



Commission Proper

No. 3, Albert Einstein Road, Rosary Heights VII, Cotabato City 9600

RESOLUTION No. 12

Series of 2025
Special *En banc*

A RESOLUTION TO AMEND GENERAL GUIDELINES FOR THE 2025 ASSEMBLY OF YOUTH SECTORAL ORGANIZATIONS AND SECTORAL WINGS OF REGIONAL PARLIAMENTARY POLITICAL PARTIES IN THE BARM FOR THE ELECTION OF THE YOUTH SECTORAL REPRESENTATIVE IN THE BANGSAMORO PARLIAMENT TO REFLECT THE RECOMMENDED SUPPLEMENTAL PROVISIONS FROM COMMISSION ON ELECTIONS (COMELEC)

AUTHORED BY: CHAIRPERSON NASSERUDIN D. DUNDING, MA

Commissioner representing Maguindanao with Cotabato City and Special Geographic Areas

WHEREAS, Section 1, Article X of Bangsamoro Autonomy Act No. 35, otherwise known as the *Bangsamoro Electoral Code of 2023*, mandates the selection of sectoral representatives for reserved seats in the Bangsamoro Parliament through elections conducted during assemblies specifically convened for this purpose by duly registered and accredited sectoral organizations;

WHEREAS, Section 1, Article IX of the Implementing Rules and Regulations (IRR) of BAA No. 35, promulgated by the Commission on Elections under Resolution No. 10984, authorizes regional agencies, such as the Bangsamoro Youth Commission (BYC), to convene and facilitate these assemblies for the Youth sector;

WHEREAS, on May 30, 2025, the BYC En Banc has adopted and approved the RESOLUTION ADOPTING THE "GENERAL GUIDELINES FOR THE 2025 ASSEMBLY OF YOUTH SECTORAL ORGANIZATIONS AND SECTORAL WINGS OF REGIONAL PARLIAMENTARY POLITICAL PARTIES IN THE BARM FOR THE ELECTION OF THE YOUTH SECTORAL REPRESENTATIVE IN THE BANGSAMORO PARLIAMENT";

WHEREAS, on August 14, 2025, the Commission on Elections (COMELEC) issued recommended supplemental provisions to support and enhance the BYC Youth Assembly Guidelines;

WHEREAS, these supplemental provisions were developed to provide further operational clarity, procedural safeguards, and detailed mechanisms necessary to ensure the orderly, transparent, and democratic conduct of the 2025 election of the Youth Sectoral Representative to the Bangsamoro Parliament;

WHEREAS, the integration of these supplemental provisions will ensure alignment and consistency with the Bangsamoro Electoral Code (BEC) and its IRR;



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NOW THEREFORE, on motion duly seconded, be it:

RESOLVED, as it is hereby **RESOLVED**, that the Bangsamoro Youth Commission En Banc formally adopts and approves the amendments to the *"General Guidelines for the 2025 Assembly of Youth Sectoral Organizations and Sectoral Wings of Regional Parliamentary Political Parties in the BARMM for the Election of the Youth Sectoral Representative in the Bangsamoro Parliament"* to incorporate the recommended supplemental provisions from the Commission on Elections;

RESOLVED FURTHER, that the amended document shall henceforth be referred to as:

"General Guidelines for the 2025 Assembly of Youth Sectoral Organizations and Sectoral Wings of Regional Parliamentary Political Parties in the BARMM for the Election of the Youth Sectoral Representative in the Bangsamoro Parliament (As Amended)";

RESOLVED FURTHER, that certified copies of this Resolution be transmitted to the Office of the Chief Minister, the Bangsamoro Transition Authority Parliament, and the Commission on Elections (BARMM-BEO);

RESOLVED FINALLY, that the Office of the Chair shall cause the immediate publication of these guidelines upon its approval.

ADOPTED this 29th day of August 2025 in Cotabato City.


NASSERUDIN D. DUNDING

Chairperson

Commissioner representing Maguindanao,
including Cotabato City and the Special Geographic Area


HAMDIE I. TANJIL

Commissioner representing Basilan,
including Lamitan City

Commissioner representing
Lanao del Sur with Marawi City


MOHAMMAD FAIZAL S. ALIH
Commissioner representing Sulu


PRATIMA H. SABAL-SAMSARAJI
Commissioner representing Tawi-Tawi



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JONA MAE B. BIÑAS
ex-officio Commissioner
representing Settler Communities

ANDIC B. MANINGULA
ex-officio Commissioner representing
Non-Moro Indigenous Peoples

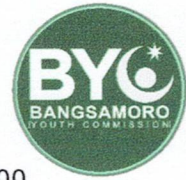
VOTED IN FAVOR: 6
VOTED AGAINST: NONE
ABSTAINED: NONE
ABSENT: NONE

The head of the Secretariat to the Commission Proper as undersigned attesting witness, do hereby affirm that the foregoing resolution was approved by the Commission Proper.

Attested by:

ZAIRNEE A. SALIC
Executive Director

REPUBLIC OF THE PHILIPPINES BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO BANGSAMORO YOUTH COMMISSION	
RELEASED	
Signature:	Date: 29 AUG 2025
Name: Bainer A. Lumabas	Time: 4:13 pm



Memorandum Order No. 0089
Series of 2025

GENERAL GUIDELINES FOR THE 2025 ASSEMBLY OF YOUTH SECTORAL ORGANIZATIONS AND SECTORAL WINGS OF REGIONAL PARLIAMENTARY POLITICAL PARTIES (RPPPS) IN THE BARMM FOR THE ELECTION OF THE YOUTH SECTORAL REPRESENTATIVE IN THE BANGSAMORO PARLIAMENT (AS AMENDED)

ARTICLE I. Legal Bases

1. Section 1, Article X of the Bangsamoro Autonomy Act (BAA) No. 35 or the Bangsamoro Electoral Code (BEC) provides that "[i]n the first Parliamentary election, the selection of the sectoral representatives for the reserved seats in the Parliament shall be on the basis of election during assemblies especially called for the purpose by registered and accredited sectoral organizations of women, settlers, youth, '*Ulama*', traditional leaders and NMIP (Non-Moro Indigenous Peoples)."
2. Section 1, Article IX of Resolution No. 10984 of the Commission on Elections (COMELEC) or the Implementing Rules and Regulations (IRR) of BAA No. 35, provides: "For the sectoral representatives of NMIP, Traditional Leaders and '*Ulama*', the assemblies shall be called by registered and accredited sectoral organizations through their respective ministries, regional agencies, or offices and shall be conducted in the manner provided in this IRR (COMELEC Resolution No. 10984).

For the sectoral representatives of women, youth, and settler communities, the assemblies shall be called by registered and accredited sectoral organizations through their respective ministries, regional agencies, or offices which shall likewise facilitate the conduct thereof."

ARTICLE II. Purpose

This Guidelines is issued for the following purposes:

1. In compliance with the mandate of the Bangsamoro Youth Commission (BYC) to call for an assembly of registered and accredited Parliamentary Sectoral Organizations for Youth and the Sectoral Wings for Youth of



registered and accredited Regional Parliamentary Political Parties (RPPPs) and for the purpose of electing the Sectoral Representative for the Youth.

2. In order to establish a transparent, organized, and democratic process for the conduct of the Assembly of the PSOs and Sectoral Wings for the Youth and provide for the manner of election of the Sectoral Representative for Youth in the Bangsamoro Parliament that is consistent with the principles laid down in BAA No. 35 and COMELEC Resolution No. 10984.

ARTICLE III. SCOPE

This Guidelines shall apply to the selection of the delegates and nominees to the Assembly of the PSOs for Youth and Sectoral Wings for Youth and the manner of election of the Sectoral Representative for Youth in the Bangsamoro Parliament for the 2025 Parliamentary elections in the BARMM.

Only Parliamentary Sectoral Organizations (PSOs) duly registered and accredited by the Commission and Regional Parliamentary Political Parties (RPPPs) through their accredited Sectoral Wings, may be allowed to participate in the assembly upon submission of the following documents:

1. Certificate of Registration issued by the Commission;
2. Manifestation of the Intent to Participate in the Parliamentary Sectoral Representation System (MIP-PSRS) in the form prescribed by the Commission. Provided that, a duly registered RPPP Sectoral Wing must attach to its MIP-PSRS the following:
 - Organizational structure;
 - Sectoral agenda; and
 - Certification by the Bangsamoro Youth Commission (BYC) on the basis of their track record as provided under Section 5(e), Rule II, Article VI of the IRR.
3. Proof of publication of the MIP-PSRS.

Provided, further, that the Clerk of the Commission shall publish a list of the registered and accredited PSOs who submitted their MIP-PSRS and complied with the order to publish the same, which shall be deemed compliance of the PSOs. No additional or conflicting requirements may be imposed.

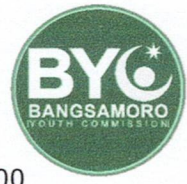
ARTICLE IV. Definition of Terms:

1. **Assembly** refers to the 2025 assembly of registered and accredited Youth Organizations (YOs) and RPPPs (by way of their Sectoral Wing) for the Youth



Sector to elect the Sectoral Representative for the Youth Sector in the Bangsamoro Parliament as provided in Section 1, Article X of BAA No. 35.

2. **Assembly Day Delegates List** refers to the official list of Sectoral Organizations with the corresponding names of their official delegates who have registered and submitted their credentials on the morning of the scheduled Assembly.
3. **Assembly Election Return** refers to the official document duly signed by the members of the Election Committee, showing the date and venue of the election and the votes, in words and in figures, obtained for each nominee.
4. **Delegate** refers to the official representative of a duly certified and accredited SO or a Sectoral Wing, who is duly authorized to attend the Assembly and cast his/ her vote for and on behalf of the SO or a Sectoral Wing.
5. **Nominee** refers to a person duly nominated by a duly certified and accredited Sectoral Organization/Sectoral Wing as a candidate for Sectoral Representative for Youth and whose name appears in the duly published list of nominees by the BYC. A nominee is automatically the delegate of his/her nominating SO or Sectoral Wing.
4. **Manifestation of Intent to Participate in the Parliamentary Sectoral Representation System (MIP-PSRS)** refers to the form prescribed by the COMELEC for Parliamentary Sectoral Organizations and Regional Parliamentary Political Parties by way of their Sectoral Wing intending to participate in the Parliamentary Elections.
5. **Quorum.** A quorum to conduct business during the Assembly shall be determined by a simple majority (50% + 1) of all SOs and RPPP sectoral wings that are duly certified by the BYC and accredited by COMELEC and are present during the Assembly.
6. **Sectoral Wing** refers to a Youth Sectoral Organization that is affiliated with a Comelec-registered and accredited Regional Parliamentary Political Party. A Sectoral Wing shall not have a juridical personality that is separate from its RPPP.
7. **Youth Sectoral Organization (YSO)** refers to an entity or association composed of individuals aged eighteen (18) to thirty (30), established to advance the youth's interests, rights, and welfare in various aspects of society. These organizations advocate for the Bangsamoro youth's



empowerment and the promotion of youth's rights within the framework of the Philippine laws and regulations.

ARTICLE V. COMMITTEES AND THEIR ROLES

1. Electoral Committee.

Electoral Committee- The Electoral Committee shall be composed of the Chairperson, the Poll Clerk, and a third member, all of whom shall be appointed by the BYC from its existing personnel.

The Poll Clerk shall be responsible for maintaining and keeping the Minutes of the Assembly and shall record all incidents that occur during the Assembly.

No person shall serve as a Member of the electoral committee if he/she is related within the fourth civil degree of consanguinity or affinity to any nominee, committee member, or head of the BYC.

The Electoral Committee may designate additional members from the personnel of the BYC to provide technical and secretariat support.

The Electoral Committee shall perform the following duties and functions:

- a. Conduct and administer the Assembly voting by secret ballot.
- b. Maintain order in the voting area and ensure the holding of a free, fair, honest, peaceful, and credible election during the Assembly.
- c. Conduct the manual counting of votes and prepare the Assembly Election Returns.
- d. The Electoral Committee shall act through its Chairperson and shall decide, by simple majority, any question, protest, or opposition that may arise in the course of the voting process and the counting of votes.

2. Rules Committee

The Rules Committee shall be created to oversee the development, implementation, and review of the procedures and guidelines governing the conduct of all Sectoral Assemblies. It shall act as a collegial body and shall be composed of the following:



- a. One (1) representative from the OSC;
- b. One (1) representative from the BYC who shall act as member of the Rules Committee must be appointed by the BYC from among its personnel;
- c. One (1) representative from the Bangsamoro Women Commission (BWC);
- d. One (1) representative from the Bangsamoro Commission for the Preservation of Cultural Heritage (BCPCH);
- e. One (1) representative from the Ministry of Indigenous Peoples' Affairs (MIPA); and
- f. One (1) representative from the Bangsamoro Darul-Ifta' (BDI).

Three (3) additional ex-officio members shall be appointed by the Rules Committee from the existing BYC Personnel to provide technical and secretariat support.

The Rules Committee shall perform the following duties and functions:

- a. Ensure that the Guidelines are properly implemented and resolve gaps and challenges arising in the course of implementation of the sectoral Assembly.
- b. Verify the credentials of nominees and ensure they meet qualification criteria.
- c. Validate and approve the Assembly Day Delegates List (ADDL) submitted by the Secretariat.
- d. Address and interpret procedural rules and resolve disputes, except election-specific procedural matters, which are directly handled by the Election Committee.

3. Secretariat

The secretariat shall handle the registration of the delegates and shall be under the supervision of the Rules Committee. It shall be composed of twelve (12) members who shall be appointed by the Rules Committee and shall consist of the following:

- a. Two (2) representatives from the OSC;
- b. Two (2) representatives from the Bangsamoro Youth Commission (BYC);



- c. Two (2) representatives from the Bangsamoro Women Commission (BWC);
- d. Two (2) representatives from the Bangsamoro Commission for the Preservation of Cultural Heritage;
- e. Two (2) representatives from the Ministry of Indigenous Peoples' Affairs (MIPA); and
- f. Two (2) representatives from the Bangsamoro Darul-Ifta'.

ARTICLE VI. PRE-ASSEMBLY ACTIVITIES

1. Call for the 2025 Assembly of the SOs and Sectoral Wings for Youth Sector.

Within the calendar of activities prescribed by COMELEC, the BYC shall issue a Notice of Assembly indicating the specific date, time, venue, agenda, and other relevant details of the Assembly. The Notice must be issued at least thirty (30) days from the actual date of Assembly. The Notice shall be sent via text message and e-mail, respectively, to the registered contact number and email address of all the duly registered and accredited SOs and Sectoral Wings. It shall likewise be posted on the official websites of the BYC, the Bangsamoro Government, and the Bangsamoro Parliament.

2. Designation of Delegates and Nominees.

A qualified SO or RPPP Sectoral Wing is entitled to one (1) delegate to participate and vote during the Assembly.

The SO or Sectoral Wing shall issue a resolution in a form prescribed by the BYC, designating one (1) from among its qualified members as the official delegate of the organization.

If the SO or RPPP Sectoral Wing nominates a candidate to the Assembly, such a Nominee shall automatically be the official candidate of the concerned organization. A delegate who is also the nominee shall similarly be issued with a resolution specifically authorizing him/her to attend and vote during the Assembly on behalf of the concerned organization.

The manner of selection of the delegate must be in accordance with the established internal selection process of the SO or Sectoral Wing and consistent with its constitution and by-laws.



3. Qualifications of a Delegate:

No SO or Sectoral Wing member shall qualify as a delegate to the Assembly unless he/she meets the following qualifications:

- a. A registered voter in the BARMM;
- b. A bona fide member of the Youth sector, as evidenced by a Certificate of Membership issued by the BYC; and
- c. A member in good standing as certified by the SO or Sectoral Wing of a RPPP.

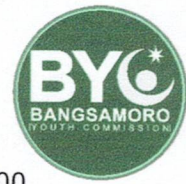
4. Qualifications of a Nominee:

No SO or Sectoral Wing member shall qualify as a nominee to the Assembly unless he/she meets the following qualifications:

- a. A Filipino citizen;
- b. Not be less than eighteen (18) years and not more than thirty (30) years of age on the day of the election;
- c. Able to read and write;
- d. A registered voter in the BARMM;
- e. A bona fide member of the Youth sector, as evidenced by a Certificate of Membership issued by the BYC; and
- f. A member of either an RPPP through its sectoral wing or parliamentary sectoral party or organization (PSO) duly registered and accredited by the Commission, through the BEO.

ARTICLE VII. FILING OF NOMINATIONS AS CANDIDATES FOR THE ASSEMBLY

1. The BYC shall schedule the filing of the Nomination of Candidates for Sectoral Assembly within thirty (30) days from the actual date of the Assembly.
2. Any So or Sectoral Wing that intends to field a nominee shall submit personally to the BYC the following requirements:
 - a. Sworn Certificate of Nominations and Acceptance (CONA) of the nominee;
 - b. Certificate of Registration and Accreditation of the SO or Sectoral Wing filed with the COMELEC;
 - c. Youth Organization Certificate issued by the BYC; and
 - d. Certification of membership issued by the BYC which must contain the following:



- i. That the nominee has a track record of outstanding and relevant involvement, accomplishments, and ethical behavior in the community and sector being represented, evidenced by a list of community and sectoral engagement;
 - ii. Signature of the head of the BYC; and
 - iii. Official seal of the BYC.
- e. Manifestation of Intent to Participate in the Parliamentary Sectoral Representation System (MIO-PSRS) in the form prescribed by the Commission. Provided that, a duly registered RPPP Sectoral Wing must attach to its MIP-PSRS the following:
 - i. Organizational structure;
 - ii. Sectoral agenda; and
 - iii. Certification by the Bangsamoro Youth Commission (BYC) on the basis of their track record as provided under Section 5(e), Rule II, Article VI of the IRR.
- f. Proof of publication of the MIP-PSRS.

Provided further that the Clerk of the Commission shall publish a list of the registered and complied PSOs who submitted their MIP-PSRS and complied with the order to publish the same, which shall be deemed compliance of the PSOs. No additional or conflicting requirements may be imposed.

3. Upon submission of the aforementioned documents and finding them to be in order, it shall be ministerial on the part of the BYC to accept the filing of the nomination of a candidate for the Assembly.
4. Late filing of nomination beyond the prescribed period will not be accepted, and the concerned nominee will not be listed for voting in the Assembly.
5. The official list of nominees shall be published on the BYC and BARMM websites and social media accounts at least fifteen (15) days prior to the scheduled date of the Assembly.

ARTICLE VIII. REGISTRATION AND ENTRY PROCEDURES

1. **Registration-** Registration will start at six o'clock (6:00) in the morning and will end at twelve o'clock (12:00) noontime.
 - A. A delegate shall be required to present:
 - a. A valid government ID;
 - b. Original copy of the SO or Sectoral Wing Resolution designating him or her as a delegate to the Assembly;



- c. The original certificate of registration and accreditation issued by COMELEC;
- d. The original Youth Organization Certificate issued by the BYC;
- e. Manifestation of Intent to Participate in the Parliamentary Sectoral Representation System (MIP-PSRS) in the form prescribed by the Commission. Provided that, a duly registered RPPP Sectoral Wing must attach to its MIP-PSRS the following:
 - i. Organizational Structure;
 - ii. Sectoral agenda; and
 - iii. Certification by the Bangsamoro Youth Commission (BYC) on the basis of their track record as provided under Section 5(e), Rule II, Article VI of IRR.
- f. Proof of publication of the MIP-PSRS

Any person who fails to submit the aforementioned documents shall not be registered as a Delegate and will not be allowed to enter the Assembly Venue nor be allowed to participate in the voting.

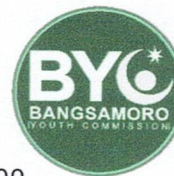
Provided further that in lieu of submission of proof of registration/accreditation and publication of MIP-PSRS, we added a provision that the inclusion in the list to be published of the OCOC of registered and accredited PSOs with submitted and published MIP-PSRS will be considered compliance. This eliminates the burden for the PSOs to resubmit information already in the custody of the Commission.

- B. No Delegate will be allowed to register after 12:00 o'clock noontime unless he/she is within the 100 meters from the registration area at the closing hour of registration. In such instance, the Poll Clerk shall record the names of the persons found within 100 meters from the registration area in the Minutes.
- 2. **Secretariat.** - The Secretariat, under the supervision of the Rules Committee, will be responsible for administering the registration of Delegates and preparing the Assembly Day List of Delegates that will be entitled to participate and vote during the Assembly.
 - 3. **Assembly Hours.** - The Assembly shall begin at one o'clock (1:00 pm) in the afternoon and end at five o'clock in the afternoon (5:00 pm) or until the counting of votes and announcement of the result of the voting is completed.

ARTICLE IX. HOUSE RULES DURING THE ASSEMBLY



1. **Attendance.** Only registered Delegates and Nominees are allowed to attend and participate in the Assembly. However, the following non-delegates shall be allowed to attend the Assembly:
 - a. Committee Members and BYC personnel
 - b. COMELEC-BEO Representatives
 - c. COMELEC Accredited Media
 - d. COMELEC Accredited Citizen's Arms. – Representatives from accredited citizen's arms, such as civil society organizations, are permitted to attend the Assembly to observe the proceedings and the conduct of a clean, free, and honest election.
 - e. Legal Counsel – A duly authorized lawyer of a nominee may attend the Assembly and represent the nominee in the event of any legal dispute arising from the conduct of the Assembly, the qualifications of a nominee, or the validity of the Assembly returns. Any lawyer who will appear during the Assembly must submit his/her credentials to the Rules Committee at least three (3) days prior to the scheduled Assembly.
2. **Respect and Decorum.** All delegates, nominees, and observers must maintain respect and decorum, avoid personal attacks and disruptive behavior, and refrain from using scandalous, inflammatory, foul, abusive, and derogatory language.
3. **Speaking Order.** Any Delegate who wishes to speak must raise his/her hand to be recognized by the Chairperson. Speeches should be brief, concise, and relevant to the agenda.
4. **No Campaign Paraphernalia.** Campaign paraphernalia is not allowed within the Assembly venue.
5. **Prohibition Against Political Activity.** No member of any committee is allowed, directly or indirectly, to campaign for or against a nominee.
6. **Media Coverage.** Media accredited by the COMELEC may cover the proceedings non-intrusively and within designated areas allowed by the Rules Committee. They are not allowed in the voting area.



7. **Security.** The BYC shall coordinate with the Ministry of the Interior and Local Government (MILG) for the proper coordination with the Philippine National Police in securing the premises of the Assembly venue. Firearms shall not be allowed inside the Assembly venue.
8. **Confidentiality.** Non-delegates, media, and citizens' arms must comply with the Data Privacy Act of 2012.
9. **Venue.** The Assembly shall be held at the Shariff Kabunsuan Cultural Complex (SKCC), Bangsamoro Government Center, Cotabato City.
10. **Special Assistance.** Delegates requiring special assistance, such as persons with disabilities, pregnant women, and senior citizens, are entitled to be prioritized in the order of registration and voting.
11. **Delegate's Assistance Desk (DAD).** A Delegates Assistance Desk (DAD) shall be available in strategic areas of the venue to guide and assist Delegates and provide proper orientation on the procedure and manner of voting during the Assembly.
12. **Medical Team.** A medical team shall be present outside the assembly venue for the provision of emergency medical care and first aid when needed.

ARTICLE X. CONFLICT OF INTEREST

To avoid a conflict of interest, any official or employee of the BYC who has accepted a nomination to be a Youth Sector representative shall recuse himself/herself from participating in any of the Assembly proceedings or preparations pertaining thereto.

Among other disqualifications set by the Bangsamoro Electoral Code, Its IRR, or other applicable law, in no instance may the Assembly Chairperson, or any member of the Rules Committee or Electoral Committee, be related to a delegate or nominee of a participating PSOs or RPPP, whether through its sectoral organization or any of its officers, within the fourth civil degree of consanguinity or affinity.

COMELEC representatives shall act only as observes and monitors in the conduct of the Assembly, without voting rights or involvement in the



credentials verification, selection, or decision-making process, to preserve the Commission's impartial adjudicatory role in the resolving disputes.

ARTICLE XI. THE ASSEMBLY CHAIRPERSON

1. **Assembly Chairperson.** – The Assembly Chairperson shall be appointed by the BYC from among its personnel. He/she shall call the Assembly to order, preside over its proceedings, and ensure the peaceful and orderly conduct of the Assembly.
2. **Powers and Duties of the Assembly Chairperson**
 - a. **Act as Presiding Officer of the Assembly.** The Assembly Chairperson is responsible for conducting and expediting the business of the Assembly, ensuring adherence to these guidelines, and maintaining order and decorum.
 - b. **Call the Roll and Declare the Quorum.** – A roll call of delegates will be conducted at the beginning of the Assembly to establish a quorum to conduct business. The Assembly Chairperson shall certify the presence of a quorum. If a quorum is not achieved, he/she shall declare the absence of a quorum, adjourn the proceedings, and schedule a new date for the Assembly.
 - c. **Referral to the Rules Committee.** – For complex or contentious procedural matters, the Assembly Chairperson may refer the issue to the Rules Committee for review and recommendations. The Rules Committee is responsible for providing guidance on the application of the Assembly's rules and procedures.
 - d. **Disciplinary Power.** – The Assembly Chairperson shall have the authority to summarily remove or deny entry to a delegate or non-delegate who violates any of the house rules set forth under these Guidelines.

ARTICLE XII. ORDER OF BUSINESS

The order of business in the Assembly shall be as follows:

1. **Preliminaries.** – Prayers and singing of the Philippine National Anthem and the BARMM Hymn.



2. **Roll Call.** – The Assembly Chairperson shall instruct the secretariat to call the roll. He or she shall immediately call the Assembly to order after confirming the presence of a quorum.
3. **Message of the Assembly Chairperson.** – The Assembly Chairperson shall address the Assembly and acknowledge the delegates present.
4. **Presentation of Nominees** – Each nominee shall be called on stage and introduced to the Assembly. The introduction shall be limited to their full name, affiliation, and track record.
5. **Orientation.** – The Assembly Chairperson shall provide an overview of the Assembly and the manner of voting.
6. **Voting Proper**
7. **Official Announcement of the Results by the Electoral Committee Chairperson**
8. **Adjournment**

ARTICLE XIII. ASSEMBLY FORMS AND SUPPLIES

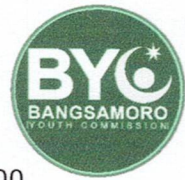
The BYC shall provide the Rules Committee and the Electoral Committee with the ballot boxes, tally sheets, secrecy folder and other supplies necessary for the efficient conduct of the Assembly and voting.

The Rules Committee shall cause the printing of the official ballots that will be used in the Assembly.

Distribution of Assembly Forms and Supplies. – The Rules Committee shall release the official ballots to the Electoral Committee at five o'clock in the morning of the Assembly Day.

The BYC shall distribute the other election paraphernalia such as the ballot secrecy folder, ballot box, tally sheet, assembly election returns, and supplies to the Electoral Committee.

The Electoral Committee shall thoroughly check the ballots, forms, documents, and supplies. Any issue or discrepancy as to the number of official ballots, shall be reported immediately to the Rules Committee and such incident shall be recorded in the Minutes of the Assembly by the Poll Clerk.



ARTICLE XIV. DOCUMENTATION OF PROCEEDINGS OF THE ASSEMBLY

The Minutes of the Assembly shall be duly recorded by the Poll Clerk and signed by the Assembly Chairperson and Electoral Committee Chairperson. The BYC shall provide the necessary technical support to prepare the minutes. Copies of the signed Minutes must be distributed to all sectoral organizations within thirty (30) days following the Assembly, either physically or electronically.

ARTICLE XV. CONDUCT OF THE ASSEMBLY

1. **Preliminaries to Voting.** – The Electoral Committee shall meet at the Voting Area inside the Assembly venue and perform the following preliminary activities:
 - a. At 9:00 o'clock in the morning of the Assembly Day
 - i. Receive and check the official ballots, ballot box, secrecy folder and other election supplies.
 - ii. Strategically arrange the chairs and tables to be used inside the voting area in such a way that they are at least one (1) meter away/apart from each other;
 - iv. Set up the segregated waiting areas for men and women.
 - b. Before the start of voting, the Electoral Committee shall:
 - i. Receive the Assembly Day Delegates List containing the names of the Sectoral Organizations in alphabetical order with their corresponding delegates who are allowed to vote;
 - ii. Open the ballot box, empty both compartments and show to the public that they are empty. Then the Electoral Committee shall lock its interior cover with one (1) padlock. The Chairperson shall keep the key to the padlock during the voting; and
 - iii. Show to the public, the package of official ballots. Enter in the Minutes the number of pads and the serial numbers of the ballots in each pad, and the fact that the package of ballots was shown to the public.
2. **Rules to be Observed During the Voting.** —



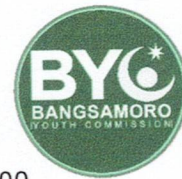
- a. No member of any citizen's arm shall be allowed to enter the places reserved for the voters and the Electoral Committee, nor mingle and talk with the delegates;
 - b. No person carrying any firearm or other deadly weapon shall be allowed within the voting area;
 - c. No crowding of delegates and disorderly behavior inside the voting area; and
 - d. The ballot box shall remain locked until the voting is finished and the counting begins. Except when it becomes necessary to make room for more ballots, the Chairperson, may, in the presence of citizen's arm and Rules Committee, open the box, press down the ballots without removing any of them. After which, the Chairperson shall again close the ballot box and lock it with the padlock. Such facts shall be recorded in the Minutes.
3. **Prohibition on Voting.** — It shall be unlawful for anyone to:
- a. Bring the ballot and/or the ballot secrecy folder outside the voting area;
 - b. Speak with anyone while inside the voting area as herein provided;
 - c. Fill-up the ballot without using a ballot secrecy folder or exhibit its contents to any person, except in cases of assisted voting. Only members of the Electoral Committee are allowed to assist Delegates;
 - d. Erase any printing from the ballot or place any distinguishing mark thereon;
 - e. Use carbon paper, paraffin paper, or other means of making a copy of the contents of the ballot, or otherwise make use of any other scheme to identify the vote, including the use of digital cameras, cellular phones, or similar gadgets;
 - f. Intentionally tear or deface the ballot; and
 - g. Disrupt or attempt to disrupt the proceedings of the Electoral Committee.
4. **Persons Allowed Inside the Voting Area.** — Only the following shall be allowed inside the voting area:



- a. Electoral Committee members;
 - b. Citizen's arm who shall stay only in the space reserved for them;
 - c. Delegates casting their votes;
 - d. Delegates waiting for their turn to vote; and
 - e. Others who are specifically authorized by the Electoral Committee whose presence must be specifically recorded in the Minutes.
5. **Authentication of the Ballot.** — In every case, the Electoral Committee shall, in the presence of the delegate and before giving the ballot to the delegate, authenticate the same by affixing his/her signature at the back thereof.
6. **Order of Voting.** — the Delegates will vote according to their SO's name arranged in alphabetical order by the Secretariat.
- The delegate shall fall in line in the order when the name of the SO is called and cast his/her vote in the same order. The voting area shall be limited to ten (10) Delegates at a time. Delegates shall not crowd around the voting area and shall immediately leave after casting their votes.
- The Electoral Committee shall give priority to PWDs, Senior Citizens, and heavily pregnant Delegates in the casting of votes.
7. **Segregated Waiting/Holding Area.** — There shall be ample space for at least twenty (20) persons at one time, accessible to wheelchair users, if available, to be used as holding area. The holding area shall be used by delegates waiting for their turn to vote. The delegates shall sit and arrange themselves in the order that they are called by the Electoral Committee, such that they will vote according to the sequence of their arrival.
8. **Manner of Obtaining Ballots and Voting**
- a. The Delegate shall approach the Electoral Committee and provide the name of his/her SO as well as his/her complete name.
 - b. The Electoral Committee shall verify if the SO is found in the ADDL. If the SO is on the list, the Delegate shall sign the ADDL and thereafter be issued an Official Ballot. Only the Chairperson shall issue the ballot, and only one ballot shall be issued per delegate.



- c. A Delegate can vote only ONE (1) Nominee from the Names of Nominees appearing on the Ballot. The secrecy folder must be used while a Delegate is casting his/her vote. After voting, the Delegate will fold the ballot cross-wise and put it inside the ballot box. Thereafter, he/she should leave the voting area immediately to give way for the other Delegates.
9. **Accomplishment of Ballots for Illiterate, Persons with Disabilities, or Senior Citizens (SCs).** — In case a delegate is an illiterate, a PWD, or a senior citizen, they may be assisted in voting by any member of the Electoral Committee. The fact of illiteracy or disability shall be indicated in the Minutes of the Assembly.
10. **Procedure After Voting.** —
 - a. After accomplishing the ballot, the delegate shall fold it in the same manner as it was received;
 - b. In the presence of all the members of the Electoral Committee, the delegate shall, without unfolding the ballot, return the folded ballot to the Chairperson;
 - c. The Chairperson, in the presence of all the members of the Electoral Committee without unfolding the ballot and seeing its contents, shall verify whether the ballot returned by the voter is the same ballot issued to the voter, by comparing the serial number of the ballot that was returned against the serial number of the ballot issued to the voter as earlier recorded;
 - d. If the serial number of the ballot returned by the voter is not the same as the serial number of the ballot issued to the voter, the ballot shall be considered spoiled. The spoiled ballot shall, without being unfolded and without removing the detachable coupon, be distinctly marked with the word "spoiled" and signed by the Chairperson of the Electoral Committee at the back thereof and immediately placed in the compartment for spoiled ballots. The incident shall be recorded in the Minutes;
 - e. If the serial number of the ballot that was returned by the voter is the same as that recorded, the voter shall deposit the folded ballot in the ballot box compartment for the valid ballot; and
 - f. The voter shall then leave the voting place.



11. **Close of Voting Process.** - The voting shall be closed after all Delegates present shall have cast their votes. The specific time when the voting is closed will be recorded in the Minutes.

ARTICLE XVI. COUNTING OF VOTES

1. **Preliminaries.** — The Electoral Committee shall unlock the ballot boxes, take out the ballots from the compartment for valid ballots, and proceed to examine the ballots to determine whether there are:
 - a. **Excess Ballots.** – The Electoral Committee shall, without unfolding the ballots or exposing their contents, count the number of ballots in the compartment for valid ballots and compare the number of ballots inside the ballot box with the number of voters who voted as reflected in the ADDL. If there are more ballots than there are voters who voted, all the ballots shall be returned to the compartment for valid ballots and thoroughly mixed therein. The Poll Clerk, without seeing the ballots and with his back to the ballot box, shall publicly draw out as many ballots as may be equal to the excess and, without unfolding them, place them in the Envelope for Excess Ballots.
 - b. **Marked Ballots.** – The Electoral Committee shall then unfold the ballots and determine whether there are any marked ballots. If any should be found, they shall be placed in an Envelope for Marked Ballots, which shall be sealed and signed by the Electoral Committee. The marked ballots shall not be counted.
3. **Manner of Counting of Votes.** – Counting of votes is done by the Chairperson of the Electoral Committee.

The counting of votes shall be public without interruption or delay until completed and shall proceed as follows:

- a. The Electoral Committee shall open the ballot box, take out the ballots, and without unfolding them or exposing their contents except so far as to ascertain that each ballot is single, compare the number of ballots in the ballot box with the number of voters who voted as recorded in the Minutes.
- b. The Chairperson shall take the ballots of the first pile and read the ballots one by one; while the Poll Clerk and a third member of the Electoral Committee shall record on the printed tally sheet.



Each vote shall be recorded by a vertical line (tara), except every fifth vote, which shall be recorded by a diagonal line crossing the previous four vertical lines.

After all the ballots for the Assembly have been counted, the Electoral Committee shall:

- a. Prepare the Assembly Electoral Returns based on the final result of the tally sheet;
 - b. Sign and affix their thumb marks on the certification portion printed at the bottom of the tally sheet; and
 - c. Place the counted ballots in the special envelope provided for the purpose, the electoral committee shall close the envelope with a paper seal, and sign and deposit the same in the compartment for valid ballots. The accomplished tally sheet, certified by the Electoral Committee, shall also be deposited in the compartment for valid ballots.
4. **Assembly Returns and Distribution of Copies Thereof.** – The Electoral Committee shall prepare the returns after the counting of votes. The returns shall be prepared in five (5) copies. All the members of the Electoral Committee shall sign the certification printed at the bottom of the returns and affix their respective thumb marks on the space provided.
- Upon completion of the returns, each copy shall be placed in a separate special envelope provided for the purpose, and be immediately distributed to the following:
- a. One (1) original copy to the BEO through the Electoral Committee;
 - b. One (1) original copy to the Office of the Chief Minister;
 - c. One (1) original copy to the COMELEC Accredited Citizens Arms;
 - d. One (1) original copy to the Rules Committee; and
 - e. One (1) original copy to the BYC.

A photocopy of the Assembly Election Returns shall also be given to a SO/Sectoral Wing who has fielded a nominee.

8. **Announcement of Results.** – Upon completion of the returns, the Chairperson of the Electoral Committee shall officially announce the results



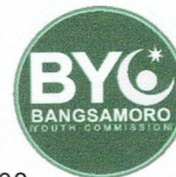
of the voting by reading the total number of votes obtained by each nominee.

9. **Disposition of Ballot Boxes, Keys, Returns, and Other Documents.** – Upon the termination of the counting of votes and the announcement of results in the assembly, the Electoral Committee shall:

- a. Place the following documents inside the compartment of the ballot box for valid ballots:
 - i. Envelopes containing the:
 1. Counted official ballots;
 2. Excess/marked/spoiled and one-half of torn unused official ballots;
 3. Returns (copy for the ballot box); and
 4. Minutes of the Assembly (copy for the ballot box).
 - ii. Tally Board; and
 - iii. Stubs of used official ballots.
- b. Close the interior covers of the ballot box and seal it with a plastic security seal, lock the outer cover of the ballot box with the one (1) padlock, and seal it with a plastic security seal.
- c. The keys to the padlock shall be placed in a separate envelope which shall be sealed and signed by all members of the Electoral Committee, and submitted to the chairperson.
- d. Deliver to the BYC the following:
 - i. The ADDL;
 - ii. Certified minutes of the Assembly;
 - iii. Envelope containing the returns copy;
 - iv. Envelope containing the keys to the ballot box; and
 - v. Envelope containing the other half of torn unused ballots.

10. **Proclamation of Sectoral Representatives.** – The elected sectoral representatives shall be proclaimed simultaneously by the COMELEC during the October 13, 2025, parliamentary election.

ARTICLE XVII. CERTIFICATE OF ELECTION. – Immediately after the conclusion of the election process, the Electoral Committee shall prepare and sign a Certificate of Election indicating the name of the elected nominee as sectoral



representative for the Youth Sector, as well as the date and venue of the assembly. The Certificate shall be signed by the Chairperson, Poll Clerk, and the third member of the Electoral Committee, with the minutes of the assembly attached, and shall be transmitted to the Commission through the BEO within twenty-four (24) hours from the close of the election process, and in no case later than seven (7) calendar days from the conduct of the Bangsamoro Parliamentary Elections for the Party Representatives and District Representatives, unless a different period is prescribe by the Commission.

ARTICLE XVIII. OPPOSITION AND DISPUTES

1. **Recording in Minutes of Challenges, Disputes, and Oppositions.** — The Poll Clerk must record in the Minutes all challenges, oaths taken, and the resolutions of the electoral committee on each case. The Poll Clerk shall certify that the Minutes contain all challenges, oaths, and resolutions made.
2. **Disputes During the Assembly.** – Any question, protest, or opposition arising during the registration of the delegates, conduct of voting, or counting of votes shall be immediately heard and resolve by the Electoral Committee through its Chairperson, by simple majority vote, before the close of proceedings.
3. **Post-Assembly Disputes.** – Disputes that cannot be resolve during the assembly, or that relate to matters other than the conduct of voting and counting of votes, may be filed with the Rules Committee within seven (7) days from the date of the assembly. The Rules Committee shall address and interpret procedural rules and resolve such disputes, except those failing within the exclusive authority of the Electoral Committee under Section 1.
4. **Exhaustion of Remedies.** – No protest or opposition shall be entertained by the Commission on Elections unless the remedies under Section 1 and 2 have been fully exhausted.

ARTICLE XIX. Separability Clause. – If, for any reason, any provision of these Guidelines is declared null and void or unconstitutional, the other provisions hereof which are not affected thereby shall continue to be in full force and effect.

ARTICLE XX. Effectivity. – These Guidelines shall take effect after three (3) days following the completion of its publication in a daily newspaper of general circulation or regional circulation and in the Bangsamoro Gazette.