



**ALPHA PHI OMEGA
INTERNATIONAL (PHILIPPINES)
INCORPORATED**



CODE OF BY-LAWS

PREAMBLE

WE, the members of the Alpha Phi Omega International (Philippines), Incorporated, in the exercise of our supreme authority and imploring the aid of the Supreme Being, in order to secure for ourselves the blessings that come from the Scout Oath and Law, to develop leadership, to promote friendship, and to deliver a program of service to our fellowmen, do hereby ordain, promulgate and establish the Code of By-Laws.

Article I

NAME, PURPOSE AND DOMICILE

Section 1. Name. – This organization shall be known as the Alpha Phi Omega International (Philippines), Incorporated.

Section 2. Nature and Purpose. – The Alpha Phi Omega International (Philippines), Incorporated shall be a voluntary, non-profit and non-stock fraternal organization formed for the mutual benefit of the members and for the purpose of developing leadership, promoting friendship and rendering service to the university/college and faculty, to the community, and the Nation as fully participating citizens as guided by the principles of the Scouting movement.

Section 3. Domicile. – The principal office of the organization, to be referred to as the National Office, shall be in the National Capital Administrative Region as its territory is herein or may hereafter be defined.

Article II

MEMBERSHIP

Section 1. Open Membership. – Membership in this organization shall be open to all qualified men and women who, regardless of race, color, creed or political beliefs, subscribe to and uphold the cardinal principles of leadership, friendship and service as well as the tenets of the scouting movement.

Section 2. Membership Categories and Qualifications. –

(a) Collegiate. A collegiate member is one who has satisfactorily fulfilled the membership requirements and is currently enrolled in any college where a collegiate chapter exists and registered as such with the Board of Directors; Provided, however, that a collegiate member who leaves the college without graduating therefrom may maintain his status as such only upon re-enrollment in any college where a local collegiate chapter exists. A collegiate member who transfers to another college shall be deemed a member of the local collegiate chapter existing and operating in the said educational institution as affiliate collegiate member, unless the said member expresses in writing his intention to remain a member of the chapter through which he was admitted into the organization. Members who are enrolled in post-graduate courses shall be collegiate members, unless they express in writing their intention to be considered as alumni members. To be eligible, the applicant must:

[1] Be of good moral character and must not have been convicted of any crime involving moral turpitude;

[2] Be enrolled in an educational institution where a duly chartered chapter exists. For purposes of this Code of By-Laws, the terms "educational institution" or "college" shall refer to institutions of higher learning, including universities and trade schools where the preliminary requirement for admission is graduation from high school or secondary education;

[3] Be, or has been, involved in the Scouting movement, or otherwise affirm in his application for membership the commitment to the scouting ideals; and,

[4] Have satisfactorily undergone pledgeship, as defined hereunder. No applicant shall be eligible for membership unless he has first been previously registered in the records of the Commission on Membership as a pledge and has duly paid the dues and assessments incident thereto.

(b) Pledge.

[1] Pledgeship is the process whereby an applicant for membership undergoes a period of orientation, training and education in the ideals, principles, purposes and policies of the organization, and confirmation conducted in accordance with its official rituals. The extent and duration of the pledgeship period shall be determined by the chapter: Provided, however, that such policy shall not be in conflict with the Articles of Incorporation, the Code of By-Laws and other duly adopted policies, rules and regulations of transnational and local application as well as all laws, rules and regulations promulgated by duly constituted authorities pertinent thereto.

[2] Pledge membership is conferred upon enrolled students of an institution of higher learning where a chartered or petitioning collegiate chapter exists.

[3] All pledge applications must be submitted to the Regional Director having jurisdiction over the chapter and the elevation of such members to either collegiate or provisional membership shall be approved by the Regional Director upon the recommendation of the chapter where membership is applied for.

(c) Alumni. Alumni members are former collegiate members who have since completed their basic college courses, or, if not, whose original class has already graduated. Members pursuing post-graduate education may opt for a collegiate member status, in which case, they shall remain in the immediately preceding category during the period of their enrollment. Alumni of collegiate chapters shall be automatically members of the chapter's alumni association. Alumni members shall also be eligible for membership in registered community, sectoral, professional, and institutional or any other alumni associations: Provided, however, that they meet the qualifications prescribed by the organizational unit concerned.

(d) Life. Life membership is conferred upon any member who, in the collective opinion of the General Assembly, upon the recommendation of the Board of Directors and in accordance with the criteria as the latter may hereafter set forth, had exemplified the cardinal principles of leadership, friendship and service.

(e) Honorary. An honorary member is a natural person, not heretofore a member but who had exemplified the cardinal principles of leadership, friendship and service, and has been conferred that status by the General Assembly, upon the recommendation of the Board of Directors, after investigation and endorsement by the Regional Directorate on the advice of either a collegiate chapter or alumni association. No honorary membership shall be conferred unless the matter thereof has been specifically included in the agenda of the General Assembly, the qualifications of the conferee shall have been duly deliberated upon, and that he has received basic orientation in accordance with the rules of the organization.

(f) Associate.

[1] The following persons, not otherwise falling under any of the above classifications of membership, who subscribe to the cardinal principles of leadership, friendship and service, upon endorsement by a basic organizational unit after undergoing orientation, may be conferred Associate Membership by the Board of Directors under such guidelines as may be established by the General Assembly:

[aa] A person who is a member of any national organization of Alpha Phi Omega in foreign countries;

[bb] A person who has actively and consistently cooperated and participated in the activities of the Alpha Phi Omega;

[cc] The spouse of a member in good standing who had participated and cooperated in the activities and projects of any organizational unit ;

[dd] The children of parents, both of whom are members in good standing.

[2] An associate member may convert his membership to collegiate under the guidelines as may be prescribed by the General Assembly, as formulated by the Commission on Membership and approved by the Board of Directors.

[3] Any person who has failed to complete his pledgeship without justifiable cause or has been expelled shall not be eligible for associate membership.

(g) Provisional. Provisional Membership shall be conferred upon enrolled students of any college in which a Petitioning Group is being organized. The classification of such membership shall cease upon approval of the charter of the chapter or, in the event that such charter is not granted, the organizing chapter shall extend regular membership to the provisional member: Provided, however, that the said provisional member prior to conferment shall not have committed any act in violation of the Code of By-Laws and the rules of the organization; and, Provided, finally, that in the event that there are two or more organizing chapters willing to extend regular membership, the provisional member shall have the option as to which chapter he shall become a member.

Section 3. Status. –

(a) Membership in Good Standing. A member in good standing shall refer to a member falling under any membership category who has paid the membership dues and other assessments, actively participated in the activities of the organizational unit of affiliation, and has not been suspended by the Council of Arbitrators or declared delinquent by the Regional Director in a particular year.

(b) Delinquent Membership. Delinquent membership shall refer to a member, regardless of membership classification, who has not paid his membership dues and other assessments for five (5) years and/or who has otherwise been suspended by the Adjudicatory Council or had been declared as such by the Regional Director.

Section 4. Rights. – Members shall have the following rights and privileges:

(a) By Category

[1] Collegiate Members shall be entitled to attend or participate in the affairs and activities of the organization at all levels, to attend and participate in the proceedings of the General Assembly, to vote and be voted on, and to all the rights and privileges which are conferred by

the Code of By-Laws and to all other rights and privileges as may be presently or hereafter be available to members;

[2] Provisional Members shall be entitled to all the rights and privileges of collegiate members except the right to vote and be voted on;

[3] Alumni members are entitled to the same rights and privileges as collegiate members;

[4] Life members shall, in addition to enjoyment of the rights and privileges of full membership, be exempt from the payment of membership dues;

[5] Honorary and associate members are entitled to the same rights and privileges as the first three (3) categories of membership and to all other rights and privileges as may hereafter be granted to members of such status: Provided, however, that they shall not be qualified to become regular or official delegates of the General Assembly and the Regional Conference nor be eligible for any elective or appointive office, except in an advisory capacity; and,

[6] Pledge members are entitled to the protection of the provisions of the Code of By-Laws and other rules and regulations pertinent to their training and preparation for membership.

(b) By Status –

[1] Members in good standing shall be entitled to the rights and privileges incident to their membership category;

[2] Delinquent members shall have no rights and privileges.

(c) A member who has lost his active status may regain the same only upon compliance with the requirements as provided in the Code of By-Laws or by direct action of the General Assembly.

Section 5. Duties and Responsibilities. – It shall be the duty and responsibility of every member to uphold the ideals, purposes and principles of the organization; to participate actively in its local, regional, national and international activities; to pay all dues, except life members, assessments and fees authorized by the Code of By-Laws or by the General Assembly; to comply with and obey the

directives, rules and regulations of the organization; to promote and protect the name and image thereof; and to maintain loyalty thereto.

Section 6. Grounds for Termination of Membership. – Membership may be terminated on the following grounds:

- (a) Resignation;
- (b) Renunciation;
- (c) Gross misconduct, gross dishonesty or serious violation of the Code of By-Laws, or other rules and regulations of the organization;
- (d) Commission of an act involving moral turpitude or other grave offenses committed against the organization or another member which renders the member unworthy of continued membership;
- (e) Abetting, encouraging and inciting another member or third party to commit a grave offense against the organization or any member thereof;
- (f) Sexual harassment and discrimination as defined by existing laws; and,
- (g) Engaging in or committing acts inimical to the interest of the organization, or contrary to its ideals, purposes and principles.

Section 7. Grounds for Suspension of Membership. – Membership may be suspended on the following grounds:

- (a) Failure to participate in the affairs and activities of the organization, or any local organizational unit, for a period of five (5) consecutive years;
- (b) Non-payments of dues, fees and other assessments for a period of five (5) consecutive years;
- (c) All other acts involving the commission of the offenses in the next immediately preceding Section committed through negligence or lack of intent to commit so grave a wrong.

Section 8. Procedure for Termination and/or Suspension of Membership. –

(a) The procedure for the suspension and revocation of membership shall be in accordance with such rules as may be promulgated by the Supreme Adjudicatory Council to insure the protection of the rights of the member to due process.

(b) The member charged may be placed under preventive suspension by the Adjudicatory Councils for a period not to exceed ninety (90) days in cases where the continued exercise by the member of his rights and privileges constitute a clear and present danger to the honor and integrity of the organization or when the integrity of the evidence would be prejudiced thereby.

Section 9. Reinstatement of Membership. –

(a) Suspension. A suspended member shall be considered as having ipso facto reacquired membership upon the expiration of the period of his suspension: Provided, however, that in case of suspension for non-payment of dues, fees and other assessments, membership shall only be reinstated upon the full payment thereof; and, Provided, finally, that the suspended member shall be reinstated only upon full compliance with the requirements of the rule or regulation which was the cause of the suspension with reparations for the damage done, if applicable.

(b) Termination. An expelled member may, after reparations have been made, if applicable, reacquire his former status by filing a petition for that purpose with the Board of Directors after one (1) year from the imposition by the Supreme Adjudicatory Council of the penalty. Upon receipt of the petition, the Board of Directors shall forward the same to the Regional Adjudicatory Council, which imposed the sanction in the first instance and shall follow the procedure as may be promulgated by the Supreme Adjudicatory Council. The judgment of the Regional Adjudicatory Council shall be automatically elevated for review by the Supreme Adjudicatory Council and the concurrence of at least two-thirds (2/3) of the members thereof shall be required for reinstatement.

Article III

GENERAL ASSEMBLY

Section 1. Nature. – The General Assembly shall be the policy-making authority and, when not in session, such power shall be discharged the Board of Directors.

Section 2. Composition. – The General Assembly shall be composed of:

(a) Official delegates who are members in good standing, having been duly authorized by any organizational unit in good standing to be its representatives in all the functions of the General Assembly, and duly registered as such in the records of the Board of Directors upon compliance with all requirements, which the Chair of the Board of Directors shall cause to be published at least six (6) months prior to the General Assembly sessions. Each organizational unit shall be entitled to four (4) official delegates: Provided, however, that, in case the chapter or association, consisting of fraternity and sorority components, fails to participate in at least two (2) successive regular sessions of the General Assembly, the said chapter or association shall be entitled to only four (4) official delegates.

(b) Regular delegates are members in good standing duly authorized by their organizational units to participate in all activities of the General Assembly, except to be a member of the Electoral College and to approve amendments to the Code of By Laws.

(c) Life members and the incumbent officers, although required to register, need not be accredited by any organizational unit to participate in all deliberations and activities of the General Assembly and the Electoral College.

Section 3. Functions. – The General Assembly shall have three (3) primary functions:

(a) Legislative. The General Assembly shall be responsible for the determination of policy and the institution of programs, and, in the exercise thereof, it shall constitute itself into the Collegiate Convention, composed of members in good standing of chapters in good standing, and the Alumni Convention, consisting of all members in good standing of alumni associations in good standing, holding sessions separately with their own Chairs and such other officers as may be necessary in the conduct of its business;

(b) Constituent. Whenever so required, the General Assembly may, as part of its policy-making functions, conduct joint sessions for purposes of amending the Code of By-Laws or initiating the amendment thereof through the creation of a Constitutional Commission or the calling for a Constitutional Convention.

(c) Electoral. After the legislative sessions of both Conventions of the General Assembly are completed, the official delegates of all chapters and associations therein represented shall constitute themselves into an Electoral College which shall be responsible for electing the members of the Board of Directors and the Executive Council for the next two (2) years.

Section 4. Place and Venue of Sessions. –

(a) The sessions of the General Assembly shall be held biennially during the month of May on odd-numbered years. The time and place of its next convening shall be part of the agenda of the incumbent General Assembly and shall be decided thereat unless no decision is reached therein, in which case, the matter shall be referred to the Board of Directors for resolution subject to the provisions of the Code of By-Laws and other guidelines as may be set forth by the General Assembly: Provided, however, that, so far as feasible, the three (3) assembly areas of Luzon, Visayas and Mindanao shall be rotated.

Section 5. Quorum. – The quorum for the transaction of any business shall consist of two-thirds (2/3) of all registered delegates and a majority thereof shall be necessary to decide any question or matter brought for its consideration, except as may be otherwise provided by the Code of By-Laws.

Section 6. Powers of the General Assembly. – The General Assembly shall have the plenary authority to:

(a) Approve all appropriations, whether sourced from revenues, fees and/or assessments, submitted by the Executive Director, as approved by the President, for the operational needs of the organization: Provided, however, that it may not increase the appropriations as specified in the budget; and, Provided, further, that no provision or enactment shall be embraced in the budget unless it relates specifically to some particular appropriation therein and shall be limited in its operation to the appropriation to which it relates; and, Provided, finally, that the supplementary budget for programs adopted during its sessions shall be formulated by the Board of Directors within

a period of three (3) months after its adjournment and submitted and acted upon by the Board of Directors within a period of two (2) months from its submission, unless the appropriations for the implementation of the program has been specifically fixed by the General Assembly while in session;

(b) Fix the annual dues and special assessments and other fees of the members, the collegiate chapters and alumni associations, and the charter fees of petitioning groups. These fees and assessments shall be uniform and equitable and duly made known to all the members, chapters and associations by the publication thereof in a quarterly newsletter of general circulation.

(c) Revise, amend and repeal the Code of By-Laws in accordance with the procedure as hereinbelow set forth.

(d) Confirm in any special session the decision of the Supreme Adjudicatory Council for the impeachment and removal of any elective officer: Provided, however, that in the event that the General Assembly fails to act thereon prior to adjournment, the matter shall be forwarded to the Board of Directors for appropriate action.

(e) Elect the members of the Board of Directors and the Executive Council.

(f) Approve the site of the next session of the General Assembly in accordance with the criteria it may deem proper and appropriate to establish: Provided, however, that in the event that there are no bidders or none of the bidders have duly qualified, the determination of the venue of its next session shall be referred to the Board of Directors which shall make its determination not later than six (6) months after the matter has been endorsed to it; and, Provided, finally, that in the event that the Board of Directors fails to determine the venue of the next General Assembly for any reason, the venue of the immediately preceding session of the General Assembly shall be deemed the venue of the next, with the Board of Directors as the host.

(g) Transact such other business as may properly come before it: Provided, that such business does not encroach on the jurisdiction of the other institutions created hereunder.

Section 7. Order of business. – The order of legislative business of the General Assembly shall be as follows:

(a) Preliminary Session.

[1] Roll call of all chapters and associations represented;

[2] Reading and approval of the Minutes of the previous General Assembly;

[3] Report of the Chair on the action taken by the Board of Directors on the policies and programs instituted by the previous General Assembly, the programs and policies instituted by the Board of Directors while the General Assembly was not in session, and the matters taken up by the Reference Committees and their recommendations on specific courses of action for the deliberation and approval of both or the individual Conventions;

[4] Report of the President on the implementation of the programs and policies set by the General Assembly and the Board of Directors, the state of the organization and the submission of the budget.

(b) Separate Session.

[1] Election of the Chairs and other officers of the Conventions;

[2] Deliberations and amendments on the Budget submitted by the President;

[3] Deliberations on, and approval of, the recommendations of the Reference Committees on matters referred to each Convention of the General Assembly;

[4] Adjournment.

(c) Joint Session.

[1] Approval of the budget for the next two (2) years;

[2] Report of the Conference Committee on matters separately taken up by both Conventions of the General Assembly;

[3] Approval of all programs and policies reported out by both Conventions of the General Assembly;

[4] Approval of the venue and date of the next General Assembly;

[5] Adjournment.

Section 8. Conference Committee. – The Conference Committee, headed by the Chair of the Board of Directors, entitled to vote only in case of a tie, and composed of five (5) representatives each from the Alumni and Collegiate Conventions, shall be responsible for harmonizing and integrating into Joint Resolutions all similar subject matters taken up separately by the Conventions.

Section 9. Reference Committee. – The Chair of the Board of Directors shall, in preparing the agenda for the General Assembly, have full authority to create as many reference committees as there are matters to be brought to the attention of the General Assembly. A Chair and one representative each from the Administrative Regions shall head each Reference Committee, all of whom shall be appointed by the Chair of the Board of Directors. All issuances of the Reference Committees shall be in Resolution form, with the corresponding explanations, if necessary, to be submitted to the Chair of the Board of Directors for inclusion in the kit to be given each delegate prior to the convening of the General Assembly.

Article IV

BOARD OF DIRECTORS

Section 1. Nature. – The Board of Directors shall be the policy-making authority when the General Assembly is not in session.

Section 2. Composition. – The Board of Directors shall be composed of:

(a) Voting Members.

[1] The members of the Board of Directors voted at large by the Electoral College, from among whom shall be elected the Chair and Vice-Chair: Provided, however, that, to insure proper representation, the official delegates belonging to the fraternity and sorority chapters, and the alumni associations shall each be entitled to elect one from among them;

[2] One (1) representative each from the Administrative Regions elected during their respective Regional Conferences held prior to the General Assembly; and,

[3] The President directly elected by the Electoral College.

(c) Non-voting members. The Immediate Past President and the Executive Director.

Section 3. Powers and duties. – The Board of Directors shall have the following powers and duties:

(a) To enforce the Articles of Incorporation, Code of By-Laws, Directives, Rules and Regulations of the organization;

(b) To implement the programs and policies of the General Assembly and, when not in session, formulate such other programs and policies not inconsistent therewith;

(c) To administer and control the funds and properties of the organization in accordance with the programs, policies and guidelines as may be set forth by the General Assembly;

(d) To formulate the Standard Code of By-Laws for the basic organizational units;

(e) To define the functions and jurisdictions of all instrumentalities and committees under its jurisdiction;

(f) To approve any special appropriations, requested by the President or any other agency or instrumentality of the organization, specifying the purpose for which it is intended and shall be supported by funds actually available as certified by the Executive Director, or to be raised by a corresponding revenue proposal incorporated therein;

(g) To approve the transfer of appropriations duly permitted by the General Assembly;

(h) To coordinate with the Executive Council to insure that the policies and programs as established by the General Assembly are duly complied with and/or performed within the period and in the manner as stated therein and to do any such act as may be proper and appropriate thereto;

(i) To appoint the Chair and members of the Reference Committees which shall be composed of at least one (1) representative from each of the Administrative Regions for each Reference Committee as may be necessary;

(j) To formulate the agenda of the General Assembly, after obtaining the reports of all Reference Committees, and cause the publication thereof, in such manner as it may deem fit and proper to insure the widest dissemination thereof to all members, at least two (2) months prior to the convening of the General Assembly: Provided, however, that if no such agenda is fixed, the agenda of the previous session shall be considered as reproduced;

(k) To confirm the venue of the General Assembly and, for such purpose, shall have full power and authority to obtain the assistance of any agency or instrumentality of the organization in the preparations therefor to insure that all guidelines and criteria established by the General Assembly have been fully complied with;

(l) To confirm the appointment of any elective officer for purposes of filling up any vacancy after the rules of succession as stated in the Code of By-Laws have been applied;

(m) To exercise all such inherent and residual powers not contrary to law, the provisions of the Code of By-Laws and the directives of the General Assembly to effectively carry out the affairs of the organization and to serve its best interest and that of its members.

Section 4. Meetings. –

(a) The Board of Directors shall meet at least four (4) times a year at such time and place as it may prescribe. Special meetings may be called by the Chair or upon the request of at least three (3) members. Notices of special meetings of the Board of Directors shall be given at least three (3) days prior to the date fixed for the meeting. The inability of any member of the Board to be present shall be immediately communicated to the Executive Director by any available means and, thereafter, by registered mail confirming the cause for such absence. Failure of any member to be present for at least three (3) meetings of the Board without the appropriate notification shall be

cause for the removal of the habitual absentee, who shall forthwith be replaced in accordance with the provisions of the Code of By-Laws.

(b) In the case of the Administrative Regions located outside the territorial boundaries of the Philippines, the designated representative shall appoint a Permanent Representative to the Board of Directors who shall have full power and authority to bind and decide for the Administrative Region represented unless the designated representative is personally present.

Section 5. Quorum. – A majority of all the members of the Board of Directors shall constitute a quorum to do business, but a smaller number may adjourn from time to time and compel the attendance of absent members in such manner and under such penalties as the Board may prescribe.

Section 6. Vacancies. – Vacancies in the Board of Directors occasioned by death, resignation, incapacity, removal, forfeiture or abandonment of office shall be filled by a majority vote of its Members, if still constituting a quorum: Provided, however, that in case the position declared vacant is that of the Chair, the Vice-Chair shall automatically assume the position and the representative for the alumni shall be assume the position of Vice-Chair; Provided, further, that the appointee shall come from the sector whose representative to the Board was declared vacant; and, Provided, finally, that the Director so appointed shall hold office only for the unexpired term of his predecessor, and until his successor shall have been duly elected and qualified.

Article V

ADJUDICATORY COUNCIL

Section 1. Nature. – The authority to redress grievances shall be vested in the Supreme Adjudicatory Council and as many Regional Adjudicatory Councils as there are Administrative Regions.

Section 2. Supreme Adjudicatory Council. –

(a) The Supreme Adjudicatory Council shall be composed of one (1) Adjudicator-General, who shall be a member of the Philippine Bar, and as many Associate Adjudicators-Generals as there are Administrative Regions, all of whom shall hold office during good behavior unless otherwise incapacitated, removed or resigned from office.

(b) The members of the Supreme Adjudicatory Council shall be appointed by the President, and confirmed by the Board of Directors: Provided, however, that if the appointment is made during the period when the General Assembly is in adjournment, the appointee shall exercise his powers and authority as hereinbelow set forth in an acting capacity until confirmation by the Board of Directors; and, Provided, finally, that in case of the failure of the Board of Directors to confirm the appointment during its regular sessions, the appointee shall exercise his functions in an acting capacity unless such appointment is withdrawn by the President.

(c) The Adjudicator-General shall be the Chief Legal Counsel in all cases filed by or against the organization, and, for that purpose, shall have the authority to deputize any of the Associate Adjudicators-Generals or any member of the Bar, to act for and in his name in any court or administrative agency exercising judicial or quasi-judicial powers.

Section 3. Jurisdiction of the Supreme Adjudicatory Council. – The Supreme Adjudicatory Council shall have the following powers:

(a) Exercise primary and original jurisdiction in all disputes and controversies involving actual rights which are demandable and enforceable, including –

[1] The interpretation of the provisions of the Code of By-Laws, and the allocation of powers as therein set forth;

[2] The validity of any contract entered into by the Executive Council, and/or any policy, rule or regulation of, the Board of Directors and/or the General Assembly;

[3] Controversies between two or more Regions, and between members of different Regions affecting their membership; and,

[4] The validity of the election or appointment and removal of any Executive Officer.

(b) Review, revise, reverse, modify, or affirm on appeal the judgments and orders of the Regional Adjudicatory Councils.

(c) Promulgate rules of procedure, including compulsory processes to compel compliance with its processes, which shall provide for a simplified and inexpensive procedure for the speedy disposition of cases, and shall be uniform for all Adjudicatory Councils and shall not diminish, increase or modify the substantive rights of the members.

(d) Appoint such personnel and staff as will insure the speedy and inexpensive resolution of all cases brought for adjudication.

Section 4. Regional Adjudicatory Council. –

(a) The Regional Adjudicatory Council shall be composed of a Regional Adjudicator and as many Associate Regional Adjudicators as there are Sections in the Administrative Region, all of whom shall hold office during good behavior unless otherwise incapacitated, removed or resigned from office.

(b) The members of the Regional Adjudicatory Council shall be appointed by the President, upon the recommendation of the Regional Director, and confirmed by the Board of Directors: Provided, that if the appointment is made during the period when the Board of Directors is in adjournment, the appointee shall exercise his powers and authority as hereinbelow set forth in an acting capacity until confirmation thereof; and, Provided, finally, that in case of the failure of the Board of Directors to confirm the appointment during its regular or special session, the appointee shall exercise his functions in an acting capacity unless such appointment is withdrawn by the President.

Section 5. Original Jurisdiction of the Regional Adjudicatory Council. – The Regional Adjudicatory Council shall have original jurisdiction over disputes and controversies involving:

(a) The interpretation of the provisions of the Code of By-Laws, and the allocation of powers as therein set forth insofar as these refer to the Administrative Region;

(b) The validity of any contract entered into by the Regional Directorate, and/or any policy, rule or regulation of the Regional Conference;

(c) Two or more Sections, and between members of different and the same Sections affecting their membership;

(d) The suspension and expulsion of any member, in accordance with its internal rules and for causes as hereinabove set forth, provided that in cases of revocation of membership, the judgment of the Regional Adjudicatory Council shall be automatically appealed to the Supreme Adjudicatory Council whose judgment of expulsion shall be final only upon confirmation by the General Assembly; and,

(e) The validity of the election or appointment and removal of any Regional Officer.

Section 6. Finality of Judgments. – The decisions of the Adjudicatory Councils shall be final and executory unless a motion for reconsideration shall have been duly filed within a period of fifteen (15) days from notice thereof by the party affected. The Resolutions of the Regional Adjudicatory Council on any motion for reconsideration shall be final after fifteen (15) days from notice thereof, unless appealed to the Supreme Adjudicatory Council within the same period. No second or subsequent motions for reconsideration shall be entertained unless for clearly meritorious grounds.

Article VI

ADMINISTRATIVE REGIONS

Section 1. Nature. –

(a) An Administrative Region is a unified geographical area established for purposes of administration and local autonomy. Each Administrative Region shall consist of Sections.

(b) The Commission on Membership shall conduct a census of all organizational units and the demographics of the membership every six (6) years commencing in 2005 and completed at least one (1) year before the convening of the General Assembly for the purpose of dissemination to the chapters and associations. Upon completion, the Commission shall submit the Administrative Regional Boundaries Census to the Board of Directors, which shall, in turn, include the same in the agenda of the General Assembly. The recommendations of the Commission as contained in the Census shall contain as far as practical an equivalent number of chapters and/or associations and members as reasonable geographic alignment of Sections allow. Chapters and/or associations which may be affected by a change in any redefinition of Regional and/or Sectional boundaries shall be

notified in writing at least six (6) months prior to the convening of the General Assembly.

Section 2. Powers and Duties of the Administrative Region. – The Administrative Regions shall have the following powers and functions:

(a) To create, through the Regional Directorate, its own administrative organization not otherwise provided under the Code of By-Laws;

(b) To create, through the Regional Conference, its own sources of revenues and to levy fees and assessments subject to such limitations as may be provided by the Code of By-Laws and any policy duly promulgated by the General Assembly and/or by the Board of Directors;

(c) To establish, through the Regional Conference, policies and programs of local application;

(d) To coordinate and implement, through the Regional Directorate, programs and projects of general and local application;

(e) To do and perform such other duties and functions as may be lawfully delegated to it by the General Assembly and/or by the Board of Directors.

Section 3. Regional Directorate. –

(a) The executive authority of the Administrative Region shall be vested on the Regional Directorate composed of the Regional Director, the Deputy Regional Director and the Section Chairs: Provided, however, that in Administrative Regions where there are Collegiate and Alumni Regional Directors, the latter shall act as the Chief Executive Officer thereof.

(b) The Regional Director shall be directly elected by the representatives of all chapters or alumni associations in good standing within the territorial boundaries of the Administrative Region during the Regional Conference: Provided, however, that in the Administrative Regions in the Philippines, there shall be elected two (2) Regional Directors, one each for the collegiate and alumni, serving concurrently, and as co-chair of the Regional Directorate.

(c) The Regional Directorate shall have such powers as are necessary to implement the policies and programs of the General Assembly, the Board of Directors and the Regional Conference. It shall likewise be responsible for coordinating the activities of all Sections within its jurisdiction and, for this purpose, shall facilitate communications between and among the Sections.

Section 4. Regional Conference. –

(a) The authority to formulate policies for the Administrative Region shall be vested in the Regional Conference consisting of all members in good standing of chapters and/or associations in good standing within the geographical boundaries thereof.

(b) The Regional Conference shall meet at least once every two (2) years, but not later than six (6) months prior to the convening of the General Assembly.

(c) As the policy arm of the Administrative Region, it shall perform such duties and functions and exercise powers and authority consistent with the general powers and authority vested on the General Assembly and not otherwise inconsistent with the provisions of the Code of By-Laws.

Section 5. Sections. –

(a) Sections are unified geographical areas within an Administrative Region created to facilitate administration, coordination of activities and projects, conferences, trainings, formation of new chapters or associations and similar functions.

(b) There shall be as many Sections as the General Assembly shall determine: Provided, however, that no Section shall be created, divided, merged, abolished, or its boundary substantially altered except upon the majority vote of all members in good standing cast in a plebiscite in the Section or Sections affected.

(c) The Section shall be headed by a Chair who shall likewise be directly elected by the official delegates of chapters and associations in good standing: Provided, however, that the Administrative Regions in the Philippines shall have two (2) Section Chairs, one for the alumni and another for the collegiate chapters and members, serving as co-Chairs of the Section.

Article VII

CONSTITUTIONAL COMMISSIONS

A. COMMON PROVISIONS

Section 1. Creation. – There shall be created the Commissions on Membership, Elections, Ways and Means, Audit, Scouting, International Relations and the Council of Elders.

Section 2. Autonomy. – All Commissions shall enjoy fiscal autonomy and their approved biennial appropriations shall be automatically and regularly released. All Commissions shall have the authority to promulgate their own rules of procedure as they may deem appropriate in the performance of their mandate.

Section 3. General Composition and Terms of Office. – Each Commission shall be composed of one (1) Chair and six (6) members, all of whom must be members in good standing, appointed by the President, and confirmed by the Board of Directors, to serve for a term of seven (7) years unless otherwise resigned, removed from office or incapacitated. Of those first appointed, the Chair and two (2) Commissioners shall hold office for seven (7) years, two (2) Commissioners for five (5) years and the remaining Commissioners for three years. Appointment to any vacancy shall be only for the unexpired portion of the term of the predecessor.

Section 4. Rule-Making Authority. – Each Commission shall have the exclusive power and authority to promulgate such rules and regulations as it may deem fit and appropriate to properly discharge its duties and functions. Upon formulation of the general rules of procedure of each Commission, the same shall be submitted to the Board of Directors for approval, which shall cause the same to be published in at least three (3) issues of any publication of general circulation, the electronic mail and the website. The approved Rules of Procedure shall be valid and binding within a period of fifteen (15) days from the date of its last publication in the newsletter of general circulation.

Section 5. Incidental Powers. – All commissions shall have such incidental, residual and inherent power and authority to do and perform such other duties and functions as may be necessary and proper to fulfill their mandates.

B. THE COMMISSION ON MEMBERSHIP

Section 6. Nature. – The Commission on Membership shall be responsible for the formulation and implementation of all programs and policies pertaining to the general membership and the expansion thereof.

Section 7. Duties and Functions. – The Commission on Membership shall perform the following duties and functions:

(a) To promote and encourage programs and activities that serves and supports the Chapters and Associations;

(b) To promote and encourage programs and activities for the enhancement of membership recruitment, retention and reporting;

(c) To promote and encourage the reactivation of inactive chapters and associations and/or the formation of new collegiate chapters and alumni associations;

(d) To act as the custodian of the directory of all members and protector of the confidential data contained therein, and, for this purpose, to formulate and devise ways and means to insure adequate and current reporting thereon;

(e) To conduct the preliminary investigation of all complaints relating to the suspension and/or revocation of membership, and, for such purpose, to formulate, institute, public and establish a Code of Conduct, effective upon approval by the Board of Directors, which shall be compulsory on all members and, thereafter, to conduct the periodic review thereof to insure its continued pertinency; and,

(f) To conduct a census every six (6) years on the demographics of the membership and distribution of chapters and associations for the purpose of realignment and reassignment of chapters and associations in administrative regions or sections.

C. COMMISSION ON ELECTIONS

Section 8. Additional Qualifications of Members. – The Chair should be a member of the Philippine Bar and no member shall be eligible to run for any elective office for at least one (1) year prior to his resignation or completion of the term of office.

Section 9. Powers and Duties. – The Commission on Elections shall have the following powers and duties:

(a) To exercise general supervision and control over all elections and/or electoral exercises conducted by the Electoral College and the Administrative Regions;

(b) To pass upon the qualifications of candidates and members of the Electoral College or of the Administrative Region, the official listing of which shall be announced and published before the election;

(c) To decide, after due notice and hearing conducted on the basis of written protest, any complaint to disqualify any candidate or voter who violates the rules and regulations of the Commission. The decision in such cases shall be promulgated within seventy-two (72) hours from the termination of the hearing period; and,

(d) To promulgate rules and regulations to govern the conduct of the elections or any other electoral exercise.

Section 10. Decision. – The decision of a majority of all the members of the Commission on all electoral matters may be brought for review to the Supreme Adjudicatory Council. However, an appeal to the Supreme Adjudicatory Council shall not prevent the decision of the Commission from becoming immediately executory.

Section 11. Report. – The Commission shall submit to the Board of Directors at the latter's regular meeting immediately following any electoral exercise a report on the manner by which such election was conducted, as well as the results thereof.

Section 12. Regional Commission on Elections. – There shall be created a Regional Commission on Elections in each of the Administrative Regions, consisting of three (3) members appointed by the Chair of the Commission, which shall have the delegated authority to perform the functions of the Commission in the Administrative Region to which it has been assigned: Provided, however, that the decisions of the Regional Commissions in any electoral case may be appealed to the Commission for appropriate disposition in accordance with its rules of procedure.

D. THE COMMISSION ON WAYS AND MEANS

Section 13. Nature. – There shall be created a Commission on Ways and Means charged with the duty of recommending measures to the Board of Directors for adequately financing the organization, its programs and policies.

Section 14. Powers and duties. – The Commission on Ways and Means shall do and perform the following specific duties and powers:

- (a) To devise ways and means to develop sources of funds needed for the programs and projects of the organization, and to oversee and coordinate fund-raising programs and activities; and,
- (b) To prepare, propose and submit to the President, after consultations with the other officers and constitutional bodies and commissions, the budget of the organization for the next two (2) years.

E. COMMISSION ON AUDIT

Section 15. Additional Qualification of Members. – The Chair and a majority of the members must be certified public accountants.

Section 16. Powers and duties. – The Commission on Audit shall perform the following duties and functions, and exercise the following powers and authority:

- (a) To examine, audit, and settle all accounts pertaining to the revenue and receipts of, and the expenditures or uses of funds and property, owned or held in trust by, or pertaining to, the organization, or any of its subdivisions, agencies and instrumentalities, and on a post audit basis, the agencies and commissions created under the Code of By-Laws;
- (b) To be the custodian of the general accounts of the organization and preserve the vouchers and other supporting papers pertaining thereto for such periods as may be provided by the General Assembly;
- (c) To define the scope of its audit and examination, establish the techniques and methods required therefor, and promulgate accounting and auditing rules and regulations, including those for the prevention and disallowance of irregular, unnecessary, excessive, extravagant, or unconscionable expenditures, or uses of the organization's funds and properties; and,

(d) To submit to the President and Chair of the Board of Directors an annual report, the second at least thirty (30) days before the convening of the General Assembly, covering the financial condition and operations of the organization, its subdivisions, instrumentalities and agencies subject to its audit, and recommend measures necessary to improve its effectiveness and efficiency. These reports shall be made available for examination and photocopying by any member in the National Office during working hours and duly posted in the official website of the organization.

F. THE COMMISSION ON SCOUTING

Section 17. Policy. – The Alpha Phi Omega International (Philippines), Inc. maintains its commitment to the principles of the Scouting Movement as the source of its ideals and principles.

Section 18. Functions. – The chief and primary function of the Commission shall be to act as the liaison office of the organization with the Scouting Movement, and towards this end, shall do and perform the following duties and functions:

(a) To formulate, institute and implement a continuing program for the purpose of establishing close coordination with and participation in the activities and programs of the Scouting Movement;

(b) To monitor, supervise and coordinate the activities of the Administrative Regions for the purpose of insuring that all service programs and policies of the General Assembly and the Board of Directors, insofar as these pertain to the activities and programs of the Scouting Movement, are fully and efficiently implemented; and,

(c) To coordinate youth-oriented service activities and, for that purpose, to act as the liaison with other organizations having similar objectives and principles, especially those organizations involved in the Scouting Movement.

G. THE COMMISSION ON INTERNATIONAL RELATIONS

Section 19. Policy. – The Alpha Phi Omega International (Philippines), Inc. recognizes the significance of promoting the principles, ideals and purposes of Alpha Phi Omega throughout the world. It therefore adopts as part of the Code of By-Laws, not contrary to existing laws of the Philippines, any agreement or undertaking that may be entered into by the President and the Commission on International Relations with any national organization of Alpha Phi Omega based from without the Philippines.

Section 20. Purpose. – The Commission shall strengthen the existing relationships with other Alpha Phi Omega national organizations and promote the establishment of Alpha Phi Omega on a worldwide scale.

Section 21. Charter. – The Board of Directors shall promulgate a charter for the Commission for its governance and administration.

H. COUNCIL OF ELDERS

Section 22. Composition. – There shall be created a Council of Elders composed of the President Emeritus and the Immediate Past President, who shall automatically serve as Chair and Vice-Chair, respectively, and the other past Presidents and one appointee each of the Regional Directors of known probity and integrity, who shall act as members thereof.

Section 23. Duties and Functions. – The Council of Elders shall be charged with the function of providing the necessary advice and opinions, when specifically so requested by the Board of Directors, on ways and means to fully assist the members thereof in the performance of their duties and functions.

Article VIII

FINANCE

Section 1. Fees and Assessments. – The General Assembly shall have the exclusive and sole authority to establish fees and assessments on collegiate chapters, alumni associations and petitioning groups, members and pledges: Provided, however, that the organizational unit shall have the authority to impose any additional amounts thereon. As

far as practicable, the rates of fees and assessments shall be progressive and uniform. The rates fixed by the General Assembly shall be published in a newsletter of general circulation and in the official Web Site of the organization, and hard copies thereof sent by registered mail to the chapters and associations within a period of ten (10) days from the date of its promulgation.

Section 2. Authorized Fees and Assessments. Manner of Collection. – The Executive Director, or his duly authorized representative, shall have the authority to collect, under such guidelines as may be promulgated by the General Assembly or the Board of Directors, the following fees and assessments:

(a) Application Fees. There shall be a non-refundable application fee to be collected from all applicants for membership by the chapter where the applicant applies for membership, which amount shall be forwarded to the Regional Director concerned within a period of ten (10) days from its collection.

(b) Training Fees. There shall be a Training Fee to be paid by each new member, collected by the chapter and forwarded to the Regional Collegiate Director within a period of ten (10) days from its collection, while those of Associate members shall be paid directly to the Regional Director concerned.

(c) Provisional Membership Fees. There shall be a non-refundable Provisional Membership Fee chargeable from each new member of a petitioning collegiate group which shall be paid directly to the Regional Collegiate Director. Upon approval of its charter, the Provisional Membership fee shall be considered as the Training Fee.

(d) Annual Membership Fees. There shall be an annual membership fee assessed on all members of the organization, except Life members, which shall be paid to the chapter or association concerned, which, in turn, shall forward the same to the Regional Director within a period of ten (10) days from receipt thereof. Honorary and associate members shall pay their annual dues directly to the Regional Director having jurisdiction over their domicile.

(e) Charter Fees. There shall be a collegiate chapter or alumni association charter fee to be paid by the petitioning group at the time the petition is submitted for approval in accordance with the procedure hereinbelow set forth.

(f) Annual Collegiate Chapter Dues. There shall be annual chapter dues which shall be remitted to the Regional Director on or before the 30th day of June of each year.

(g) Annual Alumni Association Dues. There shall be annual alumni association dues to be paid by each alumni association. The fees shall be remitted to the Regional Director on or before the 30th day of June of each year.

(h) General Assembly Fee. There shall be a General Assembly fee, the amount of which shall be determined by the Board of Directors, to finance the sessions of the General Assembly.

Section 3. Disposition of Fees. –

(a) All amounts collected by the Regional Director shall be remitted in full to the Executive Director within a period of thirty (30) days from its collection, either by hand or by depositing the same in the account opened and maintained for that purpose in a reputable banking institution. The Executive Director shall, thereafter, submit monthly reports to the Board of Directors on the amounts remitted by the Regional Directors.

(b) Within thirty (30) days from submission of the monthly report, the Executive Director shall deliver to the Regional Director, by hand or by electronic transfer, the allocation for the Administrative Region in the amount equivalent to fifty percent (50%) of the amounts collected for that particular period.

(c) The funds retained shall be equally divided into three (3) separate accounts:

[1] The General Account, where most of the miscellaneous expenses will be drawn, specifically all administrative expenses;

[2] The Trust Account for operational expenses in accordance with the Appropriations Resolution approved and passed by the General Assembly: Provided, however, that any expenditure not covered by the Appropriations Resolution, and certified as necessary by the Executive Director and the Chair of the Commission on Audit, shall first be approved by the Chair of the Board of Directors before any amounts could be withdrawn therefrom.

[3] The Benevolence Fund from whence financial assistance and donations to natural and juridical persons may be drawn in accordance with the criteria to be formulated by the Board of Directors and approved by the General Assembly.

(d) Donations from natural and juridical persons shall be expended in accordance with the stated purposes of the donor: Provided, however, that when no specific purpose has been stated, the donation shall be equally divided into the three (3) accounts as stated in the immediately preceding subsection.

(e) Only numbered official receipts emanating from the Executive Director shall be issued for all moneys and funds received at all levels of the organization.

Section 4. Fiscal Year. – The fiscal year shall commence on the 1st day of July and end on the 30th day of June of the succeeding year.

Section 5. Bank Deposits. –

(a) The remittances of the Regional Directors of their aforementioned collections shall be deposited, in accordance with the foregoing procedure, by the Executive Director in the name of the Alpha Phi Omega International (Philippines), Incorporated, as such funds may come into his hands in such depository banks as may be designated by the Board of Directors. Withdrawals therefrom may be made only by checks or other written instruments signed and issued by the President with the counter signature of the Executive Director.

(b) Funds and monies collected, contributed or donated for specific projects shall be deposited by the Executive Director in separate bank accounts in trust for the project or undertaking to which the said funds or monies have been specifically allocated. Withdrawals therefrom may be made only by checks or other written instruments signed or issued by the Vice-President in charge and countersigned by the Executive Director.

Article IX

EXECUTIVE COUNCIL

Section 1. Nature. – The Executive Council shall be the implementing agency of the General Assembly and the Board of Directors.

Section 2. Composition of Executive Council. –

(a) The elective members shall be the President, the Executive Vice-President, and the Vice-Presidents for the Alumni, Fraternity and Sorority, and the Regional Directors.

(b) The appointed members, in an advisory capacity, are the Executive Director and the Immediate Past President.

Section 3. General Qualifications of Officers. –

(a) Officers shall be members in good standing for at least one (1) year prior to their election or appointment and should not have been a member of any other constitutional office at least one (1) year before the elections.

(b) No elective officer shall hold at the same time any appointive office except as otherwise provided by the Code of By-Laws or existing rules or regulations.

Section 4. Election. –

(a) The Electoral College of the General Assembly shall elect officers by secret ballot, under the supervision of the Commission on Elections, and each member thereof shall cast one vote for a candidate of each particular elective position to be voted on, except for the Vice-Presidents for the Fraternity, Sorority and Alumni, all of whom shall be elected by the collegiate fraternity, collegiate sorority, and alumni members, respectively, and the Regional Directors and their deputies who are to be elected by the electorate of their respective Administrative Regions prior to the convening of the General Assembly. The candidate for each position having the most number of votes shall be proclaimed as elected for that position by the Commission on Elections immediately after the counting of votes.

(b) All candidates for any elective office shall file with the Commission on Elections at least one (1) month before the convening of the Electoral College their certificates of candidacy specifying therein the positions they are running for and such other information and data which may be required by the Code of By-Laws and the rules promulgated by the Commission on Elections. Thereafter, no candidate shall be allowed to run for a position other than that which has been stated in his certification and the filing of any such subsequent

certification shall be construed as a withdrawal to run for any other position.

(c) The Commission on Elections, upon summary determination of the qualifications of each candidate, shall send to all Regional Directors and Section Chairs copies of the certificates of all candidates, except those for elective positions in the Administrative Region, not later than fifteen (15) days from the date of convening of the Electoral College.

Section 5. Oath and Term of Office. – Elective officers shall perform the functions of their office only after they have taken their oath before the Chair of the Board of Directors and shall serve for a term of two (2) years on the first day of the month following their election, and until their successors shall have been duly elected and qualified.

Section 6. Meetings; Quorum. – The meetings of the Executive Council shall be conducted at the National Office and a majority of all the elected members thereof shall constitute a quorum to do business.

Section 7. Duties and Responsibilities of Elective Officers. – Apart from exercising powers and performing duties and responsibilities as may be delegated and/or assigned to them by the General Assembly and the Board of Directors, the elective officers shall do and perform the following duties and responsibilities, and exercise such authority as may be necessary and incidental thereto:

(a) President. The President shall be the Chief Executive Officer responsible and/or accountable for all the actions of the Executive Council and, in the performance of such function, shall control and supervise the functions of each officer. In particular:

[1] To serve as the Chair of the Executive Council and to preside over all meetings thereof;

[2] To enforce the Code of By-Laws and all resolutions of the General Assembly and the Board of Directors;

[3] To create subcommittees, and appoint the members thereof, for specific purposes upon recommendation of the members of the Executive Council, as duly confirmed by the Chair of the Board of Directors, to assist in the performance of its work;

[4] To appoint such officers, chairs and members of any committee as are specially designated for Presidential appointment;

[5] To exercise general supervision over the affairs and property of the organization and over its officers and employees;

[6] To sign or countersign all certificates, contracts, and other instruments authorized by the Board of Directors; and,

[8] To submit a Report to the General Assembly and the Board of Directors, during its meetings, of the activities of the Executive Council insofar as the implementation of the programs and policies are concerned, the financial position of the organization, the appropriations necessary for the succeeding two (2) years and such other matters as may be of singular interest to the organization.

(b) Executive Vice-President. The Executive Vice-President shall be the Chief Operating Officer and, in the performance of such office, shall have the following particular powers and functions:

[1] To act as the Presiding Officer of the meetings of the Executive Council and Chief Executive Officer during the absence or temporary incapacity of the President and to act as such Presiding Officer and President, in a permanent capacity, in case of removal, permanent incapacity or resignation of the President;

[2] To supervise and coordinate the works and activities of all instrumentalities created by and/or under the control and supervision of the Board of Directors;

[3] To supervise the work of all officers, except the President, for the purpose of insuring that all activities are geared towards the implementation of all programs and policies of the General Assembly and the Board of Directors;

[4] To supervise and control the work of the office and professional staff;

[5] To be the custodian of the Seal and Coat of Arms of the organization and, for that purpose, shall have plenary authority to do and perform any and all acts proper and necessary to insure their integrity; and,

[6] To act as the internal and external relations officer and, towards that end, through all available resources, means and methods possible, work for the opening of channels of communications between and among Officers, Administrative Regions, Sections, Chapters and

Associations, through the continuing improvement of printed publications and other traditional and/or electronic means of communications, and with media organizations for the promotion of events and service projects.

(c) Vice-President for the Alumni. In general, the Vice-President for the Alumni, who shall be an alumni member, shall establish and coordinate the implementation of the programs and policies of the General Assembly and the Board of Directors as these concern the alumni members and/or associations, and, in particular:

[1] To preside over the meetings of the Executive Council and act as the Chief Executive Officer during the absence or temporary incapacity of both the President and Executive Vice-President;

[2] To supervise and coordinate the works and activities of the alumni associations, in conjunction with the Regional Directors, including the establishment of new alumni associations, with the power to recommend the revival or revocation of alumni associations and the imposition of administrative sanctions against alumni members violating the Code of By-Laws and the rules of the organization;

[3] To formulate and recommend policies, guidelines, rules and regulations and procedures regarding alumni matters; and,

[4] To promote, coordinate and conduct, with the Regional Directors, dialogues, conferences, short courses, seminars and workshops on matters pertaining to the alumni.

(d) The Vice-President for the Fraternity. In general, the Vice-President for the Fraternity, who shall be a collegiate fraternity member, shall establish and coordinate the implementation of the programs and policies of the General Assembly insofar as fraternity collegiate chapters and members are concerned, and, in particular:

[1] To supervise and coordinate the works and activities of the fraternity chapters, in conjunction with the Regional Directors, including the establishment of new chapters with the power to recommend the revival or revocation thereof and the imposition of administrative sanctions against fraternity collegiate members violating the Code of By-Laws;

[2] To formulate and recommend policies, guidelines, rules and regulations and procedures regarding fraternity matters;

[3] To promote, coordinate and conduct, with the Regional Collegiate Directors, dialogues, conferences, short courses, seminars and workshops on matters pertaining to the fraternity chapters;

[4] To enforce the policies and programs of the General Assembly and the Board of Directors regarding the recruitment and training of new members of the fraternity chapters; and,

[5] To formulate and recommend policies, guidelines rules and regulations, and procedures regarding fraternity matters.

(e) Vice-President for the Sorority. The Vice-President for the Sorority, who shall be a collegiate sorority member, shall have the same general and specific duties and functions as the Vice-President for the Fraternity insofar as the sorority collegiate chapters and members are concerned.

(f) Regional Director. In general, to act as the Chief Executive Officer of the Administrative Region and, in particular:

[1] To appoint the members of committees attached to the Regional Directorate;

[2] To attend all regular and special meetings of the Executive Council, either personally or through a duly authorized representative;

[3] To enforce the Code of By-Laws and all policies, directives, rules and regulations and procedures of the General Assembly and the Board of Directors;

[4] To implement and supervise all the projects and activities set by the General Assembly, the Board of Directors and the Regional Conferences;

[5] To conduct monthly meetings of the Regional Directorate;

[6] To submit to the Executive Council and the Board of Directors an annual report of the activities during his administration within thirty (30) days counted from the last day of the fiscal year and to the Regional Conference a biennial report of all activities undertaken by his administration for the past two (2) years and proposals for programs and projects to be performed for the next two (2) years; and,

[7] To submit monthly financial reports of all fees and assessments received from any source to the Executive Director.

(g) Deputy Regional Director. In general, to act as the Chief Operating Officer of the Administrative Region and to do and perform such other duties and functions as may be assigned by the Regional Director and/or the Regional Conference, and, in particular:

[1] To preside over the Regional Conference, and other meetings and assemblies of the Administrative Region; and,

[2] To do and perform the enumeration of the duties of the Executive Vice-President on the Administrative Regional level and such other duties and functions as the Regional Director may from time to time assign to him.

Section 8. Rules on Succession. –

(a) Any elective officer may resign by submitting a letter to the Board of Directors. Vacancies occurring among currently elected officers shall be filled by the Board of Directors: Provided, however, that any member selected to fill a vacancy shall meet the eligibility requirements prescribed in the Code of By-Laws; and, Provided, finally, that the appointee shall serve only the unexpired portion of his predecessor.

(b) In case of the resignation or permanent incapacity or death of the President, the Executive Vice-President shall assume such position and shall serve as such only for the unexpired portion of his predecessor. In the event that both the President and Executive Vice-President have resigned and/or permanently incapacitated to hold their offices, the remaining Vice-Presidents shall choose among themselves who shall occupy the position of President and Executive Vice-President. The Vice-Presidencies vacated shall then be filled by appointment of the Board of Directors.

(c) Vacancies in the position of Regional Director shall be automatically filled by the Deputy Regional Director unless otherwise provided by the Code of By-Laws.

Section 9. Appointive Officer. – The President shall appoint, with the concurrence of the Board of Directors, the Executive Director who shall serve for a term of three (3) years, with reappointment, and shall be paid remuneration in such amounts as may be fixed by the Board of

Directors, upon the recommendation of the Executive Council. The Board of Directors may, upon the recommendation of the Executive Council, create such other offices, with corresponding remunerations if so desired, as may be necessary to assist the Executive Director in the performance of his duties and functions: Provided, however, that the General Assembly shall issue a confirmatory resolution thereof during its regular sessions; and, Provided, finally, that, in the event that no confirmatory resolution has been issued, the said office or offices shall be dissolved.

Section 10. Duties and Responsibilities of the Executive Director. – In addition to performing duties and responsibilities as may be delegated and/or assigned to him by the President, the Executive Director shall do and perform the following duties and responsibilities, and exercise such authority as may be necessary and incidental thereto:

(a) To be responsible for the efficient operation and administration of the National Office and, for this purpose:

[1] In coordination with the Commission on Ways and Means, to formulate programs and policies for the raising of funds to adequately finance the organization, to oversee and coordinate fund-raising programs and activities, and to prepare, propose and submit to the General Assembly, through the President, after consultations with the other officers and constitutional bodies and commissions, the budget for the next two (2) years;

[2] To countersign all checks of the organization after the same has been prepared by the Executive Director and to insure that all supporting documents are attached thereto;

[3] To be the custodian of all funds and properties, under the direct supervision of the President;

[4] To issue notices and collect dues payable and delinquent or other accounts;

[5] To keep the books of account of the organization;

[6] To disburse and dispose of the funds in accordance with the provisions of the Code of By-Laws;

[7] To post a bond in such sum and with such surety or sureties as may be approved by the Board;

[8] To submit to the Board of Directors, the Commission on Elections and to the Executive Council, the list of basic organizational units and members in good standing as of sixty (60) days prior to the date of the General Assembly, which report may be consolidated with the Report of the Executive Director relating to such matter;

[9] To submit an audited financial report to the Board within sixty (60) days after the end of his term of office or whenever he ceases to act as such officer;

[10] To answer all inquiries and correspondence from the members and other persons, firms and entities pursuant to the authority given by the Board;

[11] To give notices of all meetings to the members of the Board of Directors and the Executive Council and to keep a faithful and permanent record of the minutes of such meetings; and,

[12] To submit to the Securities and Exchange Commission the list of new members of the Board of Directors, and immediately report to the said agency the replacement of any director who has ceased to perform his duties and functions for whatever cause.

(b) To be the custodian of all the records and the Seal of the organization under the direct supervision and control of the Executive Vice-President and, for such purposes:

[1] To submit the list of the basic units and the roster of members including their addresses and signatures, reports and other correspondence required by the Code of By-Laws;

[2] To affix his signature and the Official Seal of the organization on all official communications, correspondences, certificates and plaques emanating from the National Organization;

[3] To submit to the Commission on Elections and to the Board of Directors, the list of members and organizational units that have not been expelled or dissolved nor suspended as of sixty (60) days prior to the date of the General Assembly;

[4] To submit to the Commission on Elections and to the Board of Directors the list of delegates to any forthcoming General Assembly through whatever means of confirmable communication to insure

receipt thereof by the said officers at least thirty (30) days prior to the date of the General Assembly;

[5] To act as the historian and be responsible for the compilation and collation of all documentation regarding and pertaining to the activities of the organization with authority to institute such programs and policies which would insure the compilation and collation of all such documentation on the regional and sectional level;

[6] To supervise and insure the quarterly publication of the Torch and Trefoil which shall contain inter alia all policies and programs instituted by the Board of Directors in the implementation of the programs and policies of the General Assembly as well as the financial status of the organization as of the date of publication; and,

[7] To recommend such actions as may be taken by the Board of Directors against any person who unlawfully violate the integrity of the Seal and the official symbols and emblems of the organization.

Section 11. Accountability of Officers. – All officers serve under the pleasure of, and are accountable to, the membership, and must serve them with utmost fidelity, responsibility, integrity, loyalty and efficiency. Faithlessness to the trust reposed on them and/or negligence in the performance thereof shall render them liable to removal from office under the following procedures:

(a) Impeachment. All elective officers and the appointive officers of the Adjudicatory Councils and Commissions may be removed from office on impeachment for, and conviction of, gross misconduct and dishonesty, malfeasance or misfeasance in office or culpable violation of the Code of By-Laws. All other officers may be removed from office in accordance with the procedure established by the Code of By-Laws, but not by impeachment.

[1] Any member in good standing may file a complaint for removal for cause;

[2] Upon receipt thereof, the Supreme Adjudicatory Council shall conduct proceedings in accordance with the procedure as set forth in the Code of By-Laws and such rules as it may promulgate;

[3] The Supreme Adjudicatory Council, after hearing and considering all the evidence submitted by the parties, shall render judgment either for the dismissal of the complaint or for impeachment;

[4] In case of impeachment, the matter shall be automatically referred to the General Assembly, if in session, and, if not, to the Board of Directors. In the meantime, the impeached officer shall be suspended from office and his duties and functions shall be performed by the officer next in the line of succession, if any, or by any person designated by the Board of Directors to replace him during the pendency of the case.

[5] The General Assembly, in case a special session is held, or the Board of Directors, shall, after hearing the charges and evidence against the impeached officer, either exonerate or remove him from office. The judgment of removal shall require a simple plurality vote of the General Assembly and at least the two-thirds vote of all the members of the Board of Directors, as the case may be.

(b) Recall. In addition to the foregoing, any Regional Director and Deputy Regional Director may be removed even without cause as follows:

[1] At least one-fourth of all members in good standing in the Administrative Region may file a petition with the Regional Commission on Elections for the recall of the Regional Director;

[2] Upon filing of the petition, the Regional Commission on Elections shall confirm the authenticity of the signatures appended to the petition through whatever means and methods available and in accordance with its rules;

[3] Upon confirmation that at least one-fourth of all the members in good standing have signed the petition, the Regional Commission on Elections shall direct the convening of the Regional Conference for the sole purpose of conducting the recall elections. The Commission shall then accept the certificates of candidacy of any interested member, provided that the incumbent Regional Director, in the event of his failure to submit the required certificate of candidacy, shall be automatically a candidate in the recall elections;

[4] After notice duly sent and received by all members in good standing, the Chair, or any member, of the Regional Commission on Elections, shall conduct and supervise the elections during the said

Regional Conference and, after counting the votes cast therein, shall proclaim the candidate having the most number of votes, provided, however, that in case of tie, the incumbent shall be deemed as reinstated to his position as Regional Director.

Article X

BASIC ORGANIZATIONAL UNITS

Section 1. Basic Organizational Units. – The organizational units shall be the fraternity and sorority collegiate chapters, and the alumni associations.

Section 2. Collegiate Chapters. –

(a) Chapters may be based on college, university or university system: Provided, however, that if a charter has been granted to a college or university, no other charter shall be granted to any other college within the same campus unless with the written consent of the existing chapter; and, Provided, finally, that a charter granted to either a fraternity or sorority chapter shall follow the designation of the fraternity or sorority chapter first chartered in the same campus, college or university.

(b) Chapters, whether fraternity or sorority, may be established in any accredited institution of higher learning: Provided, however, that only duly chartered chapters or associations shall be allowed to found or establish new chapters; and, Provided, finally, that if the chapter to be organized belongs to a university system, the existing chapter therein shall be considered as the organizing chapter and shall have exclusive authority to establish the said new chapter unless the existing chapter has authorized, in writing, another chapter for that purpose.

(c) In case a chapter is dissolved or had otherwise become inactive, the designation thereof shall be retired and no other chapter bearing the same designation shall be allowed: Provided, however, that, in case of revival, the chapter shall reassume its designation without need for an application for a new charter; and, Provided, finally, that the responsibility of reviving any dissolved or inactive collegiate chapter shall devolve, in the first instance, on its alumni association and, in the second instance, on any of the associations or chapters situated within the Section.

Section 3. Alumni Associations. – Alumni Associations may be established on the basis of chapter, professional, institutional or community affiliation.

Section 4. Procedure for Recognition of Petitioning Group. – A charter may only be granted upon compliance with the following requirements:

(a) The application shall be submitted to the Commission on Membership by at least fifteen (15) enrolled students in an accredited institution of higher learning, all of whom shall have satisfied the membership requirements, in case of a chapter, and, in case of an association, by ten (10) or more alumni members in good standing.

(b) The application of the petitioning group shall contain all information or data required by the Code of By-Laws and such other requirements as may be promulgated by the Commission on Membership. Thereafter, the complete application shall be forwarded to the Regional Director having functional and territorial jurisdiction over the Petitioning Group.

(c) Upon endorsement, the Regional Director shall conduct an investigation for the twofold purpose of confirming the information or data stated in the application and determining the viability of the chapter or association. For these purposes, the Regional Director shall provide the chapters or associations, as the case may be, existing within the Administrative Region with copies of the application as well as all information and data contained therein, and elicit from them their comments within a period of thirty (30) days from receipt of the pertinent documents regarding the said application: Provided, however, that in case a majority of all chapters or associations in good standing recommend the non-recognition of the Petitioning Group, the same shall forthwith be recommended for disapproval by the Regional Director; and, Provided, further, that if at least one collegiate chapter or alumni association within the same Administrative Region objects to the grant of a charter to the petitioning group, the Regional Director concerned shall forward the records for further investigation by the Board of Directors which shall, in turn, issue the necessary recommendation.

(d) The Regional Director shall, not later than ten (10) days from the completion of the report, recommend the approval or disapproval of the application of the Petitioning Group to the Commission on Membership with sufficient justifications in either case.

(e) Upon receipt of the report and recommendation of the Regional Director, the Commission on Membership shall conduct its own deliberations on the merits of the application and duly forward to the Board of Directors their recommendation thereon not later than fifteen (15) days therefrom.

(f) Upon receipt by the Board of Directors of the report and recommendations of the Commission on Membership, the Board shall conduct its own deliberations thereon, in any of its regular or special meetings, and thereupon generate a report of its determination on the application, which the Executive Director shall forward to the Commission on Membership not later than ten (10) days from the completion thereof.

(g) The Commission on Membership shall forthwith notify the Petitioning Group of the action of the Board of Directors and, if favorable, shall coordinate with the said Petitioning Group for the purpose of preparing for and conducting the installation ceremonies.

Section 5. Charter. –

(a) A Charter is the formal document emanating from the Commission on Membership bestowing upon the petitioning group all the rights and privileges of chapters or associations and assuring that all their past, present and future members shall enjoy the same rights and privileges granted to members in accordance with their category, type and status.

(b) Charters shall be issued by the Chair of the Commission, the President, the Chair of the Board of Directors and the Regional Director having jurisdiction over the new chapter or association. Any Petitioning Group denied a charter may submit another application not earlier than one (1) year after the rejection of their first application.

(c) Charters shall be presented by the President or by his duly authorized representative, who must likewise be a member of the Board of Directors, and the Regional Director concerned of the Administrative Region where the Petitioning Group is based, in an installation ceremony organized by the new chapter or association.

Section 6. Suspension and Revocation of Charters. –

(a) Charters of chapters or associations may be revoked or suspended only upon a two-thirds (2/3) vote of the official delegates of the Collegiate or Alumni Conventions, as the case may be, during the General Assembly.

(b) The Board of Directors, by two-thirds (2/3) vote of all its members, may preventively suspend charters only when the continued existence thereof constitutes a clear and present danger to the interests of the organization, or any integral part thereof. The preventive suspension of charters shall only be effective until the convening of the General Assembly. In the event that the Collegiate or Alumni Convention, as the case may be, fails to act on the matter, the suspension shall be automatically lifted.

(c) The chapter or association whose charter has been placed under preventive suspension, may dispute the imposition before the Supreme Adjudicatory Council, under the procedure as stated in the Code of By-Laws and the Rules promulgated pursuant therewith, whose decision, purely on the question of the propriety of the preventive suspension, shall be unappealable, final and immediately executory.

(d) The procedure for appeals and reinstatement of revoked or suspended charters shall be the same as that for appeals and reinstatement of revoked or suspended membership.

Section 7. Duties and Obligations. – All chapters and associations shall do and perform, whenever applicable, the following duties and/or obligations:

(a) Adopt the Standard Articles of Association and certify by a statement bearing the signature of the Grand Chancellor/Grand Lady Chancellor, the Scribe/Lady Scribe, in case of chapters, or by the President and Secretary, in case of associations, of the adoption thereof, which shall be filed with the Board of Directors;

(b) Adopt such By-Laws, rules and regulations not in conflict with the Articles of Incorporation, the Code of By-Laws, the Standard Articles of Association, or the rules, regulations, or policies of the educational

institution or host country where the basic organizational unit is located;

(c) Establish such training policies complementary to the official rituals of the organization: Provided, however, that there shall be no hazing or informal initiation or any mistreatment or maltreatment of pledges, members or other persons at any time.

(d) Establish reasonable initiation fees, dues and assessments, in addition to but not in conflict with those established by the Code of By-Laws, the General Assembly and/or the Regional Conference.

(e) Submit to the Regional Director concerned an annual development report not later than twelve (12) weeks from the beginning of the fiscal year according to the program review procedures established by the Board of Directors, which shall contain the following relevant information and/or data:

[1] The names and addresses of all its members whether in good standing or not;

[2] The post office box number, postal mailing address and/or electronic mail address;

[3] The Annual Financial Statement in the form provided by the Executive Director. Upon dissolution of an organizational unit, a written report of any money or property on hand shall be filed by its officers with the Board of Directors. Such money or property shall be held in trust until the reactivation of the organizational unit, and delivered thereto at such time. Should reactivation not be accomplished within five (5) years from dissolution, such funds shall then be paid to an organization tax exempt within the meaning of the National Internal Revenue Code of the Philippines or in accordance with the laws, rules and regulations of the host country bearing on such situations;

[4] The written oath of office of the officers of the chapter or association in the form prepared by the Executive Director, duly signed by them and attested as having been sworn to before the Regional Director;

[5] The written pledge of loyalty duly signed by the active members of the chapter or association of their continuing commitment to the

programs and policies, in such form as may be disseminated by the Executive Director.

(f) Accept or seek membership in any other association only upon approval of the Board of Directors;

(g) Exercise such powers and perform such duties and functions as may be provided by the Code of By-Laws and rules as promulgated by the General Assembly or its surrogate, the Regional Conference, the Board of Directors or any of its delegates, the Regional Director and the Section Chair.

Section 8. Status. – A chapter or association is in good standing if it has met all of its financial obligations to the organization and has not been declared as inactive or suspended, or had its charter revoked, or has not been deemed in violation of the policies of the organization or of the provisions of the Code of By-Laws.

Article XI

AMENDMENTS OR REVISIONS

Section 1. Authority. – The power to amend or revise the Code of By-Laws is vested on the General Assembly or directly on the general membership through initiative process.

Section 2. Amendment by the General Assembly. – The Code of By-Laws may be amended or revised by the General Assembly by a vote of at least two-thirds (2/3) of all official delegates, under any of the following means:

(a) By constituting itself into a Constituent Assembly for the approval of amendments to limited and specific provisions of the Code of By-Laws;

(b) By calling for the creation of a Constitutional Commission and providing for the composition and authority thereof; and,

(c) By calling for the convening of a Constitutional Convention and specifying the composition and date for its sessions.

Section 3. Amendatory Process. – The Code of By-Laws, or any provision thereof, may only be amended or revised upon strict compliance with the procedure hereinbelow set forth:

(a) By Constituent Assembly.

[1] Any proposed amendment shall pertain only to specific provisions of the Code of By-Laws, which proposal(s) shall be submitted to the Board of Directors at least one (1) year prior to the convening of the General Assembly for its regular biennial conventions;

[2] Upon receipt of any such proposed amendments, the Chair of the Board of Directors shall forthwith appoint the Chair of the Reference Committee on Constitutional Amendments and notify the Regional Directors thereof and directing them to submit, within a period of ten (10) days from receipt thereof, their representatives therein;

[3] Upon its creation, the Reference Committee shall forthwith conduct consultations with the general membership on the proposed amendments;

[4] The Reference Committee shall thereafter submit the proposed amendments in resolution form to the Chair of the Board of Directors at least three (3) months before the convening of the General Assembly who shall place the same in the agenda;

[5] Upon motion duly made and seconded, the Chair of the Board of Directors shall call for a recess of the legislative sessions of the General Assembly and convene itself as a Constituent Assembly which shall vote on the proposed amendments, a majority vote of which on each and every proposal shall be sufficient for the approval thereof;

[6] Thereafter, the Chair of the Board of Directors shall declare the Constituent Assembly as functus officio and forthwith forward to the Board of Directors and the Supreme Adjudicatory Council the certified true copies of the amendments passed with the corresponding votes received by each.

(b) By Constitutional Commission.

[1] The Chair of the Board of Directors shall, within ten (10) days after adjournment of the General Assembly, forward to the designated Chair thereof the certified Resolution and the Excerpt of the Minutes

containing the creation of the Commission and the appointment/s of the members thereof;

[2] Upon receipt by the Chair of the said Resolution, he shall forthwith proceed to appoint the members of the Commission ensuring that all Administrative Regions are represented therein unless the General Assembly had provided for its composition;

[3] Upon formation, the Chair of the Board of Directors shall administer the oath of office to the Chair and members of the Commission and thereafter draft its own rules of procedure for purposes of insuring the widest participation possible by the general membership and the integration and incorporation of their comments and suggestions into a draft Code of By-Laws;

[4] The Commission shall submit the proposed amendments to the Code of By-Laws to the Chair of the Board of Directors at least six (6) months prior to the convening of the regular session of the General Assembly for the inclusion thereof in the agenda;

[5] The proposed Code of By-Laws shall be approved in a plebiscite to be conducted during the regular sessions of the General Assembly by a majority vote of all official delegates of both Conventions in joint session assembled.

(c) By Constitutional Convention.

[1] Within a period of ten (10) days from the adjournment of the General Assembly which called for the convening of a Constitutional Convention, the Chair of the Board of Directors shall send to all Regional Directors certified true copies of the Resolution and Excerpts of the Minutes calling for the creation thereof, which shall be accompanied by a notice that the representatives thereto, consisting of one representative from each Section, be immediately appointed;

[2] Within a period of sixty (60) days from issuance of the aforementioned notice, the Chair of the Board of Directors shall send to all appointed representatives their appointment as delegates to the Constitutional Convention, and, within a period of thirty (30) days thereafter, shall convene the Constitutional Convention;

[3] The Constitutional Convention shall meet every day until all proposed amendments to the Code of By-Laws have been duly approved and forwarded to the Chair of the Board of Directors;

[4] The Chair, upon receipt of the draft Code of By-Laws, shall place the consideration thereof in the agenda of the General Assembly for its next regular session;

[5] The submission of the proposed Code of By-Laws shall be submitted for the consideration of the General Assembly and the affirmative vote of a majority of all official delegates shall be sufficient for the ratification thereof.

(d) By Initiative. Whenever at least ten percent (10%) of collegiate and alumni members in good standing of all Administrative Regions petition for the amendment of limited and specific provisions of the Code of By-Laws, the Chair of the Board of Directors shall forthwith direct the Commission on Elections to insure the veracity of the signatures as appearing in the said petition and, thereafter, certify the manner or the procedure to be followed, which shall be any of the immediately preceding subsections depending on the ascendant vote of the general membership thereon.

Section 4. Ratification. – Any amendment to, or revision of, the Code of By-Laws shall be valid when ratified by a majority of the votes cast in a plebiscite called for the purpose and held not later than thirty (30) days prior to the convening or during the sessions of the General Assembly.

Article XII

GENERAL AND TRANSITORY PROVISIONS

Section 1. Membership. –

[1] All persons who have been conferred honorary and life membership shall continue to enjoy the rights and privileges appurtenant therewith but must comply with any additional requirements as may have been provided under the Code of By-Laws for the retention of their membership status.

[2] The provisions of this Code of By-Laws pertaining to Honorary and Associate Members are suspended pending the formulation and institution of the necessary guidelines for the implementation thereof as approved by the General Assembly. The Rules and Guidelines shall be submitted to the Chair of the Board of Directors and calendared for

deliberation by the General Assembly at least six (6) months before its regular sessions.

Section 2. National Convention. – The provisions of the Code of By-Laws on the preparations for and the convening of the 22nd Biennial National Convention shall be valid unless otherwise provided by this Code of By-Laws.

Section 3. Elections. – The qualification and election of the members of the Board of Directors and the Executive Council during the 22nd Biennial Convention shall be in accordance with the following:

(a) Direct elections and the period for the filing of candidacies shall be suspended;

(b) The ten (10) candidates who have garnered the most number of votes, and who meet the qualifications under this Code of By-Laws, shall comprise the pool from whence shall be selected the five (5) directors at large and the five (5) executive officers;

(c) Immediately after the elections, the ten (10) qualified and elected candidates, with the Regional Development Directors present, shall convene and select among themselves, based on the qualifications under this Code of By-Laws, the Chair, Vice-Chair and representative directors as well as the President, the Executive Vice-President and the Vice-Presidents for Alumni, Fraternity and Sorority;

(d) The Regional Development Directors elected prior to the ratification of this Code of By-Laws shall serve as Section Chairs and, immediately upon adjournment but not to exceed a period of fifteen (15) days therefrom, the Section Chairs of each Administrative Region shall elect among themselves who shall serve as Regional Director, Deputy Regional Director and the representative to the Board of Directors while the component units whose Section Chairs have been vacated as a consequence of the elevation shall conduct their separate elections within a period of three (3) months therefrom.

Section 4. Administrative Regions. – Until otherwise determined by the Board of Directors in accordance with the procedure stated in the Code of By-Laws, there shall be ten (10) Administrative Regions, with their corresponding Sections, as follows:

National Capital Administrative Region:

- 1: The city of Manila;
- 2: The cities of Pasay, Parañaque and Las Piñas.
- 3: The cities of Mandaluyong, Makati, Muntinlupa, Pasig, and the municipalities of San Juan, Taguig and Pateros.
- 4: The cities of Valenzuela and Kalookan and Malabon, and the municipality of Navotas.
- 5: The cities of Quezon and Marikina;
- 6: The city of Antipolo and the whole province of Rizal.

Northern Luzon Administrative Region:

- 1: The provinces of Ilocos Norte, Ilocos Sur, Abra and La Union, and the cities of Laoag, Vigan, Candon, and San Fernando;
- 2: The provinces of Benguet, and Pangasinan, and the cities of Baguio, Alaminos, Dagupan, Urdaneta, and San Carlos;
- 3: The provinces of Batanes, Cagayan, Apayao, Kalinga, Isabela, Ifugao, Nueva Vizcaya, and Quirino, and the cities of Tuguegarao, Cauayan, and Santiago; and,
- 4: The provinces of Aurora, Nueva Ecija, Pampanga, Tarlac, Zambales, Bataan and Bulacan, and the cities of San Jose, Munoz, Cabanatuan, Palayan, Gapan, Angeles, San Fernando, Tarlac, Olongapo, Balanga, Malolos and San Jose Del Monte.

Southern Luzon Administrative Region

- 1: The provinces of Laguna, Quezon, Marinduque, and the cities of Calamba, San Pablo, and Lucena;
- 2: The provinces of Cavite, Batangas, Mindoro Occidental, Mindoro Oriental, Romblon, and Palawan, and the cities of Cavite, Trece

Martirez, Tagaytay, Lipa, Batangas, Tanauan, Calapan, and Puerto Princesa; and,

3: The provinces of Camarines Norte, Camarines Sur, Albay, Catanduanes, Sorsogon, and Masbate, and the cities of Naga, Iriga, Legazpi, Tabaco, Ligao, Bacon, Sorsogon, and Masbate.

Northwestern Visayas Administrative Region

1: The provinces of Aklan, Antique, Capiz, Iloilo, and Guimaras, and the cities of Roxas, Iloilo, and Passi; and,

2: The provinces of Negros Occidental, and Negros Oriental, and the cities of Cadiz, Sagay, Victorias, Silay, Talisay, Bacolod, Bago, San Carlos, La Carlota, Kabankalan, Escalante, Himamaylan, Sipalay, Canlaon, Bais, Tanjay, Bayawan, and Dumaguete.

Southwestern Visayas Administrative Region

1: The provinces of Cebu, Bohol, and Siquijor, and the cities of Toledo, Danao, Talisay, Cebu, Lapu-lapu, Mandaue, and Tagbilaran; and,

2: The provinces of Samar, Northern Samar, Eastern Samar, Leyte, Southern Leyte, and Biliran, and the cities of Calbayog, Tacloban, Ormoc, and Maasin.

Northwestern Mindanao Administrative Region

1: The provinces of Zamboanga del Norte, Zamboanga del Sur, Zamboanga Sibugay, Basilan, and the cities of Dipolog, Dapitan, Pagadian, Zamboanga, and Isabela;

2: The provinces of Misamis Occidental, Misamis Oriental, Bukidnon, and Camiguin, and the cities of Oroquieta, Ozamis, Tangub, Cagayan de Oro, Gingoog, Valencia, and Malaybalay;

3: The provinces of Lanao del Norte, and Lanao del Sur, and the cities of Iligan, and Marawi; and,

4: The provinces of Sulu, and Tawi-tawi.

Southeastern Mindanao Administrative Region

1: The provinces of Agusan del Norte, Agusan del Sur, Surigao del Norte, and Surigao del Sur, and the cities of Butuan, Bislig, and Surigao;

2: The provinces of Davao del Norte, Davao del Sur, and Compostela Valley, and the cities of Digos, Davao, Panabo, Tagum, and Samal;

3: The provinces of Maguindanao, and North Cotabato, and the cities of Cotabato and Kidapawan; and,

4: The provinces of South Cotabato, Sultan Kudarat, and Sarangani, and the cities of Gen.Santos, Koronadal, and Tacurong.

Administrative Region of North America

The Alpha Phi Omega Alumni Council of North America shall submit to the Board of Directors the territorial boundaries of the Sections.

Administrative Region of Asia and the Pacific

1: Japan, Korea, China, Taiwan and Hong Kong.

2: The States of the ASEAN, excluding the Philippines.

3: Australia, New Zealand and the outlying islands of the Pacific rim, except Hawaii.

Administrative Region of the Middle East and Europe

1: The eastern seaboard of the African Continent, including the Kingdom of Oman, Qatar, Bahrain and the United Arab Emirates.

2: The western seaboard of the African Continent, including the Kingdom of Saudi Arabia, and Kuwait

3: The European Continent.

Section 5. Constitutional Commissions. – The Constitutional Commissions, Committees and similar bodies and instrumentalities attached to the National Executive Board shall wind up their operations within a period of sixty (60) days from adoption of the Code of By-Laws and turn over all papers and documents in their possession to the appropriate officer and/or instrumentality tasked to perform their duties and functions as stated herein.

Section 6. Separability Clause. – If for any reason, any provision of the Code of By-Laws shall be declared unconstitutional or invalid, no other provision hereof otherwise valid shall be affected thereby.

Section 7. Effectivity. – The Code of By-Laws shall take effect immediately upon approval thereof by the official delegates to the 22nd Biennial National Convention, unless as may otherwise be provided herein.

CERTIFICATION

I HEREBY CERTIFY THAT the foregoing Code of By-Laws was submitted for the consideration of the official delegates to the National Biennial Convention on May 23 and 24, 2003 at Bacolod City, Philippines and has been duly ratified therein by unanimous vote on May 24, 2003

SGD. LUIS A. PAREDES

Chair, Constitutional Commission

Attest:

FELIX J. MARIÑAS, JR.
Presiding Officer
Constitutional Convention