

ABSNET WEST CLUSTER
GUIDELINES FOR THE ELECTION OF
CORE GROUP OFFICERS AND MEMBERS
NOVEMBER 2009
(Based on Administrative Order 18 s. 2008)

I. Brief Background

In preparation for the November election of core group members as mandated by AO 18 s. 2008, the ABSNET West Cluster Core Group met at the Asociacion de Damas Filipinas on 4 September 2009 to finalize election guidelines and procedures. Also present at the meeting were Ms Charito Esteban, representing Regional Director Alice Bonoan and Ms Virginia Daniles, DSWD-NCR Focal Person.

At the start of the meeting, Ms Maribeth Florido, Core Group Secretary gave a brief history of ABSNET West Cluster, the changing composition of the Core Group and its past and present accomplishments. Bro. Luis Ortiz, Cluster Chairperson, then proceeded with a power point presentation of proposed guidelines and procedures for the upcoming November elections. After an exchange of comments, clarifications and recommendations, the Core Group approved the November 2009 Election Guidelines for ABSNET West Cluster for dissemination to its membership.

II. Organizational Processes as Provided for in AO 18 s. 2008

1. Membership and Organization of ABSNET
2. Election and Terms of Office
3. Officers of ABSNET
4. Duties and Responsibilities
 - 4.1. ABSNET Officers
 - 4.2. ABSNET Members
5. ABSNET General Functions
6. Rights of the Members
7. Meetings
8. Sanctions to Erring Members

III. ABSNET West Cluster Election Guidelines

A. Who can nominate?

All registered, licensed and/or accredited social welfare and development agencies, provincial/city/municipal (P/C/M) social welfare and development office of the LGUs and DSWD and LGU centers and institutions within the region are automatically qualified to nominate the Core Group.

B. Who can be nominated?

In accordance with AO 17 s. 2008 any SWDA registered with the DSWD and is operating in the West Cluster Area can be nominated as Core Group member.

C. Who comprises the 2009 Election Committee?

The Election Committee shall be composed of the current ABSNET West Cluster Core Group members.

D. What are the election procedures?

1. Each SWDA can nominate three **AGENCIES** from the ABSNET West Cluster **MASTER LIST**, preferably from their own sector. The MASTER LIST can be viewed from the Friendship Home website: <http://www.friendshiphomeluisamigo.org>
2. The Secretary will be in charge of sending and receiving the nomination forms.
3. The Core Group shall be responsible for the tabulation of nominees according to the sector they represent.
4. Based on the tabulation, the results will be categorized according to: (a) Primary List of Nominees and (b) Alternate List of Nominees.
 - 4.1. The Primary List of Nominees shall consist of the top four (4) nominated AGENCIES by sector.
 - 4.2. The Alternate List of Nominees shall include the remaining Agencies who have also been nominated but have received lesser number of nominations.
5. The top four nominees will receive a Nomination Acceptance/Decline Form from the Core Group Secretary which should be returned no later than October 29. In case no reply is received on due date, invitation/s will be sent to the top nominee/s from the Alternate List of Nominees from their respective sectoral list.

6. Each of the four agencies who accepted the nomination will designate their representative to the Sectoral Committee. Ideally all the six sectors, namely: Children, Youth, Women, Family and Community, Persons with Disabilities and Older Persons (Senior Citizens) should be represented in the Sectoral Committee.
7. Each Sectoral Committee shall elect from among themselves a Chairperson who will automatically be their sector's representative to the Core Group.
8. The Sectoral Committee Chairpersons, together with the P/C/M/O and the DSWD Focal Person shall constitute the **ABSNET WEST CLUSTER CORE GROUP**.
9. The newly-constituted Core Group shall elect from among themselves the Chairperson, Vice Chairperson and Secretary.
10. In the event that a Sectoral Committee Chairperson is elected Core Group Chairperson or Secretary, his/her position shall be filled by the top-listed person from the Alternative List of Nominees.

IV. ABSNET West Cluster Organizational Structure

Chairperson

Vice Chairperson

Secretary

Sectoral Representatives

Children

Family and Community

Youth

Persons with Disabilities

Women

Older Persons (Senior Citizens)

Ex-officio members: Outgoing Chairperson and/or Secretary who will serve for a transition period of 1 year.