



**Philippine Normal University**  
National Center for Teacher Education  
Center of Excellence  
*The Indigenous Peoples Education Hub*  
North Luzon Campus  
Aurora, Alicia, Isabela



S.A. 001

Begun and held in Philippine Normal University-North Luzon, Aurora Alicia, Isabela, on Monday, the seventeenth day of January, two thousand fifteen.

**An act to update, detail and correct the 1997 Constitution entitled, “STUDENT ASSEMBLY ACT 001, SERIES OF S.Y. 2014-2015 - An act amending specific articles and sections of the 1997 Constitution of Philippine Normal University – North Luzon Campus for the purpose of improving, providing deliberate details and making clear of the said constitution”**

*Be it enacted by the Student Assembly of the Philippine Normal University-North Luzon:*

**THE 1997 CONSTITUTION**  
***Philippine Normal University***  
**NORTH LUZON CAMPUS**  
**Student Government**

**PREAMBLE**

We, the students of the Philippine Normal University, imploring the aid of Almighty God, with the aim of establishing a democratic, autonomous, respective, and pro- masses Student Government that will unite and serve the whole PNU Studentry, promote and protect the student’s right and welfare, fight for the realization of genuine academic freedom and uphold academic excellence in the university; work as a catalyst of relevant and liberating education, foster principled relationship among the students, faculty, administration and other sectors of the society and instill social consciousness and effective and democratic participation among the students in particular and the masses in the general, do hereby ordain and promulgate this constitution.

**ARTICLE 1**

**NAME AND NATURE OF THE ORGANIZATION**

**Section 1.** The Student Government of the Philippine Normal University, Isabela Campus shall be known as the Philippine Normal University, North Luzon campus Student Government, hereafter referred to as PNU – SG.

**Section 2.** The office of the PNU-SG, shall be located at the Student Government Office Building, Philippine Normal University, Aurora, Alicia, Isabela and Room 101 of Dy Building.

**Section 3.** The PNU- SG shall have jurisdiction over PNU- North Luzon undergraduate level.

## **ARTICLE II**

### **DECLARATION OF PRINCIPLES**

**Section 1.** The PNU- SG is a democratic, autonomous, representative and pro- masses student government.

- a) The PNU- SG shall in full autonomy, make decisions, policies and steps for the implementation of such without any hindrance coming from the sectors.
- b) The PNU- SG shall manage its own funds accordingly.
- c) The PNU- SG shall strive to instill social awareness among students involving it on discussions and taking definite stand on significant issues may it be local, national or international.

**Section 2.** The PNU- SG shall serve as vanguard for articulation of the students' needs and aspirations and in upholding the student's rights and welfare in the academe.

**Section 3.** The PNU- SG shall actively participate in the formulation, implementation and evaluation of University policies on matters affecting the studentry through representation in the Board of Regents and in the implementation bodies of the North Luzon Campus.

**Section 4.** The PNU- SG shall undertake various projects on and off campus and coordinate with other organizations and agencies geared toward promoting the general welfare of the students.

**Section 5.** The PNU- SG shall assist in the realization of the nationalistic goals of the university as an academic institution pertinent to which it shall maintain the University tradition of academic excellence and active involvement in national development effort as a teacher-training institution.

**Section 6.** The PNU-SG shall recognize the importance of the University's Mission and Vision Statement:

*Vision: PNU-North Luzon is an internationally recognized and nationally responsive Teacher Education University specializing in living traditions and indigenous education.*

*Mission: PNU-North Luzon is dedicated to developing teachers and educational leaders as valued contributors in the social transformation of the Filipino for a better world.*

6.1. The Mission and Vision Statement shall guide of the PNU-SG in achieving the shared interest and goal of the studentry.

6.2. The PNU-SG shall put into consideration, at all times, that the true importance of the Mission and Vision Statement shall be reflected in putting these ideals into action.

### **ARTICLE III**

## **MEMBERSHIP**

**Section 1.** All students in the undergraduate courses are members of the PNU- SG

### **ARTICLE IV**

## **BILL OF RIGHTS**

**Section 1.** Every student shall have the right to:

- a) Academic freedom
- b) An education commensurate to his abilities and capabilities, to avail himself of scholarship grants offered by any sector of the society.
- c) Express his views or opinions in all matters affecting him as a member of the university community and society as a whole.
- d) Be protected against any harassment prejudicial to his physical, mental, emotional, social, and on having a purpose in accordance with the fundamental law of the land and to be recognized by proper authorities.
- e) Be properly informed of the programs, rules and regulations, and policies of the PNU community.
- f) Form associations in form of any club or organization that lives the ideals of the University.
- g) Establish association to any club or organization.
- h) Join and participate moral development.
- i) Vote and be elected subject to internal policies of the organization he/she desires to join, and exercise other electoral practices.
- j) Exercise ideological and spiritual beliefs.
- k) Information in all matters affecting his access to all records, documents, books and similar articles of public nature.
- l) Proper representation and participation in all policy-making bodies in the University.
- m) Protest against the University or national policies in a diplomatic manner.
- n) Impeach elected officers through a due process prescribed by law.
- o) File a case before the court of the Student Government.
- p) Initiate diplomatic and peaceful student-SG, student-faculty, and student-administration dialogue.
- q) Conduct scholarly research freely and to publish, discuss and exchange findings and recommendations for the purpose of academic development.
- r) Invite resource persons during assemblies, symposia and other activities of similar nature.
- s) Legitimate and responsible use of adequate, safe, and efficient school equipment and facilities of the PNU- SG and of the University.

- t) Enjoy the right to a speedy and fair trial, by an impartial jury of the Student Government.
- u) Be entitled to a legal representation, the state must provide, if he/she can't provide one for himself in event of a criminal case, where he/she is the defendant.
- v) Be entitled to a legal representation, initiated and provided by the Student Government, as his/her basic right, in event of a criminal case, where he/she is the plaintiff/litigant.
- w) A due process of law.

## **ARTICLE V**

### **DUTIES AND RESPONSIBILITIES OF STUDENTS**

- Section 1.** Every student shall observe the laws of the land, the rules and regulations of the University as stipulated in the student handbook, and uphold this constitution.
- Section 2.** Every students shall exert his best effort to develop his potentials for service and leadership in order to strengthen the organization and foster cooperation wherein he/she is a member.
- Section 3.** Every student shall uphold the academic integrity his/her university is mandated to sustain.
- Section 4.** Every student shall exercise his rights and responsibilities with respect to the rights of fellow students and other members of the community. They shall promote and maintain peace and tranquility of the university.
- Section 5.** Every student shall pay membership fee levied by the PNU- SG.
- Section 6.** Every student shall inform proper authorities any misconduct of his fellow students, teachers and or other members of the community.
- Section 7.** Every student shall partake actively in all initiated civic affairs created for the promotion of the general welfare of the university, developing a sound social, political, economic, cultural, academic and spiritual community he/she inhabits.
- Section 8.** Every student shall uphold, preserve and maintain the integrity of his/her Alma Mater.

## **ARTICLE VI**

### **STUDENTS' FUND**

- Section 1.** The PNU- SG shall maintain the students' fund which consists of general fund and special fund.
- a) The general fund of the PNU- SG shall be those collections from student membership fee during the regular registration period of each trimester.
  - b) The PNU- SG special fund shall be those that are gained aside from the student's membership fee.

- Section 2.** The student's fund shall be disbursed in accordance with the item appropriation set by the Legislative Body.
- Section 3.** All student government bodies shall present and submit for approval of the proposed general and trimestral budget to the legislative body.
- Section 4.** The student's fund shall be deposited in a bank determined by the majority of the executive body.
- Section 5.** The PNU- SG should determine the membership fee through the legislative body.

## **ARTICLE VII**

### **THE EXECUTIVE BODY**

- Section 1.** The executive power shall be vested in the Executive Body.
- Section 2.**
- 2.1 The PNU- SG Executive Body shall be composed of ten (10) Executive Body Officers namely: The President , Vice President for Internal Affairs, Vice President for External Affairs, General Secretary, Finance and Logistic Officer, and Committee Chairpersons.
- 2.2. The Committee Chairpersons shall be composed of the following:
- a) Educational Development and Research Committee Chairperson
  - b) Operational Planning Committee Chairperson
  - c) Organization and Student Information Committee Chairperson
  - d) Socio- Cultural Committee Chairperson
  - e) Student's Welfare Committee Chairperson
- Section 3.**
- 3.1. The Executive Committee, hereby referred as the EXECOM, shall be vested with executive powers.
- 3.2. Recognizing that classes shall be the smallest unit of the Executive body, the EXECOM shall be composed of the Executive body and all Class Presidents in all year levels.
- 3.3. The EXECOM shall perform the following powers, duties and responsibilities:
- a) To study, discuss, and decide on university-wide issues and academic-related matters, projects, programs, campaign, stands and final approval of a proposal.
  - b) To circulate, disseminate, and implement all resolutions approved by the Legislative Assembly.
  - c) To issue Executive Orders, whenever necessary because of state of emergency, and be accountable for the consequences thereof to the Legislative Assembly.
  - d) To ensure just, fair and equal opportunities to information of projects, programs, campaigns, and stands of the Student Government.
  - e) To bring down to respective classes, whenever necessary, consultations regarding university matters.

- f) To appeal for reconsideration to the Legislative Assembly any approved motion or resolution upon two-thirds of vote of the EXECOM members.

3.4. The EXECOM shall meet on a frequency to be determined by the EXECOM members, approved by the President. The President may call a special session at any time.

3.5. All final decisions reached by the EXECOM shall be of a majority vote (50% + 1).

**Section 4.** Powers and responsibilities of the PNU- SG Executive Body officers.

a) **THE PRESIDENT**

1. Shall be the Chief Executive Officer of the PNU- SG
2. Shall preside all the meetings and dialogues of the Executive Body.
3. Shall be the official spokesperson of the PNU-SG at any function, meeting or assembly.
4. Shall have no voting powers (with no reference to his political right to vote) during conferences he/she is presiding, except in case of a tie, but shall have veto power to policies, resolutions, programs and projects of the Executive Body, including the EXECOM, Legislative Assembly, and Constitutional Commissions.
5. Shall represent or delegate representative for official functions of the PNU-SG
6. Shall be aware of all affairs of PNU-SG.
7. Shall submit a general appropriation bill to the Legislative Assembly with the aid of the Finance and Logistics Officer.
8. Shall initiate total implementation of decisions by the Legislative Assembly
9. Shall form AD HOC committee when needed.
10. Shall be an ex-officio member of all the committees under the executive arm of PNU-SG.
11. Shall submit to the Legislative Assembly and Judiciary trimestral reports, which shall evaluate and present recommendations in return.
12. Shall monitor directly and indirectly the performance of the offices and committees with executive functions.
13. Shall convene and preside proceedings of the EXECOM.
14. Shall receive and review periodic reports from other Executive Body officers, Legislative Body, Judicial and Constitutional Commissions.
15. Shall be the representative of the PNU- North Luzon studentry to the Pambansang Pederasyon ng mga Lider Estudyante ng Pamantasang Normal ng Pilipinas which shall represent all PNU students to the Board of Regents.
16. Shall have the authority to sign all agreements and documents within the jurisdiction of the Executive Body.

b) **THE VICE PRESIDENT for INTERNAL AFFAIRS**

1. Shall supervise and coordinate the internal relations and activities of the PNU- SG.

2. Shall assume the responsibilities of the president in the time of the latter's absence.
3. Shall supervise and coordinate the internal relations between the PNU- SG and the University Administration, Student Affairs Office and other sectors of the university.
4. Shall coordinate with president regarding internal matters.
5. Shall diplomatically assure that PNU-SG university-wide affairs, activities, and programs, occurring in the same day be put into priority over other student activities. Provided that, the PNU-SG, in its judgment, deems it necessary.
6. Shall be representative of the PNU- North Luzon studentry to the Pambansang Pederasyon ng mga Lider Estudyante ng Pamantasang Normal ng Pilipinas in the absence of the President.
7. Shall recommend ad hoc departments for internal affairs to the president.
8. Shall address internal student concerns.
9. Shall assume automatically the Presidency in the event that the office is permanently vacated.

c) **THE VICE PRESIDENT for EXTERNAL AFFAIRS**

1. Shall supervise and coordinate the external relations of the PNU- SG.
2. Shall establish linkages and maintain harmonious relationship with the other sectors of the Philippine society.
3. Shall recommend ad hoc departments for external affairs to the president.
4. Shall address external student concerns.
5. Shall be representative of the PNU-Isabela studentry to the Pambansang Pederasyon ng mga Lider Estudyante ng Pamantasang Normal ng Pilipinas in the absence of the both President and Vice- President for Internal Affairs.
6. Shall assume automatically the Presidency in the event that the Presidency and Internal Vice-Presidency is permanently vacated.

d) **THE GENERAL SECRETARY**

1. Shall keep all journals and correspondents pertaining the activities of PNU-SG, and be the official custodian of all related records and papers of the PNU-SG.
2. Shall record the minutes and proceedings of the Executive Body.
3. Shall coordinate with other executive offices and units to establish and maintain complete and effective filing system.
4. Shall furnish official copy of memorandums, orders, circulars, resolutions, and others, approved by the Legislative Assembly to the Organization and Student Information Committee that shall be responsible to circulation. He/she shall be the sole official officer that can release official copy of the constitution to other entities outside the University.
5. Shall prepare agenda of meetings for Executive Body Officers and EXECOM meetings.
6. Shall establish program and system to obtain regular trimestral feedback from the student body.

7. Shall have the jurisdiction over all secretaries of the co- curricular clubs, interest clubs, University chapters of national organizations and homeroom organizations.

e) **THE FINANCE AND LOGISTIC OFFICER**

1. Shall be the principal budgetary officer of the PNU- SG
2. Shall make and present the proposed general appropriation or budget with the endorsement of the majority of the Executive Body Officers and submit it to the President, to be approved by the Legislative Assembly.
3. Shall keep detailed records all properties and financial expenditures of the PNU- SG.
4. Shall present a monthly, trimestral and annual financial and property account statements to the Legislative body and to the Commission on Audit.
5. Shall supervise the collection of the PNU- SG membership fee during the registration period.
6. Shall formulate and implement policies and procedures governing the financial resources of the PNU-SG.
7. Shall monitor fund-raising activities initiated by the offices under the Executive Body.
8. Shall be the co- signatories of the President to the Bank accounts/s of the PNU- SG.
9. Shall approve all loans as guaranteed by the debtor's advisers and recorded by the SWECOM Chairperson.

f) **The COMMITTEE CHAIRPERSON/S**

1. Shall head their respected committees
2. Shall be held accountable for the effective and dynamic functioning of their respective committees.

**Section 5.** Nature and Descriptions of the Executive Body Committees

**a) The Educational Research Committee (EDRC)**

1. Shall sponsor projects and activities that can help further increase student awareness and involvement in resolving problems and issues of local, sectoral, and national concerns.
2. Shall conduct researches to be used in improving or rectifying educational policies.
3. Shall provide projects and activities in assisting the PNU students lessen their burdens regarding academics.
4. Shall publish yearly research on Living Traditions and Indigenous Peoples Culture as support to the University's mandate as the Indigenous People's Education Hub.

**b) Operation Planning Committee (OPCOM)**

1. Shall conduct monthly, trimestral and annual inventories of all properties and equipment of PNU- SG.

2. Shall submit all the results of such monthly, trimestral and annual inventory to the Finance and Logistic Officer for recording purposes.
3. Must forward copies of committees' administrative request and recommendations to the office of the Executive Director and Provost of the Philippine Normal University North Luzon Campus concerning to the conditions of the schools facilities.
4. Shall schedule the use of all the facilities within the jurisdiction of the PNU-SG.
5. Shall submit recommendations to the President, of necessary equipment to be purchased and used for student activities.
6. Shall generate and coordinate plans with the president in solving arising problems on organizational operations.

**c) Organization and Student Information Committee (OSIC)**

1. Shall serve as medium for redress of grievances, problems, complains and proposals of the curricular clubs, interest club, university chapters of national organization and homeroom organization.
2. Shall serve as the coordinator of the activities of clubs and organizations.
3. Shall manage and disseminate information regarding projects activities of the executive body.
4. Shall establish a system in circulating memorandums, orders, circulars, resolutions and others, approved by the Legislative Assembly and released by the General Secretary.
5. Shall regulate and approve for posting student/students' posters walls statements and other sort of information – related materials.
6. Shall provide student's information and profile of accredited organizations to the Legislative Body's Organizations and Student Committee (OSIC).
7. Shall be in- charge in accreditations and reaccreditations of the students' organizations along with the Office of Student Services.
8. Shall provide supplementary trainings and education programs to the accredited student organizations.
9. Shall provide a database of information accounting all undergraduate students and their affiliated organizations.
10. Shall collect trimestral update of each organizations, recording projects undergone, resignations and administration restructuring, and other affairs that may be prescribed by law.

**d) SOCIO- CULTURAL COMMITTEE (SOCULCOM)**

1. Provide trainings, workshop and lectures to the various student organizations pertaining to arts and culture.
2. Shall spearhead projects and activities design to further develop students' potentialities pertaining to arts and culture.
3. Shall create, establish and spearhead cultural projects that upholds the mandate of the university as the Indigenous Peoples Education Hub.
4. Shall be updated of socio-cultural circulars and orders from the national government, and inform and recommend actions to the Student Government regarding this.

5. Shall coordinate with the President and the Vice President for External Affairs, linkages that may enhance its advocacies for the studentry.

**e) STUDENTS WELFARE COMMITTEE (SWECOM)**

1. Shall implement projects and form task force addressing solutions/ remedies to the problems concerning:

1.1 STUDENT WELFARE, with the following entities but not limited to:

- a. Mini Library
- b. Letters
- c. Student Loan
- d. Lost/ Found Articles
- e. Student Information Desk
- f. Medical Assistance
- g. Gender and Equality Issues
- h. Assistance for Prosecution of Criminal Cases

1.2 Faculty, administration and other school personnel – related to the studentry.

**Section 6.** No member of the Executive Body shall hold any other office or employment in other branches of the government, or any subdivision, agency, or instrumentality thereof, during his term without forfeiting his seat. Recognizing that club offices are the primary unit of the Legislative Body and the club president shall be an automatic representative thereof, he shall not hold presidency for accredited clubs and organization, otherwise be a member of the Judicial Body, and shall resign from them.

**Section 7.** The President may call a General Assembly in cases of major matters to be discussed and decided by the whole studentry (class and club presidents merged) or in event of a state of emergency. A General Assembly shall be called at least once per trimester.

**Section 8.** Qualifications of appointed members of each committee shall be prescribed by a code drafted and adopted by the Legislative Assembly.

**ARTICLE VIII**  
**THE LEGISLATIVE BODY**

**Section 1.** The Legislative power shall be vested in the Legislative Assembly which shall consist of one representative elected for each year level, and all the presidents of the accredited students organization.

a) The Legislative Assembly shall be defined as the supreme body for legislation made up of delegates from constituent organizations.

**Section 2.** 2.1. The regular election of the legislative members shall be held not later than second week of July.

2.2. In case of vacancy, a special election may be called to fill such vacancy, in a manner prescribed by law, however, the legislator elected shall serve only for the unexpired term.

**Section 3.** No member of the Legislative Assembly shall hold office unless he is a bona fide student of the university, a president of an Accredited Club/Organization (except with year representatives that is elected from a pool of candidates with/without existing position), has in-depth knowledge of the constitution and the nature of the work.

**Section 4.** Members of the assembly shall have the following powers, duties and responsibilities:

- 4.1. Report directly to their clubs or organization of matters discussed and decided in the assembly.
- 4.2. Attend and participate actively in Legislative Assembly sessions
- 4.3. Conduct regular consultations regarding academic and non-academic matters to his/her constituents.
- 4.4. Review existing policies and resolutions.
- 4.5. Study the PNU-SG constitution and the nature of the legislative work.
- 4.6. Pass resolutions and legislations that are of relevance to the studentry.
- 4.7. Be entitled to a copy of all minutes, bills, approved acts, resolutions, memorials, writs, orders, warrants, subpoena and others of such nature.

**Section 5.** The Legislative Assembly shall convene once a month for its regular session at any time, unless on situations by its judgment, deemed needed to occur on recurrent rate, to resolve an immediate problem. The President may call special session at any time.

**Section 6.** The Legislative Assembly shall elect its House Speaker, General Conveyor, General Secretary and Committee Chairpersons by majority votes of all its members.

- a) A majority (50% + 1) of the Legislative Assembly shall constitute a quorum to do business, but a smaller number may adjourn from day to day and may compel the attendance of absent members in such manner, and under such penalties, as house may provide.
- b) The Legislative Assembly shall determine the rules of its proceedings, punish its members for disorderly behavior and, with a majority vote, suspend or expel a member. A penalty of suspension shall not exceed in thirty (30) days.
- c) The Legislative Assembly shall keep a journal of its proceedings and from time to time publish the same, excepting such parts, as may in its judgment, may affect the welfare and security of the Student Government, the University, or the Studentry. The ayes and nays shall be entered in the journal.

**Section 7.** The elected officer of the Legislative Assembly shall have the following functions

**a) THE SPEAKER**

1. Shall be the Chief Legislative Officer of the Legislative Assembly.
2. Shall preside over the meetings, proceedings and dialogues during the session.
3. Shall preserve order and decorum during sessions, and in case of disturbance, take measures he/she may deem advisable.

4. Shall decide all questions of order.
5. Shall not vote except in case of a tie in the process of legislative election.
6. Shall receive periodic reports from all units and members of the Assembly.
7. Shall have administrative supervision to all Legislative Assembly committees.
8. Shall create ad hoc committees if deemed necessary.
9. Shall be an ex-officio member in all Legislative Assembly committees.
10. Shall be the official representative of the Assembly in functions that requires its presence.
11. Shall ensure the proper observance of the Rules of Procedure during sessions.
12. Shall appoint available and qualified legislators as members of Legislative Assembly committees.
13. Shall present bills and resolutions of the Assembly to the Executive Body, through the President, for approval.
14. Shall sign and affix seal of the PNU-SG on acts, resolutions, memorials, writs, orders and warrants, issue subpoena, and other duties prescribed by law.

**b) THE GENERAL CONVEYOR**

1. Shall assume the responsibility in the absence of the speaker.
2. Shall convene the Legislative Assembly.
3. Shall assume the authority to recognize and present all the proposals, comments and clarifications before the body, regarding the issues under process.

**c) THE GENERAL SECRETARY**

1. Shall call the roll of the Legislative Body members to the Legislative Assembly.
2. Shall coordinate and monitor the activities of the Legislative Assembly.
3. Shall present the proceedings of the previous session before the members of the Legislative Assembly.
4. Shall record and keep the minutes of the every session.
5. Shall be the official custodian of all related records and papers of the Legislative Assembly.
6. Shall prepare a clear and accurate report of activities of the Legislative Assembly.
7. Shall be in-charge of the journal of the Legislative Assembly.
8. Shall be the sole authorized person to furnish official, certified true and correct copy of acts, resolutions, memorials, writs, orders, warrants, subpoena, and others, to entities outside the Legislative Assembly, including all pertinent documents to be forwarded to the Executive Body, through the President.
9. Shall complete within five (5) days after the close of session, the printing and distribution of acts, resolutions, memorials, writs, orders, warrants, subpoena, and others of such nature.

**d) THE COMMITTEE CHAIRPERSONS**

1. Shall coordinate with the General Secretary on matters regarding their perspective committees.
2. Shall preside over the meetings of their respective committees.
3. Shall monitor the activities of their respective committees.
4. Shall establish linkages for different committees.

5. Shall initiate actions in making policies to fulfil the mandate of their respective committees.
6. Shall be responsible for the presentation of the General Program of Action of their respective committees before the Legislative Assembly.

**e) THE DEPUTY CHAIRPERSONS**

1. Shall assume the responsibility of the committee chairperson in case of the latter's absence or incapability.
2. Shall assist the committee chairperson on matters regarding their respective committees.

**f) THE COMMITTEES** are as follows:

1. Educational Development and Research Committee
2. Operations and Planning Committee
3. Organization and Student Information Committee
4. Socio- Cultural Committee
5. Students and Welfare Committee
6. Committee on Ethics
7. Committee on Finance

f.1. There shall be two special committees, namely the Committee on Accountability of Public Officers and the Commission on Appointments.

f. 1. A. The Committee on Accountability of Public Officers, otherwise known as the Blue Ribbon Committee will have investigative power over all PNU-SG entities and auditing power over the Commission on Audit.

f.1.A.1. The Committee shall be known as the Legislative Assembly's arm asked to investigate alleged wrongdoings of the government, its officials, and its attached agencies, including government owned and controlled corporations, should there is, in aid of legislation, that is, the primary purpose is the suggestion of new laws, or proposals of amendments to existing laws.

f.1.A.2. Members of the Committee shall be elected from the existing members of the Legislative Assembly. It shall consist a Chairman and two other law competent members.

f.1.A.3. The Committee shall only be activated if a case is filed in the Legislative Assembly as a court, and shall be investigated or tried in aid of legislation. From the submission of a case on session, the Assembly shall activate the committee and elect its members within three (3) days. Investigation shall start eventually after activation for a period of five (5) days. The Committee is given maximum of

fifteen (15) working/school days to perform trial, then publish results and legislative recommendation three (3) days thereof. The committee, may request extension to the House Speaker for a maximum of five (5) days, if so required.

f.1.A.4. Any member, or any student, through a member of the Legislative Assembly, may file a case of alleged wrongdoings of the government, its officials, and its attached agencies, including government owned and controlled corporations, in aid of legislation. The Legislative Assembly by a vote of ten percent (10%) of all its members may consider a case, and by a seventy five percent (75%) vote of a simple majority of its members, rendered conviction to the case.

f. 1. B The Commission on Appointments will be responsible for screening all appointees and nominees of the President.

f.1.B.1 The Commission on Appointments shall be composed of the House Speaker, as ex officio chairman, and five more legislators, one of which is the Chairperson on the Committee on Ethics.

f.1.B.2. The Chairman of the Commission shall not vote, except in case of a tie.

f.1.B.3. The Commission shall act on all appointments submitted to it within three (3) working days from submission. The Commission shall rule by a majority vote of all members.

f.1.B.4. The power of the Commission on Appointments is to approve and disapprove appointments submitted to it by the President. It must act on all such appointments, by a majority vote of all the members, within three (3) working days of Congress. The Commission on Appointments is, in a way, the representative of Congress vested with full authority to consider the nominations made by the President to the more important positions in the government. It is their responsibility to ensure that the appointment process is highly non-partisan.

f.1.B.5. Appointment shall be defined as the act of designation by the executive officer, board, or body to whom the power has been delegated ,of the individual who is to exercise the functions of a given office.

**Section 8.** No elected and appointed member (officer) of the Legislative Assembly shall hold any other office or employment in the Government, or any subdivision, agency, or instrumentality thereof, during his term without forfeiting his seat. Recognizing that class offices are the primary unit of the Executive body and that Class presidents are representatives in the EXECOM, he shall not hold Class Presidency or any position thereof, or otherwise handle position in the Judicial Body, and shall resign from them.

**Section 9.** The Legislative Assembly or any of its respective committees may conduct inquiries in aid of legislation in accordance with its duly published rules and procedure. The rights of persons appearing in or affected by such inquiries shall be respected.

**Section 10.** The records and books of accounts of the Assembly shall be preserved and be open to the public in accordance with law, and such books shall be audited by the Commission on Audit which shall published annually an itemized list of amounts paid to the expenses of the body.

**Section 11.** All appropriations bill shall originate exclusively in the Legislative Assembly.

11.1. Appropriation is an authorization made by law or other legislative enactment, directing payment out of government funds under specified conditions and/or for specified purposes. Appropriations could be Annual or General Appropriations (otherwise known as the Budget, sets aside annual expenses for the general operation of the government), Special or supplemental Appropriations (Appropriations not contained in the Budget), Specific Appropriation ( sets aside a named sum for the payment of a particular expense) and Continuing Appropriations ( provides definite sum to be always available from year to year, without the necessity to further legislative action, for the purpose appropriated even after the original amount have been fully spent. When the original amount is spent, a like amount is automatically appropriated for the original purpose).

11.2. Appropriations bill is a bill that aims to make appropriations of money from the public treasury.

**Section 12.** 12.1 The Assembly may not increase the appropriations recommended by the President for the operation of the Student Government as specified by the budget. The form, content, and manner of preparation of the budget shall be prescribed by law (An Administrative Code/ Executive Order shall be released in the process that shall govern budget policy and approach, preparation, authorization, execution and accountability and expenditure of appropriated funds).

12.2. No provision or enactment shall be embraced in the general appropriations bill unless it relates specifically to some particular appropriation therein. Any such provision shall be limited to operation it relates.

12.3. The procedure adopted for approving appropriations for other departments and agency shall be strictly followed and applied to the Assembly.

12.4. A special appropriations bill shall specify the purpose it is intended and shall be supported by funds available.

12.5. There shall be no transfer of appropriations. However, provided that savings are available, the President, the House Speaker, the Chief Judge, be authorized to augment any item in the general appropriations.

12.6. Discretionary funds appropriated for particular officials be disbursed only for public purposes to be supported by appropriate vouchers and subject to such guidelines as may be described by law.

12.7. If, by the end of any fiscal year, the Assembly shall have failed to pass the general appropriations bill for the ensuing fiscal year, the general appropriations law for the preceding fiscal year shall be deemed reenacted and shall remain in force and effect until the general appropriation bill is passed.

**Section 13.** Every bill passed by the Legislative Assembly shall embrace only one subject which shall be expressed in the title thereof, together with its corresponding authors.

13.1. A Bill shall be known as a draft of law submitted to the consideration of the Legislative Body for its adoption. Its parts shall be Title, Preamble (optional), Enacting clause (optional), Body, and Effectivity clause.

**Section 14.** No bill passed by the Legislative Assembly shall become law unless it has passed three (3) readings and printed copies thereof in its final form have been distributed to its members before its passages, except when the President certifies its necessity of its immediate enactment to meet state of urgency. Upon the last reading of a bill or resolution, no amendment thereof shall be taken thereafter and the ayes and nays be entered in the journal.

**Section 15.** Every bill passed to the Legislative Assembly shall, before it becomes a law be presented to the Executive Body, through the President. The President shall approve and sign it, otherwise the executive body through the President, shall veto it and return the same with his objections to the Legislative Assembly to where it originated, which shall enter the objections at large in its journal and proceed to reconsider it. If, after such reconsideration, majority (50% + 1) of all the members of the Legislative Assembly shall agree to pass the bill, the bill then automatically becomes a law regardless of the Executive veto. The Executive Body, through the President, shall act on every bill passed by the Legislative Assembly within Ten (10) days not including breaks, Christmas or Summer vacation after the receipt thereof, otherwise, it shall become a law as if the Executive Body, through the President, had sign it.

**Section 16.** The President shall have the power to veto any particular item or items in an appropriation bill, but the veto shall not affect the item or items to which he does not object.

- Section 17.** The Executive Body, through the President, shall submit to the Legislative Assembly within two (2) weeks after all the Executive Body Officers had took oath and assumed their post, as their basis of the general appropriation bill, a budget of receipts of expenditures.
- Section 18.** The Assembly shall draft and adopt the Election Code to be used by the Commission on Elections.
- Section 19.** The Assembly shall draft and adopt a Code to be used by the Commission on Audit.
- Section 20.** The Assembly shall draft and adopt a Complaint and Impeachment Code.
- Section 21.** The Assembly shall draft and adopt a Code for the qualifications of all appointees of the Student Government.
- Section 22.** The Assembly shall approve PNU-SG officers appointed for elected positions. Approval is by two thirds (2/3) vote.
- Section 23.** The Assembly shall enjoy fiscal autonomy.
- Section 24.** The Assembly shall sit as a court, and try and decide for case of constitutionality or questions of law filed against the Judicial Body.

## **ARTICLE IX**

### **THE JUDICIAL BODY**

- Section 1.** The judicial power shall be vested on the student jury.
- Section 2.** The student jury shall be in form of a Petit jury, composed of seven (7) jurors and three (3) judges.
- Section 3.** The student Jury shall have the following powers over:
- a) All cases in which constitutionality or validity of any agreement, order, act or law rule and regulations are in question. Except in event that case of constitutionality or question of law is involving the Judiciary. Cases as such shall be heard on trial session under the Legislative Assembly.
  - b) All cases in which only an error or question of law is in question.
  - c) Venue and place of trial
  - d) Promulgation of rules concerning pleadings, practice and procedure in the student court.
  - e) Civil and Criminal cases.
- Section 4.** The three judges, one of which is the Chief Judge, shall be nominated and appointed by the Executive Body, through the President, with the consent and approval of the Commission on Appointments. The three judges shall constitute the inner circle of the Judicial Body.

**Section 5.** The President shall appoint, with the consent and approval of the Commission on Appointments, Public Prosecution Officers, and a Court Secretary.

**Section 6.** The powers, duties and responsibilities of the appointees shall be:

6.1. Chief Judge

- a. Shall preside over all proceedings
- b. Shall be the spokesperson of the Judiciary.
- c. Shall work with the two other judges on a just sentence for the convicted.
- d. Shall be the one to read the sentence to the convicted.
- e. Shall be the one to represent the Judicial Body in functions that requires its presence.
- f. Shall give jury-instructions to the jury before deliberations.
- g. Shall sign and affix seal of the PNU-SG on documents involving the Judiciary.

6.2. Judges

- a. Shall work with the other two judges, including the Chief Judge, on the sentence for the convicted.
- b. Shall facilitate the “Challenge for Cause” and be alongside the legal representations of both parties.
- c. Shall assume post of the Chief Judge in the event that the office is permanently vacated, through an appointment by the President, with favorable consent of the Commission on Appointments.

6.3. Public Prosecution Officers (There shall be five appointed and competent Prosecution Officer).

- a. Shall represent legal cases against defendants that wronged the government, including criminal cases, representing a plaintiff.
- b. Shall represent a defendant in event of a criminal case, should ever the defendant has no capacity to hire a legal representation.
- c. Shall refuse to be hired for practice aside from the Student Government.
- d. Shall represent well-screened legal cases recommended by the SWECOM Chairperson as part of his public service. Provided that, a prosecutor is available to handle the case.

6.4. Court Secretary.

- a. Shall be the official custodian of all related records and papers of the Judicial Body.
- b. Shall keep record of all the proceedings and hearings in the court.
- c. Shall prepare a clear and accurate report of activities of the Judicial Body.
- d. Shall be in-charge of the journal of the Judicial Body.
- e. Shall receive cases filed before the court.
- f. Shall issue subpoenas for parties involved.
- g. Shall be the sole official person to issue authentic copies of documents originating from the judicial body.
- h. Shall complete within five (5) days after the close of session, the printing and distribution of written results and documents of hearings to involved parties.

**Section 7.** Qualifications of Judges, including the Chief Judge, Jurors, Public Prosecution Officers and Court Secretary shall be prescribed by a code drafted and adopted by the Legislative Assembly.

**Section 8.** 8.1. The seven jurors shall be drawn from an existing juror pool that is screened and predetermined as competent, neutral, just, and knowledgeable of the constitution and the nature of the work, yearly, by the Student Government, through the President.

8.2. The jury pool is completed through selection of three (3) to five (5) students, competent for the work, coming from the different undergraduate Department/Courses in the University, including General Education. The Jury pool for the school year shall be screened, completed and presented by the President to the Judicial body, through the three Judges, not later before the second week of August. Numbers of jurors per departments may decrease shall number of Department/Courses exceeds six (6) that shall constitute fifteen (15) minimum to thirty (30) maximum prospective jurors.

8.3. When a trial is announced, the 15-30 prospective jurors shall be called by the Court Secretary inside the courtroom to participate in voir dire, an oath to speak the truth in the examination testing competence of a juror (or in other cases, a witness). Afterwards, the prospective jurors shall be asked by the judge to answer a list of general questions such as name, family relationships, clubs and organizations, religion, time availability (for the anticipated length of trial) and several questions uniquely pertinent to the particular trial, to glean biases, experiences, or relationships that could jeopardize the proper course of the trial. Present also are the representations of the plaintiff and the defendant who may ask follow-up questions to some or all prospective jurors. Each side in the trial is allotted a certain number of challenges to remove prospective jurors from consideration ("Challenge for cause"). The judge calls out the names of the anonymously challenged prospective jurors and return to the pool for consideration in other trials. A jury is formed, then, of the remaining prospective jurors. Any prospective jurors not thusly impaneled return to the jury pool room.

8.4. The jury shall have a head juror called the "foreperson," or "presiding juror". The foreperson shall be selected by vote of the jurors. The foreperson's role includes communicating questions behalf of the jury to the judge, to facilitate jury discussions, and to read the verdict of the jury.

**Section 9.** Verdict to convict (to pronounce guilty or non-guilty) shall be given by the Jury and be responsible with the "questions of fact", with respect to particular grounds:

9.1 All cases involving constitutionality of agreements, orders, acts or laws shall be headed and, decided by the Student Jury sitting en banc, and declared unconstitutional with unanimous decision.

9.2. For civil cases, a majority vote shall constitute a verdict. The jury needs a minimum of 5 votes to constitute a verdict by majority.

9.2.1. Definition and grounds of a Civil Case. A civil case begins when a person or entity (such as student or the government), called the plaintiff, claims that another person or entity (the defendant) has failed to carry out a legal duty owed to the plaintiff. The plaintiff may ask the court to tell the defendant to fulfill the duty, or make compensation for the harm done, or both. Legal duties include respecting rights established under the Constitution

9.3. For criminal cases, a unanimous vote shall constitute a verdict. However, if a unanimous vote shall not be reached in five hours, a majority vote shall be applied. The jury needs a minimum of 5 votes to constitute a verdict by majority.

9.3.1. Definition and grounds of a Criminal Case. Crimes are considered offenses against the state, or studentry as a whole. That means that even though one person might murder another student, murder itself is considered an offense to everyone in the studentry. The government, on behalf of the Philippine Normal University North Luzon students, prosecutes the case through Public Prosecution Office if the person is charged with a crime. It is not the victim's responsibility to bring a criminal case.

- Section 10.** All jury deliberations shall be conducted in private, out of sight and hearing of the judge, litigants, witnesses, and others in the courtroom.
- Section 11.** Judges, including the Chief Judge, shall have no say in the jury deliberations, but jury-instructions are given by the Chief Judge in each case to the jury before deliberations.
- Section 12.** Sentence of the convicted shall be given by the Judges and be responsible with the “questions of law”, with respect to particular grounds:
- 12.1. Judges shall be unanimous to the sentence given to the convicted.
  - 12.2. Judges shall have legal grounds regarding the sentence.
  - 12.3. Judges shall be particular to the details of the sentence (period of duration, amount of compensation or penalty, location of detention and others)
- Section 13.** A trial shall commence within seven (7) days upon the filing of a case to the Judicial Body through the Court Secretary. There shall be four (4) trial sessions/ hearings, FIRST shall be the presentation of the case to both parties, SECOND shall be the presentation of case by the prosecutors, THIRD shall be the presentation of the case by the defendants, and FOURTH shall be the reading of the verdict by the jury and the sentence by the judges.
- Section 14.** The period within which a case or matter shall be decided or resolved from the date of its submission, shall be in minimum of ten (10) school days and a maximum of eighteen (18) school days.
- Section 15.** The Court Secretary shall issue a subpoena for the defendant, one (1) day after the case was filed. The court shall expect then a counter affidavit from the defendant. If the defendant fails to do so, the court shall file a non-guilty plea for the defendant on the fifth day and shall summon the defendant to show up on the first hearing.

- Section 16.** In event of a criminal case, the PNU-SG shall be the one to file a case against the defendant, and the prosecutor from the Public Prosecution Office (not the victim) files the case in court as a representative of the state.
- Section 17.** No student shall be appointed member of Judicial body unless he is a bona fide student of the PNU- North Luzon, proven to be competent and impartial, and has in-depth knowledge of the constitution and the nature of the work.
- Section 18.** No member of the Judicial body shall hold any other office or employment in the Government, or any subdivision, agency, or instrumentality thereof, during his term without forfeiting his seat. To assure impartiality to cases, he/she shall recognize Class Offices as primary unit of the Executive Body, and accredited clubs/organizations as unit of representations in the Legislative Assembly, where he/she shall not hold position and shall resign from them. This has limited jurisdiction to jurors.
- Section 19.** Every decision of the student court shall clearly state the facts and law/s in which it is based.
- Section 20.** The Judicial Body shall submit to the President and to the Speaker of the Legislative Assembly a report of the operation and the activities of the Judicial Body seven (7) days before the end of the trimester.
- Section 21.** The Judiciary shall enjoy fiscal autonomy.

## **ARTICLE X**

### **THE CONSTITUTIONAL COMMISSIONS**

#### **A. COMMON PROVISIONS**

- Section 1.** The Constitutional Commission in which shall be independent, are the Commission on Election (COMELEC) and Commission on Audit (COA).
- Section 2.** No member of the Constitutional Commission, shall, during his tenure, hold any other PNU-SG- Office (Executive, Legislative and Judicial).
- Section 3.** The tenure of each commissioner shall be in ten months or one complete school year (divided into two semesters/three semesters, flexible to any curriculum scheme implemented by the university)
- Section 4.** Each Commission sitting en banc may promulgate its own rules concerning pleadings and practice before it. Such rules, however, shall not diminish, increase or modify substantive rights.
- Section 5.** Each Commission shall decide, by majority vote of all its members, any case or matter brought before within seven (7) days from the date of its submission for decision or reduction. Unless otherwise provided by the constitution, any decision, order or ruling of

each commission may be brought to the student jury by the aggrieved party within seven (7) days from receipt of a copy thereof.

**Section 6.** Each Commission shall perform such other functions as may be provided by law.

**Section 7.** Each Commission shall enjoy fiscal autonomy.

## **B. COMMISSION ON ELECTIONS**

**Section 1.** There shall be Commission on Elections composed of Chairman and six Commissioners (consisting of a Secretary, Finance Officer, Head of the Board of Canvasser, and three (3) other Commissioners who should be bona fide students of Philippine Normal University North Luzon Campus, must not have been candidates for any elective position in the immediately preceding elections, not holding any failing mark, and with in-depth knowledge of the constitution and the nature of the work.

a) The Chairman together with the other officers of the Commission on Elections shall be appointed by the Executive Body through the President with the favorable consent of the Commission on Appointments.

a) The appointed COMELEC Chairman and Officers shall be based by the President from a pool of nominees from the outgoing COMELEC Commissioners.

b) The newly appointed Commissioners shall be considered by the President based on nomination of the existing Commissioners, that shall perform a screening prior to nomination.

c) Reappointing Commissioners that served the previous school year shall be considered by the President to ensure that Commissioners has in-depth and practical knowledge of the work, and that experienced Commissioners may train newly appointed Commissioners.

**Section 2.** The Commission on Elections shall exercise the following powers and functions.

a) Enforce and administer all rules, laws and regulations relative to the conduct of an elections, plebiscite, initiative, referendum and recall based on the Election Code.

b) Exercise exclusive jurisdiction all contests relating to the elections, returns and qualifications of all elective offices.

Decisions, final orders, or rulings of the Commission on election contests shall be final, executory and not appealable.

c) Decide, except those involving the right to vote, all questions, affecting, including determination of the number and location of polling places, appointment of election officials and inspectors, and registration voters.

d) Deputize, with concurrence with the President, agencies and instrumentalities for the exclusive purpose of ensuring free, orderly, honest, peaceful and credible elections.

e) Register political parties, organizations or coalitions which, in addition to the requirements, must present their platforms or program government, and accredit student arms of the Commission on Elections.

- f) Screen political candidates based on their leadership skills, notion of the constitution and nature of the office, psychological estate, and sound academic stability to ensure studentry of a well-screened and qualified candidates in every election. Screening shall be done in the presence of at least one representative from a political non-partisan organization of an accredited club/organization as watchdogs. In case of absence, a representative from the school publications shall be put to duty.
- g) File upon verified complaint/violations or in its own initiative, petition to the Student Jury and where appropriate, prosecute cases of violations of election laws, rules and regulations, including acts constituting election frauds, offenses and malpractices.
- h) Recommend to the Legislative Assembly effective measures to minimize election spending.
- i) Submit to the President and the Legislative Assembly a comprehensive report on the conduct of each election

**Section 3.** The Commission on Elections shall sit en banc and promulgate its rule of procedure in order to expedite cases, including pre- proclamation controversies. All such election cases shall be heard and decided by the Commission En Banc.

**Section 4.** The Commission may, during the election period, supervise or regulate the enjoyment or utilization of all franchises or permits for the operation of public utilities, media of communication or information, all grants, special privileges, or concessions granted by the government or any subdivision, agency or instrumentality thereof including any government-owned or of any kind. Such supervision or regulation shall aim to ensure equal opportunity, time, and space, and the right to reply, including reasonable, equal rates therefore, for public information campaigns and forums among candidates in connection with the objective of holding free, orderly, honest, peaceful, and credible elections.

**Section 5.** No pardon or sentence for violation of election laws, rules and regulations shall be granted by the President without the favorable recommendation of the Commission.

**Section 6.** During elections, recognizing the state of the commission as an independent body, announcements and proclamation papers shall be posted on SG Bulletins with no prohibition by the government, or any subdivision, agency or instrumentalities thereof, with any intention to delay, manipulate or disorganize the process. Provided, that the Commission is acting in connection with the objective in holding free, orderly, honest, peaceful and credible elections.

**Section 7.** The Commission shall guarantee equal protection of interests and opportunities between candidate/s of political parties and independent candidate/s.

**Section 8.** Funds certified by the Commission as necessary to defray the expenses for holding regular and special elections, plebiscites, initiatives, referenda and recalls, shall be provided in the special appropriation and once approved shall be released automatically upon verification by the

Chairman of the Commission.

### C. COMMISSION ON AUDIT

**Section 1.** There shall be a Commission on Audit composed of a Chairman and a two (2) Commissioners, who should be bona fide students of Philippine Normal University North Luzon Campus, must not have been candidates for any elective position in the immediately preceding elections, not holding any failing mark, and with in-depth knowledge of the constitution and the nature of the work.

- a) The Chairman and the Commissioners shall be appointed by the Executive Body, through the President, with the consent and approval of the Commission of Appointment.
- b) The appointed COA Chairman shall be based by the President from a pool of nominees from the outgoing COA Chairman/Commissioners.
- c) The newly appointed Commissioners shall be considered by the President based on nomination of the existing Commissioners, which shall perform a screening prior to nomination.
- d) Reappointing Commissioners that served the previous school year shall be considered by the President to ensure that Commissioners has in-depth and practical knowledge of the work, and that Experienced Commissioners may train newly appointed Commissioners.

**Section 2.** The Commission on Audit shall have the power, authority and duty to examine, audit and settle accounts pertaining to the revenue and receipts of, and expenditures of uses of student funds and properties, owned or held in trust by or pertaining to the PNU – SG or any of its subdivisions, agencies and instrumentalities and on a post-audit basis checks offices with fiscal autonomies. It shall keep the general account of the PNU SG and preserved the vouchers and other supporting paper pertaining there to.

- a) The commission shall have exclusive authority subject to limitations in this article to define the scope of its audits and examination, establish the techniques and methods required thereof, promulgate accounting and auditing rules and regulations, including those for the prevention and disallowance of irregular, unnecessary, excessive and/ or extravagant expenditures of Student Government funds and properties.

**Section 3.** The Commission on Audit shall have the power and jurisdiction over the following:

- a) The Executive Body
- b) The Legislative Boy
- c) The Judicial Body
- d) The Constitutional Commissions

**Section 4.** No law shall be passed exempting the above mentioned entities in Section 3 from the jurisdiction of the Commission on Audit.

**Section 5.** The Commission shall submit to the President and to the Legislative Assembly, seven (7) days before the end of the trimester a report covering the financial condition and

operation of the PNU- SG and entities in Section 3 subject to its audit and recommended measures necessary to improve their effectiveness and efficiency. It shall submit such other reports as may be required by law.

**Section 6.** The Commission shall publish final copy of report and furnish each copy thereof to class presidents. Provided, that the Student Government has a publication, it shall be published thereof with objectivity and accuracy.

## ARTICLE XI

### **ACCOUNTABILITY OF STUDENT GOVERNMENT OFFICERS**

**Section 1.** All officers of the Student Government shall at all times be accountable to the studentry whom they must serve with outmost responsibility, integrity, loyalty, efficiency, justice and professionalism.

**Section 2.** All elected and appointed officers of the Executive Body, Judicial Body and Constitutional

Commission may be removed from office on impeachment for: conviction of culpable violation of this constitution, bribery, graft and corruption, dishonesty, neglect of duty, betrayal of student trust and other forms of misconduct reiterated but not limited to the Complaint and Impeachment Code to be drafted and adopted by the Legislative Assembly.

**Section 3.** The Legislative Assembly shall have the sole power and authority to try and decide all cases of impeachment.

- a) Verified complaint for impeachment may be filed by any member of the Legislative Assembly or by any student upon resolution of endorsement by any member thereof.
- b) The Legislative Assembly shall try a case in a period of three (3) sessions within seven (7) working days from the filing of the impeachment case.
- c) The Legislative Assembly by a vote of ten percent (10%) of all its members may consider a complaint for impeachment and by a seventy five percent (75%) vote of a simple majority of its members, render conviction to the case.
- d) The Legislative Assembly from being an aid for legislation shall seat as court on impeachment trials. However, when the President is on trial, the Chief Judge of the Judicial Body shall preside but shall not vote.

**Section 4.** Suspension upon impeachment – A person impeached by the impeachment body shall be suspended from office until acquitted or found guilty. If the Student Government President is impeached, the student body Vice President for Internal Affairs shall act as President.

**Section 5.** Effect of conviction – Judgment in cases of impeachment shall not extent further than removal from office and disqualification from holding any office/position within the PNU SG. Judgment of conviction in cases of impeachment shall remove the offender from office and, at the discretion of the Legislative Assembly, may include disqualification to hold any elected or appointed Student Government office in the future. Conviction or acquittal shall not affect the civil or criminal responsibility of the person.

## ARTICLE XII

### TERMS AND VACANCIES

**Section 1.** The term of office of all elected and appointed PNU SG officers shall be one school year. (Divided into semesters or trimesters, flexible to any curriculum scheme implemented by the university, including summer breaks that shall be used for trainings, seminar, review of constitution, and other preparations)

**Section 2.** The term of office shall observe the following directives:

- a. A term for a newly elected Executive Body Officer shall start after oath, in the Office of the Judicial Body inner circle, on the first Monday of March after elections, and shall expire the first Monday of March a year after.
- b. A term for newly elected Legislative Body Officer shall start after assuming posts in July (after winning election and taking oath in the Office of the Judicial Body inner circle), and shall expire on the first day of May, after all major appointments approved by the Commission on Appointment.
- c. The newly elected president shall appoint, through favorable consent of the Commission on Appointment, major appointments (Constitutional Commissions, and Judicial Body appointments and other entities prescribed by law), not later than April 15 of the immediate summer break. Other set of appointments for executive and judicial positions shall be done not later than the second week of August, after completing new set of officers in the Commission on Appointment. All appointees shall have a term that shall expire on the 15th day of April of the immediate summer break.

**Section 3.** Office of the Executive Body

- a) In case of vacancy in the office of the President, the Vice- President for Internal Affairs shall automatically assume office.
- b) In case/s of vacancies in the office/s of the Vice- President for External Affairs, General Secretary, and the Finance and Logistic Officer, the Chairpersons elected in the Executive Body shall assume office/s vacated.
- c) In case of vacancy/ies in the office/s of the chairperson/s, the candidate/s who obtained the next highest vote/s during the last general election shall assume the office/s.
- d) In case no person specified by law is available to assume position, the President may appoint a qualified student to assume position, with favorable consent of the Commission on Appointments, only in event of temporary vacancy. Shall permanent vacancy exist, an special election shall be conducted.

**Section 4.** Regarding vacant offices in the Judicial Body and Constitutional Commissions, the Executive Body through the President, shall appoint new officers for the said body/ies, with favorable consent of the Commission on Appointments.

**Section 5.** The Legislative Assembly

- a) In case of permanent vacancy/ies in the position/s of the Speaker, the General Conveyor, the Secretary and the Chairpersons, the Legislative Assembly shall elect new officer/s for the vacated position/s.
- b) In case of vacancy/ies in the position/s in the seat of a Legislative Assembly member, the candidate who obtained the highest votes during the last general elections shall assume office. This shall only be applied to the Year Representatives.

### **ARTICLE XIII**

#### **SYSTEM OF ELECTION**

**Section 1.** There shall be separate election for the Legislative Assembly and the Executive Body.

- a) Election for the sets of officers of the Executive Body shall be held every February, not later than its second week.
- b) Election of the Year Representatives to the Legislative Assembly shall be held every month of July, not later than its second week.

**Section 2.** The officers of the Executive Body shall be elected at large by all qualified voters of the undergraduate school.

**Section 3.** Every candidate for the office in the Executive Body and Legislative Assembly must pass the following qualifications.

- a) Must not have any failing grade in Academic subject as of the last summer.
- b) A non-working student.
- c) A bonafide student of the Philippine Normal University.

**Section 4.** The officers of the Executive Body and Legislative Assembly shall be elected in accordance with the provision of the Electoral Code.

### **ARTICLE XIV**

#### **GENERAL PROVISIONS**

**Section 1.** A simple majority (50% + 1) of the members is necessary to constitute a quorum.

**Section 2.** The name of the Executive Body, the Legislative Assembly, Judicial Body, and the Student Government as a whole shall not be used for unjust, anti-student, anti-people and selfish ends.

**Section 3.** The sessions of the Legislative Assembly is open to all interested students who wants to listen and observe. Provided that, the students observe proper behavior, and does not constitute harm to the security of the Assembly.

**Section 4.** The Student Government Office Building shall be utilized by the Student Government Officers, solely for the purposes of effective service governance to the majority of the PNU Studentry.

**Section 5.** The PNU SG shall take responsibility and obligations in assuring PNU students' right to be heard, consulted, and be taken as active and direct participant to the University affairs.

**Section 6.** The President of the Executive Body, the Speaker of the Legislative Body, the Chief Judge of the Judicial Body and the Chairmen of the Constitutional Commissions shall write their memoirs at the end their term, putting in writing their experiences in governance, the obstacles they have encountered, and the strength of their jobs, weaknesses, analysis, evaluation and synthesis. This will be handled to the next official, who will occupy this vital position in the Student Government.

**Section 7.** 7.1. Resignation- Any appointed member by the President of the PNU-SG that wishes to resign must notify the House Speaker/ Chief Judge/Chairman/Chairperson whom they report to as head of their office and submit a written statement of intent/ valid reasons subject to the President.

7.1.1. For all appointees of the President, the President shall be the one to consider the resignation, with favorable consent of the Commission on Appointments.

7.2. Any elected members of the PNU-SG that wishes to resign must notify the President/ House Speaker/Chairman whom they report to as head of their body and submit a written statement of intent/ valid reasons subject to the Legislative Assembly.

7.2.1. A two thirds (2/3) majority vote of all the members of the Legislative Assembly shall be necessary for the approval of the resignation.

**Section 8.** Seminars, Trainings and Workshops-The Student Government shall advocate avenues that all its officers be well-trained in the name of service. Opportunity to seminars shall be properly distributed to the three branches. Should three slots be available, one slot each shall be given to each heads of the three branches. Provided, that the seminar/training/workshop do not reiterate specific persons to attend and act as delegate/s of the school. Should ever that there are more than three slots, 50% of extra-available slots shall be allocated to the Executive Body, 30% to the Legislative Body and 20% to the Judicial Body. In case that slots is less than three, the President and the Vice President for External Affairs shall attend.

## **ARTICLE XV**

### **TRANSITORY PROVISIONS**

**Section 1.** The First general election of the Executive Body shall be held not later than the second week of February 1997.

**Section 2.** The Executive Body shall convene not later than the second (2<sup>nd</sup>) week of February 1997.

- Section 3.** The first convention of the Legislative members shall be held on the second week of July. The convention shall take its main agenda the election of officers of the Legislative Assembly and the preliminary discussion of budget appropriation of the student fund.
- Section 4.** The terms of office of the executive Body Officers in the first election shall be until February 1998 not later than its second week.
- Section 5.** The terms of office of the Legislative members of the Legislative Assembly under its first convention shall be until June 1998 not later than its fourth (4<sup>th</sup>) week.
- Section 6.** The Executive Body, through the SWECOM, will work for the insurance coverage of the students of PNU to any insurance agency. Should this be confirmed, it will be included in Article VII, Section 4, letter e, Number 1.1 of this Constitution.
- Section 7.** The existing Supreme Student Council (SSC) shall hold on to their office until the first general elections under this constitution.
- Section 8.** The commission on Elections referred herein this Constitution in the existing University Electoral Committee (UNILEC).

## **ARTICLE XVI** **AMMENDMENTS**

- Section 1.** Any proposal to amend or revise this Constitution maybe made and proposed by the Legislative Assembly upon a vote of three forth (3/4) of all its members.
- Section 2.** Any amendments to, or revision of this Constitution, shall be valid when ratified by a majority after approval of such amendments or revision.

## **ARTICLE XVII** **EFFECTIVITY**

- Section 1.** This Constitution shall take effect two (2) days after the approval of the majority of all students of PNU- NL in a plebiscite.

Approved by the members of the 1997 Constitutional Commission this fourteen day of January 1997 at the Room 108, Abuan Building, Philippine Normal University, Aurora, Alicia, Isabela.

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This Act named S.A. Bill 001 School Year 2014-2015 was finally passed by the Student Assembly on the 30<sup>th</sup> day of February 2015, Student Government Building, Philippine Normal University- North Luzon, Aurora, Alicia, Isabela.