



Republic of the Philippines
COMMISSION ON ELECTIONS
VULNERABLE SECTORS OFFICE (VSO)



Title : **Request for the creation of IP established precincts for AVC or SPP at [name of proposed voting center]**

Sitio/Barangay :

Municipality :

Province :

Region :

Tribe :

Name of EO :

No. of :

affected IP

voters :

Date

	Requirements and Attachments ¹	Remarks
	a) Petition or request letter from the Indigenous Peoples, coursed through the sitio leaders, the council of elders, or any existing structure of authority within the community	
	b) Barangay Resolution/s, if any/applicable	
	c) Conduct of Public Hearing/Consultative Meeting ²	
	➤ Notice Public Hearing/Consultative Meeting	
	➤ Minutes of Public Hearing/Consultative Meeting (with attendance sheet)	
	➤ Photos during the conduct of Public Hearing/Consultative meeting	
	d) Written consent on the transfer of polling place ³	
	➤ Certification of the Election Officer on the authenticity of the signatures on the consent forms	
	e) Accomplished Supplementary Data forms for purposes of establishing the identity of the voter as a member of IP community	

¹ Pursuant to COMELEC Resolution No. 11075, or Rules and Regulations on the Establishment of Indigenous Peoples (IP) Established Precincts for Accessible Voting Centers (AVCs) and Separate Polling Places (SPPs) for the May 12, 2025 National and Local Elections (2025 NLE), BARMM Parliamentary Elections (BPE), and the Succeeding Elections.

² Section 154 of the Omnibus Election Code.

³ Section 4 of Republic Act No. 8189 provides that “[t]he precinct assignment of a voter in the permanent list of voters shall not be changed or altered or transferred to another precinct without the express written consent of the voter.”



Republic of the Philippines
COMMISSION ON ELECTIONS
VULNERABLE SECTORS OFFICE (VSO)



	<p>➤ Certification of the Election Officer on the authenticity of the signatures on the Supplementary Data forms</p>	
	<p>f) Conduct of Ocular Inspection</p>	
	<p>➤ Certification of Ocular Inspection of the voting center where the Separate Polling Place (SPP) or Accessible Voting Center (AVC) shall be established</p>	
	<p>➤ Photos of Ocular Inspection</p>	
	<p>➤ Letter or Certification from the concerned DepEd Official or administrator signifying consent for the use of a (class)room, school building or any other structure as a voting center or polling place.</p> <p>In cases where a Tribal Hall shall be used as a voting center or polling place, Certification from the Punong Barangay of the subject barangay signifying the use of the Tribal Hall as an AVC or SPP.</p>	
	<p>g) Certification from the Office of the City/Municipal Engineer stating or attesting to the estimated distances a) between the present voting center and proposed AVC/s or SPP/s, 2) between the community/sitio of the affected IP voters and the proposed AVC/s or SPP/s, and 3) between the community/sitio of the affected IP voters and the present voting center</p>	
	<p>h) Certification from the City/Municipal Police Office, to further certify that there is peace and order in the subject area of the proposed voting center</p>	
	<p>i) A certification from the City/Municipal Police Office, to further certify that there is peace and order in the subject area of the proposed voting center</p>	
	<p>j) Proposed renumbering of precinct/s of SPP/AVC</p>	
	<p>k) Proposed Barangay Precinct Map/s</p>	