 10590, amending R.A. No. 9189, provides:

“Sec. 9. A new Section 10 of the same Act is hereby inserted to read as follows:

Sec. 10. Transfer of Registration Record. - In the event of change of voting venue, an application for transfer of registration record must be filed by the overseas voter with the OFOV, through its Chairperson, at least one hundred eighty (180) days prior to the start of the overseas voting period: Provided, That those who would eventually vote in the Philippines should register within the time frame provided for local registration in the municipality, city or district where they intend to vote: Provided, further, That those who have registered in the municipality, city or district where they resided prior to their departure abroad need not register anew: Provided, finally, That transferees shall notify the OFOV, through its Chairperson, of their transfer back to the Philippines at least one hundred eighty (180) days prior to the next national elections for purposes of cancelling their names from the CLOV and of removing their overseas voter's registration from the book of voters.”

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WHEREAS, there are overseas voters who are requesting to transfer their registrations from Post to local registry for purposes of participating in the forthcoming Barangay and Sangguniang Kabataan Elections;

WHEREAS, Articles 46, 48, and 49, Rule 10 COMELEC Resolution No. 9843 provide for the period and procedures on transfer of registration of overseas voters from Post to the Philippine municipality/city/district from the same or other than the voters' residence which is one hundred eighty (180) days before the day of the elections;

WHEREAS, the Commission on Elections has been granted the power to fix other periods prescribed by law for certain pre-election acts, as provided under Section 29 of R.A. No. 6646, to wit:

“Sec. 29. Designation of Other Dates for Certain Pre-elections Acts. - If it should no longer be reasonably possible to observe the periods and dates prescribed by law for certain pre-election acts, the Commission shall fix other periods and dates in order to ensure accomplishment of the activities so voters shall not be deprived of their right of suffrage.”

WHEREAS, it is imperative to harmonize the provisions of R.A. No. 9189, as amended by R.A. 10590, on the period for filing of applications for transfer in relation to the constitutional right of suffrage of qualified Filipino citizens in order not to deprive them of their right to participate in the forthcoming Barangay and Sangguniang Kabataan Elections.

NOW, THEREFORE, the Commission on Elections, pursuant to the authority vested in it under the Constitution, R.A. No. 9189 as amended by R.A. No. 10590, R.A. No. 6646 and other pertinent election laws, **RESOLVED**, as it hereby **RESOLVES**, to promulgate the following procedures on the transfer of registration of overseas voters from Posts to the local registry.

Sec. 1. Period to file application for transfer. – An overseas voter may file an application for transfer of registration records from the overseas voters' registry to the local voters' registry within the period set by the Commission for the registration of local voters. For purposes of the 11 May 2020 Barangay and Sanggunian Kabataan Elections, the period to file application for transfer from Post to Philippine municipality/city/district is from August 1, 2019 until September 30, 2019, from Mondays to Saturdays, including holidays, from 8:00 a.m. to 5:00 p.m.

Sec. 2. What to file. - All applicants for transfer of registration records from Post to Philippine municipality/city/district shall accomplish and file applications for transfer (OVF No. 1-B) (Annex “A”).

Sec. 3. Where to file applications for transfer. - Applications for transfer may be filed with the following:

- a. Office for Overseas Voting (OFOV)
- b. Office of the Election Officer (OEO)

In case the application for transfer is filed with the OEO, the Election Officer of the municipality/city/district shall, within three (3) days from filing, transmit to the OFOV the scanned copy or photo image of the duly accomplished OVF No. 1B via email, as detailed below:

Office for Overseas Voting
7th Floor, Palacio del Gobernador Bldg.
Intramuros, Manila
Telefax No. : 02 (521-29-52)
Email : overseasvoting@comelec.gov.ph
cc: comelec_coav@yahoo.com

Subject of the email: Applications for
Transfer (OVF No. 1B) – Office of the
Election Officer of (please state
municipality/city/district, province)

If the Election Officer of the municipality/city/district has no internet access, he shall transmit to the OFOV the scanned copy or photo image of the duly accomplished OVF No. 1B through other possible means of communication the soonest time possible which will not be later than three (3) days from receipt of the application.

Sec. 4. Ground for approval of the application. – If the applicant is included in the National Registry of Overseas Voters (NROV), the OFOV, through its Election Officer, shall approve the application for transfer filed by the applicant.

Sec. 5. Ground for disapproval of the application. – The OFOV, through its Election Officer, shall disapprove the application for transfer, on any of the following grounds:

- (a) the name of the applicant does not appear in the NROV;
- (b) the application has been filed with the OFOV beyond the period prescribed under Section 1 of this Resolution;
- (c) the application for transfer is not subscribed under oath by the applicant; and
- (d) the identity of the applicant cannot be ascertained based on the OFOV's database.

Sec. 6. Deactivated registration record for failure to vote in two (2) consecutive national elections. If the applicant's registration record has been deactivated in the overseas voters' registry for failure to vote in two (2) consecutive national elections, the applicant may be allowed to apply for registration with the OEO in the place where he/she resides, subject to the relevant rules on local registration.

Sec. 7. Deputation/Authorization of the Director, Election Officers and Lawyers of the OFOV. – In order to ease the voluminous load of work of the Commissioner-in-Charge of the OFOV and for purposes of efficiency, the Director, the Election Officers and the designated acting Election Officer, in case of the absence of the EO, of the OFOV are hereby deputized by the Commission on Elections to approve or disapprove applications for transfer pursuant to this Resolution.

The OFOV, through its Director, shall have the duty to notify the Commissioner-in-Charge of the OFOV of the list of applicants whose applications for transfer have been approved or disapproved by the Election Officers.

For this purpose, the Director, the lawyers of the OFOV with permanent item, and the Election Officers of the OFOV shall be authorized to administer oath relative to applications for transfer from Post to the Philippine municipality/city/district.

Sec. 8. Procedures. - The following procedures shall be observed by the OEO and the OFOV:

A. Applications for Transfer from Post to the Same Philippine Municipality/City/District.

A. 1. For applications filed with the OEO:

1. The Election Officer of the municipality/city/district shall transmit the scanned copy or photo image of OVF No. 1B to the OFOV through email or other means of communication pursuant to Section 2 of this Resolution.
2. The OFOV shall verify if the applicant is included in the NROV. If the applicant is included in the NROV, the Director/Election Officer of the OFOV shall approve the application for transfer, certifying that the applicant is included in the NROV (Notice of Approval and Disapproval, attached as Annexes "B" and "B-1").
 - 2.1. The Director/Election Officer of the OFOV shall immediately notify the Election Officer of the concerned municipality/city/district, through email, of the approval of the application for transfer. If the OFOV cannot reach the Election Officer of the concerned municipality/city/district through email, the OFOV shall email the Office of the Provincial Election Supervisor (OPES) or the Office of the Regional Election Director (ORED) who shall be responsible for the immediate transmittal of the Notice of Approval to the concerned Election Officer.
 - 2.2. The Director/Election Officer of the OFOV shall likewise immediately inform the applicant of the approval of the application for transfer through email or other means of communication.
 - 2.3. Once the Election Officer of the concerned municipality/city/district has received the Notice of Approval, he shall check if the applicant's name is included in the Certified Voters' List (CVL) of his municipality/city/district.
 - 2.2.1. If the applicant's name is included in the CVL, the Election Officer of the concerned municipality/city/district shall remove the annotation in the registration records and in the CVL.
 - 2.2.2. If the applicant's name is not included in the CVL, but appears in the Registry of Overseas Voters (ROV) of the

concerned municipality/city/district, the Election Officer shall allow the applicant to apply for local registration.

3. The Director/Election Officer of the OFOV shall disapprove the application for transfer on any of the grounds laid down under Section 4 of this Resolution.
 - 3.1. The Director/Election Officer of the OFOV shall immediately notify the Election Officer of the concerned municipality/city/district, through email, of the disapproval of the application for transfer. If the OFOV cannot reach the Election Officer of the concerned municipality/city/district through email, the OFOV shall email the OPES or the ORED who shall be responsible for the immediate transmittal of the Notice of Disapproval to the concerned Election Officer.
 - 3.2. The Director/Election Officer of the OFOV shall immediately notify the applicant of the disapproval of the application for transfer through email or other means of communication.
 - 3.3. If the ground for disapproval is Section 4 (a) of this Resolution, the applicant may apply for registration with the OEO where he/she intends to vote in accordance with the relevant rules on registration or transfer of registration of local voters. For this purpose, the applicant shall present to the OEO the Notice of Disapproval from the OFOV.

If the applicant has not yet received the Notice of Disapproval but is already aware of the disapproval of his application for transfer, the applicant may proceed to the OEO and ask for a printed copy of the Notice of Disapproval sent by the OFOV. For this purpose, the OEO shall post the list of applicants with Notice of Disapproval in three (3) conspicuous places in the municipality/city/district building before the scheduled date of ERB hearing.

The OFOV, through the Information Technology Department (ITD), shall likewise post in the COMELEC website the updated list of applicants whose applications for transfer have been approved or disapproved.

A.2. For applications filed with the OFOV:

1. The OFOV shall verify if the applicant is included in the NROV. If the applicant is included in the NROV, the Director/Election Officer of the OFOV shall approve the application for transfer, certifying that the applicant is included in the NROV.
 - 1.1. The Director/Election Officer of the OFOV shall immediately notify the Election Officer of the concerned municipality/city/district, through email, of the approval of the application for transfer. If the OFOV cannot reach the Election

Officer of the concerned municipality/city/district through email, the OFOV shall email the OPES or the ORED who shall be responsible for the immediate transmittal of the Notice of Approval to the concerned Election Officer.

- 1.2. The OFOV shall likewise immediately inform the applicant of the approval of the application for transfer through email or other means of communication.
- 1.3. Once the applicant has received the Notice of Approval from the OFOV, the applicant shall go to the OEO of the concerned municipality/city/district and present the Notice of Approval to the OEO.

If the applicant has not yet received the Notice of Approval but is already aware of the approval of his application for transfer, the applicant may proceed to the OEO and ask for a printed copy of the Notice of Approval sent by the OFOV. For this purpose, the OEO shall post the list of applicants with Notice of Approval in three (3) conspicuous places in the municipality/city/district building weekly before the scheduled date of ERB hearing.

The OFOV, through the ITD, shall likewise post in the COMELEC website the updated list of applicants whose applications for transfer have been approved or disapproved.

- 1.4. The Election Officer of the concerned municipality/city/district shall act on the Notice of Approval in accordance with the rules on registration or transfer of registration of local voters.
 - 1.4.1. If the applicant's name is included in the CVL, the Election Officer shall remove or untag the annotation in the registration records and in the CVL.
 - 1.4.2. If the applicant's name is not included in the CVL, but appears in the ROV of the concerned municipality/city/district, the Election Officer shall allow the applicant to apply for local registration.
2. The Director/Election Officer of the OFOV shall disapprove the application for transfer, on any of the grounds laid down under Section 4 of this Resolution.
 - 2.1. The Director/Election Officer of the OFOV shall immediately notify the Election Officer of the concerned municipality/city/district, through email, of the disapproval of the application for transfer. If the OFOV cannot reach the Election Officer of the concerned municipality/city/district through email, the OFOV shall email the OPES or the ORED who shall be responsible for the immediate transmittal of the Notice of Disapproval to the concerned Election Officer.

- 2.2. The Director/Election Officer of the OFOV shall immediately notify the applicant of the disapproval of the application for transfer through email or through other means of communication.
- 2.3. If the ground for disapproval is Section 4 (a) of this Resolution, the applicant may apply for registration with the OEO where he intends to vote in accordance with the relevant rules on registration or transfer of registration of local voters. For this purpose, the applicant shall present to the OEO the Notice of Disapproval from the OFOV.

If the applicant has not yet received the Notice of Disapproval but is already aware of the disapproval of his application for transfer, the applicant may proceed to the OEO and ask for a printed copy of the Notice of Disapproval sent by the OFOV. For this purpose, the OEO shall post the list of applicants with Notice of Disapproval in three (3) conspicuous places in the municipality/city/district building before the scheduled date of ERB hearing.

The OFOV, through the ITD, shall likewise post in the COMELEC website the updated list of applicants whose applications for transfer have been approved or disapproved.

B. Applications for Transfer from Post to Philippine Municipality/City/District Other than the Voters' Residence as Indicated in OVF No. 1 or the National List of Registered Voters (NLRV)

B.1. For applications filed with the OEO:

1. The Election Officer of the municipality/city/district where the applicant intends to vote other than his residence as indicated in OVF No. 1 or NLRV shall transmit the scanned copy or photo image of OVF No. 1B to the OFOV through email or other means of communication pursuant to Section 3 of this Resolution.
2. The OFOV shall verify if the applicant is included in the NROV. If the applicant is included in the NROV, the Director/Election Officer of the OFOV shall approve the application for transfer, certifying that the applicant is included in the NROV.
 - 2.1. The Director/Election Officer of the OFOV shall immediately notify the Election Officer of the municipality/city/district other than the voters' residence as indicated in OVF No. 1 or where the applicant intends to vote (hereinafter, concerned municipality/city/district, for brevity), through email, of the approval of the application for transfer. If the OFOV cannot reach the Election Officer of the concerned municipality/city/district through email, the OFOV shall email the OPES or the ORED who shall be responsible for the

immediate transmittal of the Notice of Approval to the concerned Election Officer.

- 2.2. The OFOV shall likewise immediately inform the applicant of the approval of the application for transfer through email or other means of communication.
- 2.3. The Election Officer of the concerned municipality/city/district shall act on the approval of the application for transfer in accordance with the rules on registration or transfer of registration of local voters.
3. The Director/Election Officer of the OFOV shall disapprove the application for transfer, on any of the grounds laid down under Section 4 of this Resolution.
 - 3.1. The Director/Election Officer of the OFOV shall immediately notify the applicant of the disapproval of the application for transfer through email or through other means of communication.
 - 3.2. If the ground for disapproval is Section 4 (a) of this Resolution, the applicant may apply for registration with the OEO where he intends to vote in accordance with the relevant rules on registration or transfer of registration of local voters. The applicant shall present to the OEO where he intends to vote the Notice of Disapproval from the OFOV.

If the applicant has not yet received the Notice of Disapproval but is already aware of the disapproval of his application for transfer, the applicant may proceed to the OEO and ask for a printed copy of the Notice of Disapproval sent by the OFOV. For this purpose, the OEO shall post the list of applicants with Notice of Disapproval in three (3) conspicuous places in the municipality/city/district building weekly beginning August 1, 2019 until September 30, 2019.

The OFOV, through the ITD, shall likewise post in the COMELEC website the updated list of applicants whose applications for transfer have been approved or disapproved.

B.2. For applications filed with the OFOV:

1. The OFOV shall verify if the applicant is included in the NROV. If the applicant is included in the NROV, the Director/Election Officer of the OFOV shall approve the application for transfer, certifying that the applicant is included in the NROV.
 - 1.1. The Director/Election Officer of the OFOV shall immediately notify the Election Officer of the concerned municipality/city/district, through email, of the approval of the application for transfer. If the OFOV cannot reach the Election Officer of the concerned municipality/city/district through email,

the OFOV shall email the OPES or the ORED who shall be responsible for the immediate transmittal of the Notice of Approval to the concerned Election Officer.

1.2. The OFOV shall likewise immediately inform the applicant of the approval of the application for transfer through email or other means of communication.

1.3. Once the applicant has received the Notice of Approval from the OFOV, the applicant shall go to the OEO of the concerned municipality/city/district and present the Notice of Approval to the OEO.

If the applicant has not yet received the Notice of Approval but is already aware of the approval of his application for transfer, the applicant may proceed to the OEO and ask for a printed copy of the Notice of Approval sent by the OFOV. For this purpose, the OEO shall post the list of applicants with Notice of Approval in three (3) conspicuous places in the municipality/city/district building before the scheduled date of ERB hearing.

The OFOV, through the ITD, shall likewise post in the COMELEC website the updated list of applicants whose applications for transfer have been approved or disapproved.

The applicant shall apply for registration, if he is not yet registered locally, or transfer of registration, if registered locally.

1.4. The Election Officer of the concerned municipality/city/district shall act on the applications in accordance with the rules on registration or transfer of registration of local voters.

2. The Director/Election Officer of the OFOV shall disapprove the application for transfer, on any of the grounds laid down under Section 4 of this Resolution.

2.1. The Director/Election Officer of the OFOV shall immediately notify the Election Officer of the concerned municipality/city/district, through email, of the disapproval of the application for transfer. If the OFOV cannot reach the Election Officer of the concerned municipality/city/district through email, the OFOV shall email the OPES or the ORED who shall be responsible for the immediate transmittal of the Notice of Disapproval to the concerned Election Officer.

2.1. The Director/Election Officer of the OFOV shall immediately notify the applicant of the disapproval of the application for transfer through email or through other means of communication.

2.3. If the ground for disapproval is Section 4 (a) of this Resolution, the applicant may apply for registration with the OEO where he

intends to vote in accordance with the relevant rules on registration or transfer of registration of local voters. The applicant shall present to the OEO where he intends to vote the Notice of Disapproval from the OFOV.

If the applicant has not yet received the Notice of Disapproval but is already aware of the disapproval of his application for transfer, the applicant may proceed to the OEO and ask for a printed copy of the Notice of Disapproval sent by the OFOV. For this purpose, the OEO shall post the list of applicants with Notice of Disapproval in three (3) conspicuous places in the municipality/city/district building before the scheduled date of ERB hearing.

The OFOV, through the ITD, shall likewise post in the COMELEC website the updated list of applicants whose applications for transfer have been approved or disapproved.

Sec. 9. Removal of the name of the overseas voter whose application for transfer is approved by the OFOV. Once the application for transfer is approved by the OFOV, the name of the overseas voter in the overseas registry shall be removed from the National Registry of Overseas Voters. The OFOV shall send the updated database to the Posts before the start of the continuing overseas registration.

Sec. 10. Submission of Certified List to the OFOV.—Within five (5) days from the conclusion of the Election Registration Board (ERB) hearing, the Election Officer of the municipality/city/district shall submit to the OFOV, through email or other means of communications, a certified list of overseas voters whose registration have been transferred to the Philippine municipality/city/district (Annex "C").

Sec. 11. Publication of action on the application.— The Election Officer of the municipality/city/district shall post notices in the bulletin boards of the OEO the certified list of overseas voters whose registration have been transferred to the Philippine municipality/city/district within five (5) days from the approval of their transfer.

Once the certified list has been consolidated, the OFOV, through the ITD, shall immediately cause the publication of the said certified list in the official website of the COMELEC.

Sec. 12. Role of the Regional Election Directors (REDs) and Assistant Regional Election Directors (AREDs) and Provincial Election Supervisors (PESs). — The REDs, AREDs, and PESs shall ensure timely compliance of the EOs' transmission and submission of documents and reports and shall be held directly responsible and accountable for non-compliance within the period herein provided.

Sec. 13. Applicability of other resolutions of the Commission. — Other Resolutions of the Commission insofar as applicable and not inconsistent herewith shall apply.

Sec. 14. Dissemination. - The Education and Information Department (EID) shall cause the publication of this Resolution in two (2) daily newspaper of general circulation in the Philippines and to furnish copies hereof the Department of Foreign Affairs, all Regional Election Directors, Provincial Election Supervisors and Election Officers.

Sec. 15. Effectivity. - This Resolution shall take effect immediately after its publication in two (2) newspapers of general circulation in the Philippines. The EID is hereby directed to cause the widest dissemination of this Resolution and its publication.

Let the Office for Overseas Voting, Office of the Executive Director, Office of the Deputy Executive Director for Operations, Finance Services Department, Information Technology Department, Education and Information Department, Office of the Regional Election Directors, Office of the Provincial Election Supervisors, and Office of the Election Officers implement this Resolution.


SO ORDERED.

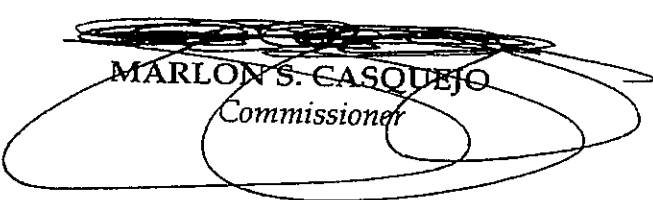

SHERNEE M. ABAS
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Commissioner



COMMISSION ON ELECTIONS
Intramuros, Manila

OFFICE FOR OVERSEAS VOTING

NOTICE OF APPROVAL
OF TRANSFER OF REGISTRATION RECORD
(From Post to Philippine municipality/city/district)

Application for Transfer: From Post to the same Phil. municipality/city/district
 From Post to Phil. municipality/city/district other than the original residence in the Philippines

Pursuant to COMELEC Resolution No. _____ promulgated on _____ in relation to Republic Act No. 10590, the undersigned, by the virtue of the powers vested in him/her by the said Resolution, hereby **APPROVES** your Application for Transfer of Registration Record from Post to Philippine municipality/city/district (OVF No.1B):

From PE/PCG/MECO/POLO: _____
Country : _____

To Municipality/City/District of _____

You are hereby advised to personally appear at the Office of the Election Officer of the city/municipality/district where you reside during the resumption of the continuing registration of voters to accomplish the form for Application of Transfer at the OEO and to submit yourself for biometrics capturing to complete the process of transfer of registration record.

Issued this _____ of _____ 2019.

Director/EO
Office for Overseas Voting
Tel. No. (02) 521-2952

NOTICE: All authorized recipients of any personal data, personal information, privileged information and sensitive personal information contained in this document, including other pertinent documents attached thereto that are shared by the Commission on Elections in compliance with existing laws and rules, and in conformity with the Data Privacy Act of 2012 (R.A. No. 10173) and its Implementing Rules and Regulations, as well as the pertinent Circulars of the National Privacy Commission, are similarly bound to comply with the said laws, rules and regulations relating to data privacy, security, confidentiality, protection and accountability.



COMMISSION ON ELECTIONS
Intramuros, Manila

OFFICE FOR OVERSEAS VOTING

NOTICE OF DISAPPROVAL
OF TRANSFER OF REGISTRATION RECORD
(From Post to Philippine municipality/city/district)

- Application for Transfer: From Post to the same Phil. municipality/city/district
 From Post to Phil. municipality/city/district other than the original residence in the Philippines

Pursuant to COMELEC Resolution No. _____ promulgated on _____ in relation to Republic Act No. 10590, the undersigned, by the virtue of the powers vested in him/her by the said Resolution, hereby **DENIES** your Application for Transfer of Registration Record from Post to Philippine municipality/city/district (OVF No.1B) on the ground/s that:

- Your name does not appear in the National Registry of Overseas Voters
 Your Application (OVF No. 1B) has been filed with the OFOV beyond the deadline
 Your Application (OVF No. 1B) is not under oath
 Your identity cannot be ascertained based on the OFOV's database

Issued this _____ of _____ 2019.

Director/EO
Office for Overseas Voting
Tel. No. (02) 521-2952

NOTICE: All authorized recipients of any personal data, personal information, privileged information and sensitive personal information contained in this document, including other pertinent documents attached thereto that are shared by the Commission on Elections in compliance with existing laws and rules, and in conformity with the Data Privacy Act of 2012 (R.A. No. 10173) and its Implementing Rules and Regulations, as well as the pertinent Circulars of the National Privacy Commission, are similarly bound to comply with the said laws, rules and regulations relating to data privacy, security, confidentiality, protection and accountability.

