



Republic of the Philippines  
**COMMISSION ON ELECTIONS**  
Manila

**MODIFIED GUIDELINES AND PROTOCOLS IN THE LOWERING OF THRESHOLD IN CONNECTION WITH THE MAY 12, 2025 NATIONAL AND LOCAL ELECTIONS, AND BARMM PARLIAMENTARY ELECTIONS.**

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Chairman

Commissioner

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Promulgated: April 8, 2025

**RESOLUTION NO. 11129**

**WHEREAS**, the Commission promulgated Resolution No. 11102<sup>1</sup>, titled, "GENERAL INSTRUCTIONS ON THE CONSTITUTION, COMPOSITION AND APPOINTMENT OF THE BOARD OF CANVASSERS (BOC); CONSOLIDATION/CANVASS; AND TRANSMISSION OF VOTES IN CONNECTION WITH THE MAY 12, 2025 NATIONAL AND LOCAL ELECTIONS (NLE), AND BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO (BARMM) PARLIAMENTARY ELECTIONS."

Pursuant to the powers vested in it by the Constitution of the Republic of the Philippines, BP Blg. 881 (Omnibus Election Code), Republic Act (R.A.) No. 8436 as amended by R.A. No. 9369<sup>2</sup> and other election laws, the Commission hereby promulgates modified guidelines and protocols in the lowering of threshold, as contained in **Annex "D" of Resolution No. 11102 [CONSOLIDATION AND CANVASSING SYSTEM (CCS) PROCEDURE/ PROTOCOL FOR CANVASSING]**:

**SEC. 1.** Item IV, B (2), (3) and (4) of Annex "D" of Resolution No. 11102 now hereby reads as follows:

<sup>1</sup> Promulgated January 22, 2025.

<sup>2</sup> AN ACT AMENDING REPUBLIC ACT NO. 8436, ENTITLED "AN ACT AUTHORIZING THE COMMISSION ON ELECTIONS TO USE AN AUTOMATED ELECTION SYSTEM IN THE MAY 11, 1998 NATIONAL OR LOCAL ELECTIONS AND IN SUBSEQUENT NATIONAL AND LOCAL ELECTORAL EXERCISES, TO ENCOURAGE TRANSPARENCY, CREDIBILITY, FAIRNESS AND ACCURACY OF ELECTIONS, AMENDING FOR THE PURPOSE BATAS PAMPANSA BLG. 881, AS AMENDED, REPUBLIC ACT NO. 7166 AND OTHER RELATED ELECTIONS LAWS, PROVIDING FUNDS THEREFOR AND FOR OTHER PURPOSES"



2. Even if not all of the expected results have been received but said results will no longer affect the result of the election in a particular position, the BOC shall perform the following procedures:

- a. Upon motion by a party-in-interest to lower the threshold, and with the concurrence of the majority of the BOC, the latter may seek the approval of the Commission through the **Regional Election Director**. In no case shall the result be lowered than ninety percent (90%) of all the results.
- b. The members of the BOC should be required to accomplish a form in duplicate. For such purpose, a form containing the following should be provided:
  - i. the position involved;
  - ii. the margin between the top two (2) candidates in a single-slot office or the lead of the last candidate assured of a seat from the next candidate in multi-slot office, based on the received results; and
  - iii. the precincts whose results are lacking and total number of registered voters in these precincts.
- c. One copy of the above-described form should be submitted to the Commission through the **Regional Election Director** who may approve the lowering of the threshold while the other copy be form part of the records of the BOC.
- d. Any violation of the foregoing conditions shall constitute precipitate canvassing and those responsible thereof should be made administratively accountable, without prejudice to any criminal action that may be instituted thereafter.
- e. **The Information Technology Department (ITD) shall provide the Regional Election Directors the necessary passwords on election day.**
- f. **The Regional Election Director shall within twenty-four (24) hours report all approved lowering of thresholds to the PMO through the Command Center, by furnishing a copy of the approval to <ebad.admin@comelec.gov.ph>.**

3. The BOC shall lower the threshold. For this purpose, the CCSO shall:

- a. Click on the logout icon at the top right corner of the screen. A message *"Are you sure you want to logout?"* with YES and NO buttons will be displayed. Select the "YES" button;
- b. The Login screen will be displayed. Enter the SPECIAL USER credential and click on LOGIN button;
- c. The SETTING THRESHOLD screen will be displayed which contains the columns for "List of Positions", "Total No. Of Registered Voters", "Total No. Of Voters Who Actually Voted", and the "OTP Code";



- d. Under the OTP Code column, click on the LOCK icon corresponding to a position to be lowered. The LOWERING OF THRESHOLD REQUEST window will be displayed;
  - e. **Contact the Regional Election Director** for the One-Time Pin (OTP). Enter the generated OTP pin to the provided text box;
  - f. Enter the adjusted total number of voters who actually voted in the corresponding input field for the "TOTAL NO. OF VOTERS WHO ACTUALLY VOTED" column;
  - g. For other positions to be lowered, repeat the steps from [d] to [f]. Then click on the "SAVE" button after setting the lowered threshold;
  - h. The USER AUTHENTICATION window is displayed with message, *"Please insert valid token."*, for the 1 of 2 BOC members to authenticate.
  - i. The first BoC member shall insert his/her USB token. The system shall display the message, *"Please, enter username and token password"* corresponding to the USB token. The BOC member shall enter his/her username and token password and click on the NEXT button;
  - j. The second USER AUTHENTICATION is displayed with message, *"Token validated successfully. Please insert another valid token"* for the 2 of 2 BOC members to authenticate. Remove the first USB token;
  - k. The second BOC member shall insert his/her USB token. The system shall require again the username and token password corresponding to the inserted USB token with the message, *"Please enter username and. token password."* The BOC member shall enter his/her username and token password and click on the NEXT button;
  - l. The system shall display the message, *"All token validated successfully."* Click on the CONFIRM button to continue. Remove the second USB token;
  - m. The SUCCESS window is displayed with message, *"Request completed successfully."* Click on the OK button to close;
  - n. Log-out the SPECIAL USER by clicking on the logout icon on the top right corner of the screen. A confirmation message, *"Are you sure you want to logout?"* with YES and NO buttons will be displayed. Click the "YES" button.
4. The BOC shall generate the COC after successfully lowering the threshold. For this purpose, the CCSO shall:
    - a. After logging-out as SPECIAL User, log-in using the Chairperson user credential; and
    - b. To generate the CERTIFICATE OF CANVASS (COC), repeat steps from [B-a] to [B-n].

**SEC. 2. Effectivity and Dissemination.** – This Resolution shall take effect after its publication in two (2) daily newspapers of general circulation in the Philippines.

The Education and Information Department (EID) shall cause the publication of this Resolution and shall furnish copies thereof to all Regional Election Directors, Provincial Election Supervisors, Election Officers and Boards of Canvassers nationwide.

**SO ORDERED.**



**GEORGE ERWIN M. GARCIA**  
Chairman



**AIMEE P. FEROLINO**  
Commissioner



**REY E. BULAY**  
Commissioner



**ERNESTO FERDINAND P. MACEDA, JR.**  
Commissioner



**NELSON J. CELIS**  
Commissioner



**MARIA NORINA S. TANGARO-CASINGAL**  
Commissioner



**NOLI R. PIPO**  
Commissioner

**CERTIFICATION**

**APPROVED** by the Commission *En Banc* on **08 April 2025**.



**CONSUELO B. DIOLA**

Director IV  
Office of the Commission Secretary

This Resolution can be verified at this number (02)85272987; email address [comsec@comelec.gov.ph](mailto:comsec@comelec.gov.ph).