



FC Election Committee

August 28, 2025

ANNOUNCEMENT

To: **ALL BSU FACULTY (Permanent)**

Subject **ELECTION OF THE NEW SET OF OFFICERS OF THE BSU FACULTY CLUB**

I. VACANCIES AND QUALIFICATIONS

a. Position to be filled up (Article VI, Section 1)

Position	No. of Vacant Positions	
President	1	
Vice President	3 (1 VP for LT, 1 VP for Bokod, 1 VP for Buguias)	
Secretary	1	
Treasurer	1	
Auditor	1	
PRO	1	
Business Managers	3 (1 for LT, 1 for Bokod, 1 for Buguias)	
Representatives: 19 <i>* 1 Representative per college (La Trinidad campus) and 2 for Bokod & Buguias Campus</i>	CTE CF CHET CVM CHK CAH CPAG COM CNS	CA CN CE CNAS CSS CIS Bokod Buguias

- b. Candidates Qualifications for officers (Article VI, Sec. 4)
 - Must have rendered at least 4 years of cumulative service as faculty member Benguet State University and must hold permanent appointment.
 - Must not occupy an administrative or supervisory position higher than or equivalent to a College Dean and Institute Director.

II. FILING OF CANDIDACY

- a. Filing of candidacy shall commence at **8:00 AM on September 2, 2025** and shall close at **12:00 NN on September 9, 2025**.
- b. Filing may be done individually or through party/group submission to any member of the Election Committee, as listed below:
 - Julie Ann Tabdi – ICT, La Trinidad Campus
 - Odelon C. Dulay – SSO, La Trinidad Campus
 - Jade S. Tolano – Records Office, Bokod Campus
 - Rhaika S. Agapito – CBOO, Bokod Campus
 - Kenneth T. Kitongan – Buguias Campus
 - Rod John C. Peralta – Buguias Campus
- c. Any candidacy shall be considered valid only when:
 - i. **Two (2)** copies of the candidacy form are duly accomplished, received and signed with date by any member of the Election Committee. Certificate of candidacy can be downloaded at <https://bsu.edu.ph/fc-election/>
 - ii. The corresponding non-refundable filing fee shall be paid, as follows: (Article VII, Section 4)

Position	Fee in PhP
President:	1,000.00
Vice President:	500.00
Secretary:	200.00
Treasurer:	200.00
Auditor:	200.00
PRO:	200.00
Business manager:	200.00
Campus /College/ Institute Representative:	200.00

- d. Once filed, no withdrawal or substitution of candidates shall be allowed after the candidacy filing period.
- e. The Election Committee shall evaluate all candidacies on **September 9, 2025** from 1:00 PM to 5:00 PM

III. CAMPAIGN PERIOD AND ELECTION DAY

- a. The official List of Qualified Candidates shall be posted in the official webpage and/or social media account of the BSU Faculty Club, other University webpages, and in conspicuous places within the University's three campuses on September 10, 2025.
- b. The campaign period shall begin from **8:00 AM** of **September 11, 2025** and shall end at **12:00 NN** of **September 25, 2025**. Guidelines on campaigning activities and election-related matters shall be issued separately.
- c. All members of the faculty club (**permanent employees from all campuses**) are eligible to vote thru secret ballot (Article VII, Sec. 10) on **September 26, 2025 from 8:00 AM to 3:00 PM** at the following designated venues:
 - BSU Administration Lobby, La Trinidad, Benguet
 - BSU Address Cosalan Hall, Bokod, Benguet
 - BSU Administration Conference Hall, Buguias, Benguet
- d. The canvassing of votes shall be conducted and completed immediately after the close of voting at each campus on **September 26, 2025, at 3:10 PM**.

IV. PROTEST

- a. Any election protest must be filed on **September 29-30, 2025** through a formal letter addressed to the Election Committee, specifying the grounds for the protest and must be accompanied by a non-refundable fee of PhP 3,000.00 per protesting candidate.

V. PROCLAMATION AND OATH TAKING OF WINNERS

- a. Winners will be proclaimed immediately after the protest on October 1, 2025.
- b. The Oath-Taking Ceremony date will be set in a meeting convened of the Election Committee with the incoming and outgoing BSUFC Officers.

All concerns shall be directed to the Election Committee, whose decision shall be deemed final and executory.



FC Election