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Republic of the Philippines
COMMISSION ON ELECTIONS
Manila

IN THE MATTER OF AMENDING
COMELEC RESOLUTION NO. 10068
ENTITLED: "GENERAL INSTRUCTIONS
FOR THE SPECIAL BOARD OF
CANVASSERS ON THE
CONSOLIDATION/ CANVASSING AND
TRANSMISSION OF VOTES IN
CONNECTION WITH THE CONDUCT
OF OVERSEAS VOTING FOR PURPOSES
OF THE MAY 9, 2016 NATIONAL AND
LOCAL ELECTIONS."

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PARREÑO, Al A.,
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LIM, Arthur D.,
GUANZON, Ma.Rowena Amelia V.,
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Chairman
Commissioner
Commissioner
Commissioner
Commissioner
Commissioner

Promulgated: April 29, 2016 *[Signature]*

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RESOLUTION NO. 10107 *[Signature]*

WHEREAS, in Minute Resolution No. 16-0160 dated March 15, 2016, the Commission authorized the electronic transmission of results from various Posts adopting the Automated Election System (AES) to the National Board of Canvassers using the BGANs;

WHEREAS, there is a need to amend certain provisions of COMELEC Resolution No. 10068 with respect to the consolidation, canvassing, and uploading of election results in connection with the conduct of overseas voting for purposes of the May 9, 2016 National and Local Elections;

NOW, THEREFORE, the Commission on Elections, by virtue of the powers vested upon it by the Constitution, Republic Act No. 9369, Republic Act No. 9189, as amended by Republic Act No. 10590, Batas Pambansa Bldg. 881 and other election laws, **RESOLVE** as it hereby **RESOLVES** to amend COMELEC Resolution No. 10068 entitled: "General Instructions Governing the Consolidation/Canvassing and Transmission of Votes in connection with the conduct of overseas voting for purposes of the May 9, 2016 National and Local Elections. "

Section 1. Section 2 of COMELEC Resolution No. 10068 is hereby amended to read as follows:

"Sec. 2.Procedures for canvassing.- Immediately after convening, the Board shall receive the envelope containing memory cards for the VCM, and undertake the following canvassing procedures:

I. INITIALIZATION PROCEDURES:

- a) The CCS Operator shall:
 - a. Plug the power cord of the laptop to the extension cord;
 - b. Plug the extension cord to the electrical outlet or generator, when necessary;
 - c. Connect the printer cable to the USB port of the laptop and the power cable of the printer to the extension cord;
 - d. **SET UP THE BGAN BY PERFORMING THE FOLLOWING:**
 - 1) **CHECK ALL PERIPHERALS.**
 - i. **POWER CABLE**
 - ii. **ADAPTOR**
 - iii. **ETHERNET CABLE**
 - iv. **SIM CARD (ALREADY INSTALLED)**
 - v. **BATTERY**
 - vi. **BGAN**
 - 2) **PLUG THE POWER CORD TO THE ADAPTOR.**
 - 3) **PLUG THE ADAPTOR.**
 - 4) **PLUG IN THE POWER CORD.**
 - 5) **PLUG IN THE ETHERNET CABLE TO THE VCM.**
 - 6) **PRESS AND HOLD THE POWER BUTTON FOR AT LEAST 5 SECONDS.**
 - 7) **MESSAGE WILL APPEAR ON SCREEN.**
 - 8) **WHEN "USED STORE GPS" APPEARS, DETERMINE IF SAME LOCATION.**
 - 9) **USE ARROW TO CHOOSE YES OR NO.**
 - 10) **CHOOSE NO TO REGISTER NEW GPS. MESSAGE WILL APPEAR : "NEW GPS FIX".**
 - 11) **BGAN MAKES BEEPING SOUND AS IT SEARCHES FOR SATELLITE.**
 - 12) **ADJUST ANGLE AND DIRECTION.**
 - 13) **SIGNAL STRENGTH READS 46DBHZ OR HIGHER.**
 - 14) **PRESS THE ENTER KEY.**
 - 15) **MESSAGE WILL APPEAR "PROCESSING", "REGISTERING", AND "CONNECTING".**
 - 16) **MESSAGE WILL APPEAR "INMARSAT BGAN".**
 - 17) **BGAN READY TO USE.**
 - e. Insert sufficient paper in the printer feeder; Turn on the laptop by pressing the power button. The screen will display the WELCOME page of the CCS.
 - f. Turn on the printer by pressing the power button;
 - g. Turn on the laptop by pressing the power button;
 - h. The screen will display the progress window with message, "Starting CCS. Please wait..." along with a loading progress bar;
 - i. The screen will display the WELCOME page of the CCS. This page contains the login form to access the system;
 - j. Input USERNAME and PASSWORD on the corresponding text fields. Click "LOG IN" button;

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- k. The system will display the screen for start up with message at the top of the screen *"Upon completion and acceptance, the ELECTION will be activated"*. Enter the following information:
 - i. User name
 - ii. Password
 - l. Request any two (2) members of the Board, to insert their USB tokens in the USB slot of the laptop one at a time and enter their usernames and security key passwords in the space thus provided. Thereafter, click the "OK" button;
 - m. Click "ACCEPT" button. Wait for the system to finish the initialization process.
 - n. The screen will display the message *"INITIALIZATION REPORT"*;
 - o. Check that the message *"ELECTION ACTIVATED"* appears on the top panel above the PDF viewer.
 - p. Print the *"INITIALIZATION REPORT"* by clicking the print icon on the upper left corner of the PRINT PREVIEW page. Wait for the PRINT dialogue box to be displayed. Enter the number of copies to be printed in the space provided. Then click the "PRINT" button;
 - q. After printing the *"INITIALIZATION REPORT"* click the *"CONTINUE"* to proceed to the HOMEPAGE of the CCS found on the bottom part of the PDF viewer panel;
- b) The members of the Board shall sign and affix their thumbmarks on the certification portion of the *"Initialization Report"*;
 - c) After signing and affixing their thumbmarks on the certification portion of the *"INITIALIZATION REPORT"*. the Chairman shall show to the public the *"INITIALIZATION REPORT"*; and
 - d) The Member-Secretary shall place the *"INITIALIZATION REPORT"* inside the envelope intended for the purpose.

II. MONITORING OF RESULT. The Board shall x xx.

III. IMPORTING OF PRECINCT RESULTS FROM VCM - The Board shall x xx.

IV. ENCODING OF MANUAL ELECTION RETURNS - In areas where the Board will x xx.

V. GENERATION AND PRINTING OF REPORTS. The CCS operator shall xxx.

VI. GENERATION AND PRINTING OF CONSOLIDATED STATEMENT OF VOTES (SOV) x xx.

VII. TRANSMISSION OF RESULT (CCS)

1. UNDER THE CANVASSING MODULE, CLICK "TRANSMIT RESULT" ICON IN THE HOME PAGE;

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2. THE CCS WILL DISPLAY THE LIST OF POSITIONS/CONTESTS WITH CORRESPONDING CHECKBOX. THE "CONTEST NAME" HEADER WILL ALSO HAVE A CORRESPONDING CHECKBOX;
3. TO SELECT ALL, TICK THE CHECKBOX BESIDE THE "CONTEST NAME" HEADER;
4. THE STATUS FOR ALL POSITIONS SHOULD INDICATE "CERTIFIED", OTHERWISE GENERATE THE REQUIRED REPORTS BEFORE TRANSMITTING RESULTS;
5. CLICK "TRANSMIT";
6. THE TRANSMIT WINDOW WILL BE DISPLAYED. THIS CONTAINS THE STATUS OF TRANSMISSION AND THE TRANSMISSION PROCESS; AND
7. ONCE THE TRANSMISSION IS COMPLETED, THE CCS WILL DISPLAY THE MESSAGE "TRANSMISSION RESULTS PROCESS WAS FINISHED". AFTER TRANSMISSION, PRESS "CLOSE" TO RETURN TO THE TRANSMIT RESULT SCREEN.

VIII. PRINTING OF AUDIT LOG

The CCS operator shall x xx;

IX. BACK-UP

After all the results have been successfully transmitted, the CCS Operator shall x xx;

X. **SHUTTING DOWN THE CCS.** After printing all the reports, the following shall be undertaken x xx;

XI. **POST PRINT ACTIVITIES.** Immediately after printing copies of the COCs and SOVs, the Board shall x xx;

Sec. 2. Section 4 is hereby amended to read as follows:

"Sec. 4. WHEN EXPRESSLY AUTHORIZED IN WRITING BY THE COMMISSION OR APPROPRIATE AUTHORITY, the Chairman of the Board or his representative may be allowed to personally submit the following:

- a. First copy of the COC, together with SOV, back-up CD, and copies of the election returns to the Congress sitting in joint session as the National Board of Canvasser for President and Vice-President;

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- b. Second copy of the COC, together with the SOV, back-up CD, and election returns, to the Commission *En Banc* sitting as the National Board of Canvassers for Senators and Party-list;
- c. Third copy of the COC, together with the SOV, back-up CD, main and back-up memory cards, and election returns, to the OFOV, which shall in turn submit the same to the ERSD.
- d. Copies of the Election Returns and Main and Back-up SD cards intended for the Commission, Minutes of the canvassing of the Board, to the OFOV which shall in turn submit the copy to the Law Department and ERSD.

IN THE ABSENCE OF SUCH WRITTEN AUTHORITY, THE SBOC SHALL SUBMIT ALL CANVASSING DOCUMENTS TO THE SBRCG WHICH, IN TURN, SHALL TRANSMIT THE ABOVEMENTIONED DOCUMENTS VIA SPECIAL DIPLOMATIC POUCH TO THE OFFICE FOR OVERSEAS VOTING, COMMISSION ON ELECTIONS, 7TH FLOOR, PALACIO DEL GOBERNADOR BLDG., INTRAMUROS, MANILA, WITHIN SEVEN (7) DAYS FROM COMPLETION OF CANVASS."

Sec. 3. Dissemination. - The Education and Information Department shall cause the publication of this Resolution and furnish copy to the Department of Foreign Affairs, Department of Labor and Employment, Department of Transportation and Communication, Philippine Postal Corporation, Philippine Overseas Employment Administration, Overseas Worker's Welfare Administration, Commission on Overseas Filipinos, the Foreign Service Institute, the Social Security System and other government agencies concerned with the welfare of Filipinos overseas .

Sec. 4. Effectivity. - These General Instructions shall take effect immediately after publication in two (2) newspapers of general circulation in the Philippines.

SO ORDERED.



J. ANDRES D. BAUTISTA
Chairman



CHRISTIAN ROBERT S. LIM
Commissioner



LUE TITO F. GUIA
Commissioner



MA. ROWENA AMELIA V. GUANZON
Commissioner



AL A. PARRENO
Commissioner



ARTHUR D. LIM
Commissioner



SHERIFF M. ABAS
Commissioner