



REPUBLIC OF THE PHILIPPINES
SECURITIES AND EXCHANGE COMMISSION
The SEC Headquarters
7907 Makati Avenue, Salcedo Village,
Barangay Bel-Air, Makati City, 1209, Metro Manila

COMPANY REG. NO. 64598

CERTIFICATE OF FILING OF AMENDED BY LAWS

KNOW ALL PERSONS BY THESE PRESENTS:

THIS IS TO CERTIFY that the Amended By-Laws of the

GEODETIC ENGINEERS OF THE PHILIPPINES INCORPORATED

copy annexed, adopted on June 24, 2023 by majority vote of the Board of Trustees and by the vote of at least two-thirds of the members of the corporation, and certified under oath by the Corporate Secretary and a majority of the said board was approved by the Commission on this date pursuant to the provisions of Section 47 of the Revised Corporation Code of the Philippines, Republic Act No. 11232, which took effect on February 23, 2019, and copies thereof are filed with the Commission.

IN WITNESS WHEREOF, I have set my hand and caused the seal of this Commission to be affixed to this Certificate at The SEC Headquarters, 7907 Makati Avenue, Salcedo Village, Barangay Bel-Air, Makati City, 1209, Metro Manila, Philippines, this 18th day of December, Twenty Twenty Four.


DANIEL P. GABUYO
Assistant Director
SO Order 1188 Series of 2018

MGT/bds

eSPAYSEC

1 message

no-reply@sec.gov.ph <no-reply@sec.gov.ph>
To: nationalgep.1975@gmail.com

Thu, Dec 28, 2023 at 3:42 PM

This is to confirm that your online payment transaction was successfully processed.



The SEC Headquarters
7907 Makati Avenue, Salcedo Village,
Barangay Bel-Air, Makati City , 1209, Metro Manila

Payment Confirmation

eOR Number	20231228-PM-0233134-86
Transaction Number	20231228121212800110170326559284929
Payment Date	December 28, 2023 03:42 PM
Amount Paid	P1,040.00
<i>Total amount indicated herein does not include the convenience/service fee of the selected payment channel.</i>	
<p style="text-align: center;">Click here to electronic Official Receipt You may print or save the electronic Official Receipt for future reference</p>	

(This is a system-generated message. Please do not reply directly to this email.)



Machine Validation:

VALID UNTIL: FEBRUARY 11, 2024



Republic of the Philippines

DEPARTMENT OF FINANCE
SECURITIES AND EXCHANGE COMMISSION
The SEC Headquarters
7907 Makati Avenue, Salcedo Village,
Barangay Bel-Air, Makati City, 1209



PAYMENT ASSESSMENT FORM

No. 20231228-9791365

DATE 12/28/2023	RESPONSIBILITY CENTER CRMD
PAYOR: GEODETIC ENGINEERS OF THE PHILIPPINES INCORPORATED METRO MANILA	

NATURE OF COLLECTION	QUANTITY	ACCOUNT CODE	AMOUNT
Amended By Laws		4020102000 (606)	1,000.00
Legal Research Fee (A0823)		2020105000 (131)	10.00
Documentary Stamp Tax	1	4010401000 (4010401)	30.00
----NOTHING FOLLOWS----			

TOTAL AMOUNT TO BE PAID	Php 1,040.00
Assessed by: mgaterrado	Amount in words: ONE THOUSAND FORTY PESOS AND 00/100
Remarks:	

PAYMENT OPTIONS

- Online payment thru eSPAYSEC at
 - <https://espaysec.sec.gov.ph>
- Over the Counter Payments at any LandBank branch nationwide

BREAKDOWN SUMMARY

FUND ACCOUNT	AMOUNT	ACCOUNT #
SEC RCC Current Account	1,000.00	3752-2220-44
SEC BIR - DST	30.00	3752-2220-60
SEC BTR Account - LRF	10.00	3402-2319-20
TOTAL	Php 1,040.00	

NOTES:

- The Payment Assessment Form (PAF) is valid until FEBRUARY 11, 2024.
- Accepted modes of payment at Landbank branches:
 - Cash
 - Manager's/Cashier's Check payable to the Securities and Exchange Commission
- For check payment, please prepare separate Manager's checks per fund account as indicated on the breakdown summary.
- For over the counter payment at LandBank:
 - Print 2 copies of PAF, 1 Client Copy, 1 LandBank copy
 - Accomplish the onColl Payment slip per fund account as indicated on the breakdown summary.
Use the correct Fund Account and Account No. and provide the below information:
 - Reference Number 1 - PAF No.
 - Reference Number 2 - Name of Payor appearing on the PAF
 - Present OnColl Payment Slip, together with the PAF, to the LandBank Teller
- You may generate the electronic official receipt (eOR) by visiting <https://espaysec.sec.gov.ph/eor>
 - Payment thru ESPAYSEC – eOR available upon payment
 - LandBank OTC - eOR available within two (2) business days after the payment
- ANY ALTERATIONS WILL INVALIDATE THIS FORM

AMENDED BY- LAWS

GEODETIC ENGINEERS OF THE PHILIPPINES, INCORPORATED

INTEGRATED AND ACCREDITED PROFESSIONAL ORGANIZATION
(Under R. A. 8560, Article V, Section 25)

ARTICLE I - NAME, DOMICILE, OBJECTIVES AND PROGRAM THRUSTS

Section 1. Name of Organization. The name of this Organization shall be the "GEODETIC ENGINEERS OF THE PHILIPPINES INCORPORATED (GEP)."

Section 2. Domicile. The official domicile shall be in 43 MARIVELES STREET BARANGAY STR. TERESITA, QUEZON CITY, METRO MANILA PHILIPPINES (AS AMENDED ON JUNE 24, 2023)

Section 3. Objectives. The objectives consistent with the purposes provided in the Association shall be as follows:

- a. To administer a duly integrated and government accredited national organization of Geodetic Engineers;
- b. To foster the advancement of knowledge, and the practice of geodetic engineering;
- c. To foster and maintain on the part of its members high ideals of moral and professional integrity, conduct, learning and professional competence;
- d. To safeguard professional interest of members;
- e. To foster and strengthen close relationship with national and international professional, technical, academic and scientific groups;
- f. To foster and cultivate closer fellowship and camaraderie among members; and
- g. To cooperate closely with government, non-governmental organizations and other civil society groups in carrying out national development programs and projects.

Section 4. Program Thrusts. The program thrusts of the Association are as follows:

- a. To organize, operate and maintain a duly integrated and government accredited national organization of Geodetic Engineers;
- b. Formulate, develop and implement continuing and competency-based education and training programs;
- c. Enforce the Code of Ethics duly adopted by the organization;
- d. Formulate and adopt standards of practice of geodetic engineering;

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- e. Forge and maintain partnership with government, non-governmental organizations and other civil society groups in carrying out national development programs and projects;
- f. Prepare and disseminate learning and other information materials relevant to the practice of the profession and updates on government policies;
- g. Acquire assets needed in pursuit of the objectives of the Association; and
- h. Other thrusts consistent with the objectives as defined under Section 3 of this Article.

ARTICLE II - MEMBERSHIP

Section 1. New Members. Upon registration with the Professional Regulation Commission (PRC), a Geodetic Engineer shall automatically become a member of the organization pursuant to the provisions of Republic Act (RA) No. 8560, as amended by RA No. 9200. The oath of membership shall be made in a manner duly prescribed by the Board of Governors.

Section 2. Application for Membership. Duly registered Geodetic Engineer shall file application for membership at the Regional Division where his/her domicile or principal place of business is located.

Section 3. Types of Membership. There shall be three (3) types of membership in the Association. These are as follows:

- a. Regular members are those duly registered Geodetic Engineers;
- b. Lifetime members are those regular members who have applied and have complied with requirements as determined by the Board of Governors; and (Date of Meeting June 24, 2023)
- c. Honorary members are those non-Geodetic Engineers who have rendered remarkable contributions to the advancement of the profession and in pursuance to the objectives of the Association subject to approval, guidelines and criteria formulated by the National Board. (Date of Meeting June 24, 2023)

Section 4. Members of Good Standing. A member of good standing is one who:

- a. Is a holder of a valid PRC Identification Card; and state;
- b. Has attained the required Continuing Professional Development (CPD) credit units but not limited to participation in conventions/conferences and attendance in technical sessions/fora and shall have attended at least (2) conventions namely: Chapter Convention, Regional Convention, Area Assembly, and National Convention per year; (Date of Meeting June 24, 2023)

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Reference: National Board Resolution No. 11, Series of 2003-2004

- c. Has settled all financial obligations such as, but not limited to, annual dues, contributions, GEP survey fees and clearance fees as defined by the organization; and
- d. Has not been found guilty of any administrative and judicial charges by authorized entities or courts of law; and
- e. Has not been found guilty of any violations of the provisions of the Constitution and By-Laws, Code of Ethics, Code of Geodetic Engineering, standards of practice of geodetic engineering, and other existing rules and regulations of the organization.

A member may be issued a Certificate of Good Standing by the Regional Division concerned upon compliance with the above-cited requirements; copy furnished the Board of Governors. (Date of Meeting June 24, 2023)

Section 5. Suspension, Expulsion and Termination of Membership. Suspension, expulsion and termination of membership shall be governed by the following:

- a. The Board of Directors after due notice and hearing may suspend a member for violation of any of those enumerated under Section 4 by two-thirds (2/3) votes in a meeting called for that purpose where a quorum is present. However, such order of suspension maybe appealed within 15 days from receipt thereof to the Board of Governors for review. The decision of the Board of Governors shall be immediately executory;
- b. The Board of Directors after due notice and hearing may expel a member after conviction of an offense involving moral turpitude, conduct unbecoming and other acts inimical to the organization by two-thirds (2/3) votes in a meeting called for that purpose where a quorum is present. However, such order of expulsion maybe appealed within 15 days from receipt thereof to the Board of Governors for review. The decision of the Board of Governors shall be immediately executory; and
- a. The Board of Directors shall terminate a member due to:
 - 1. Resignation, death, or revocation of professional license;
 - 2. Failure to "register with the GEP and pay the membership fee and Annual due and other dues authorized by its By Laws." (PRC Board Resolution No. 04 Series of 2003)

Section 6. Reinstatement of Membership. A member maybe reinstated by the Board of Governors upon formal application and compliance with all requirements as defined under Section 4 and payment of reinstatement fees that may be imposed by the National Board. (Date of Meeting June 24, 2023)

ARTICLE III - ORGANIZATIONAL STRUCTURE

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Section 1. Levels of Organizational Structure. The organization shall consist of three (3) structural levels, namely: National Directorate, Regional Divisions and Area Assemblies. The Regional Divisions shall form and administer Provincial and or City Chapters. The National Board may form an OFW Chapter subject to guideline and approval. (Date of Meeting June 24, 2023)

Section 2. Recognition and Accreditation of Other Associations. As the duly integrated accredited national organization of registered Geodetic Engineers, the GEP may recognize and accredit other associations or groups engaged in specific branch or field of geodetic engineering.

Section 3. Administrative Coverage of Regional Divisions. The administrative coverage of the Regional Divisions shall be as defined based on the Integrated Reorganization Act of 1972 and other subsequent laws, or as maybe determined by the Board of Governors subject to the ratification of the National Directorate.

- a. The Regional Division shall be composed of the members of the organization whose domicile and/or principal place of business are/is located within the confines of a particular region, as above defined in Section 3 hereof; and
- b. A City and or Provincial Chapter shall be composed of the members of the organization whose domicile and/or principal place of business are/is located within a particular City/Province;

Section 4. Area Assemblies. There shall be four (4) Area Assemblies whose administrative coverage is as follows:

- a. North Luzon Area Assembly comprising of Regional Divisions I, II, III, and CAR;
- b. South Luzon Area Assembly comprising of Regional Divisions IV, V, and NCR;
- c. Visayas Area Assembly comprising of Regional Divisions VI, VII, and VIII; and
- d. Mindanao Area Assembly comprising of Regional Divisions IX, X, XI, XII, XIII and BARMM. (Date of Meeting June 24, 2023)

Note: Please refer to Republic Act No. 11054 "An Act Providing for the Organic Law for the Bangsamoro Autonomous Region In Muslim Mindanao"

Section 5. Composition of National Directorate. The National Directorate shall be composed of the following:

- a. Board of Governors;
- b. Past National Presidents;

251 Executive Vice-President, Vice-President for North Luzon, Vice-President for South
252 Luzon, Vice-President for Visayas, Vice-President for Mindanao, an Auditor, an
253 Executive Secretary, a Treasurer and a Public Relations Officer. The Officers shall be
254 elected by the new Board of Governors after the election of the members of the Board.
255

256 In case of a tie between two or more nominees, there shall be a revote on those
257 candidates garnering the same number of votes. In case of a tie, after a revote, the
258 candidates concerned will toss coin. (Date of Meeting June 24, 2023)
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260 Section 3. Duties and Responsibilities of the Board of Governors. The duties of the
261 Board of Governors shall be as follows:
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- 263 a. The National President shall act as the Chief Executive Officer of the
264 Association. As maybe delegated to him by the Board of Governors, he/she
265 shall preside as Chairman in all meetings of the Board and National
266 Directorate. He/she shall execute all resolutions of the Board. He/she shall
267 have the general supervision of the internal and external affairs and
268 management of assets and properties of the organization, and over its several
269 officers and employees. He/she shall submit to the Board as soon as possible
270 after the close of each fiscal year, and to the National Directorate at each
271 annual meeting, a complete report of the operations of the organization for
272 the proceeding administrative year;
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- 274 b. The National Executive Vice-President shall have such powers and perform
275 such duties as the Board of Governors may from time to time prescribe. In
276 case of absence or inability of the President, the Executive Vice-President
277 shall exercise the powers and discharge the duties of the President;
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- 279 c. National Vice-Presidents for North Luzon, South Luzon, Visayas and
280 Mindanao. The Vice-Presidents for each Area shall act as the official
281 representatives of all regional divisions and chapters within their respective
282 areas of jurisdiction;
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- 284 d. The National Executive Secretary shall keep the minutes of all meetings of
285 the National Directorate and the Board of Governors, and of all committees,
286 in a book kept for that purpose. He/she shall keep the official seal of the
287 organization, and when authorized by the Board of Governors, to affix such
288 seal to any document or instrument requiring the same. He/she shall keep a
289 roster and directory of all members and a record of all the activities of the
290 organization. He/she shall prepare the agenda, send notices, handle the
291 correspondence of the National Directorate and the Board of Governors and
292 perform such other duties as the Board may assign;
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- 294 e. The National Treasurer shall be in charge of the funds, receipts, and
295 disbursements of the organization upon direction of the National Board.
296 He/she shall deposit all moneys and other valuables of the organization in
297 such bank or banks as the National Board of Governors may designate.
298 He/she shall render to the President and/or to the National Board of
299 Governors, whenever required, an account of the latest financial status of
300 the organization and of all transactions made by him as National Treasurer.

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He/she shall keep correct books of accounts of all transactions of the organization. All checks paid out or indorsed by the organization shall be signed by the Treasurer, countersigned by the President. He/she perform such other duties as the Board may assign;

- f. The National Auditor shall, in conjunction with the monthly financial report of the National Treasurer, conduct a monthly audit of all the incomes, acquisitions, expenses, transaction and liabilities of the organization. He/she may render a report of his findings to the Board. He/she shall perform such other duties which the Board may assign;
- g. The National Public Relations Officer shall take charge of all the internal and external public relations matters with the end in view of getting wide publicity of all the activities of the organization and projecting a wholesome public image of the organization; and
- h. The immediate Past National President shall be an ex-officio member of the Board of Governors, without voting powers.

Section 4. Area Council. The Area Council shall be composed of an Area Chairman, Vice-Chairman, Secretary, Treasurer, Auditor, the Presidents of the regional division within the Area and the Immediate Past Area Chairman as the Ex-Officio. The Area Chairman, Vice-Chairman and Auditor shall be elected from among the members attending the Assembly. The Secretary, Treasurer shall be appointed by the Area Chairman duly ratified by the Council members. The incumbent Area Chairman shall preside in the annual Assembly while the newly elected Chairman shall be the nominee in the election of the members of the Board of Governors in the succeeding National Directorate Meeting. The newly elected Area Chairman may appoint other officers necessary to ensure the success of the Area Assembly. (Date of Meeting – June 24, 2023)

Section 5. Duties and Responsibilities of the Chairman and Vice-Chairman. The duties of the Chairman and Vice-Chairman of an Area Council shall be read as follows:

- a. The Chairman shall be the presiding officer of the Area Council. He/she shall be responsible for the convening of the annual Area Assembly. He shall initiate and encourage inter-Regional Division meetings in order to cultivate constancy in the pursuit of attainment of the objectives of the Association. He/she shall submit a comprehensive report to the Board of Governors and the National Directorate covering the administrative year; He/she shall render, during the regular meeting of the National Board, a quarterly report of all the activities, plans and programs implemented and initiated on the particular Area under his/her jurisdiction; (Date of Meeting June 24, 2023) and
- b. The Area Vice-Chairman of the Area Assembly shall assume all the duties and responsibilities of the office of Area Chairman in case of vacancy.

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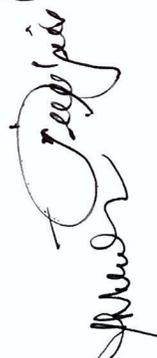
Section 6. Regional Divisions. The management of the Regional Division shall be vested upon the Board of Directors. It shall be composed of 11 members who are elected during the annual regional meeting/convention of the Regional Division. (Date of Meeting June 24, 2023)

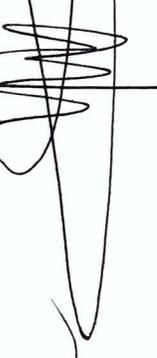
The elected members of the Board of Directors shall elect from among themselves a Regional President who shall act as Presiding Officer, a Regional Vice-President, a Regional Executive Secretary, a Regional Treasurer, a Regional Auditor, and a Regional Public Relations Officer. The immediate past Regional President shall be an ex-officio member of the Board of Directors. In case of vacancy in the office of the Regional President, the Regional Vice-President shall automatically assume the vacated office; in case of vacancy in any other office, the Board of Directors shall elect a successor from among the members of the Division to fill the vacancy. The Regional Division in any particular Area, through their Board of Directors, shall extend administrative and financial support to the Area Council in all efforts to ensure the successful convening of the Area Assembly.

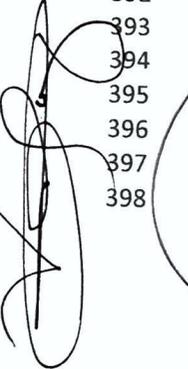
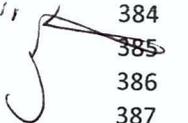
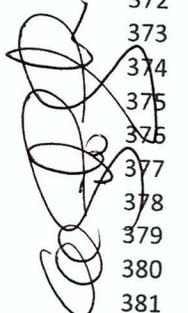
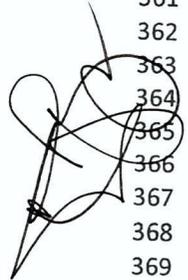
Section 7. Duties and Responsibilities of the Board of Directors. The duties and responsibilities of the Office of the Regional Division shall be as follows:

- a. The Regional President shall act as the Chief Executive Officer of the Regional Division. He/she shall preside in the meetings of the Board of Directors. He/she shall perform duties and responsibilities inherent in the Office of the Regional President. He/she shall submit annual and monthly progress reports covering the operations and activities of the Regional Division to the members of the Region, the Area Council, Board of Governors and National Directorate;
- b. The Regional Vice-President shall, in case of absence or inability of the Regional President, exercise the powers and discharge the duties of the President. He/she shall perform such other duties as the Board of Directors may assign from time to time;
- c. The Regional Executive Secretary shall record and file the minutes of all the meetings of the Regional Division and the Board of Directors. He/she shall keep a roster and directory of all members and record of activities of the Regional Division. He/she shall prepare the agenda, send notices, handle correspondence of the Regional Division and the Board of Directors, and perform such other duties which the Board may assign;
- d. The Regional Treasurer shall act as the custodian of all funds and assets of the Division. He/she shall be responsible for the collection of all fees and dues from all members and all other accounts due and payable to the Regional Division. He/she shall keep and maintain a true, proper and accurate recording of all funds, assets, liabilities and other financial operations of the Division. He/she shall perform other duties which the Board may assign to him/her. He/she shall submit a monthly financial report to the Board; copy furnished the Board of Governors.





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- e. The Regional Auditor shall conduct, in conjunction with the report of the Treasurer, a monthly audit of all the incomes, acquisitions, expenses and liabilities of the Division. He/she may render a report of his/her findings to the Board. He/she shall perform other duties which the Board may assign; and
- f. The Regional Public Relation Officers shall take charge of all internal and external public relation matters with the end in view of getting wide publicity of all the activities of the Regional Division and projecting a wholesome public image of the organization.

Section 8. Provincial and City Chapters. The management of the City or Provincial Chapters shall be vested in a Board of Officers composed of eleven (11) members who shall be elected during its annual meeting. (Date of Meeting June 24, 2023)

The elected members of the Board of Officers shall elect from among themselves a Chapter President who act as the presiding officer, a Chapter Vice-President, a Chapter Executive Secretary, a Chapter Treasurer, a Chapter Auditor, and a Chapter Public Relation Officer. The immediate past Chapter President shall be an ex-officio member of the Chapter Board of Officers. In case of vacancy in the Office of the Chapter President, the Chapter Vice-President shall automatically assume the vacated office; in case of vacancy in any other office, the Board shall elect from among the members of the Chapter the officer to fill the vacancy. The City or Provincial Chapter in any particular Division, through its Board of Officers shall extend administrative and financial support to the Regional President in the convening of the annual Regional Division meeting to ensure its success.

Section 9. Duties and Responsibilities of the Chapter Officers.

- a. The Chapter President shall be the Chief Executive Officer of the City or Provincial Chapter. He/she shall preside in the meetings of the Board of Officers. He shall perform all the duties and functions inherent in the Office of the Chapter President. He/she shall submit an annual report on the operations and activities of the Chapter to the Chapter members on the last meeting before the expiration of the term of office of the Board of Officers;
- b. The Chapter Vice-President shall have such powers and perform such duties as the Board of Officers may from time to time prescribe. In case of absence or inability of the Chapter President, the Chapter Vice-President shall exercise the powers and discharge the duties of the President;
- c. The Chapter Executive Secretary shall record and file the minutes of all the meetings of the Chapter and the Board of Officers. He/she shall keep a roster and directory of all the members and record of all the activities of the Chapter. He/she shall prepare the agenda, send notices, handle correspondence of the Chapter and the Board of Officers and perform other duties which the Board may assign;
- d. The Chapter Treasurer shall be the custodian of all the funds and properties of the Chapter. He/she shall be responsible for the collection of all fees and

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dues from all members and all other accounts due and payable to the Chapter. He shall keep and maintain a true, proper and accurate recording of all funds, assets and liabilities of the Chapter. He shall perform other duties which the Board may assign. He/she shall submit a monthly financial report to the Board;

- e. The Chapter Auditor shall conduct a quarterly audit of all the incomes, acquisitions, expenses and liabilities of the Chapter. He/she shall submit a quarterly report of his findings to the Board. He/she shall perform other duties which the Board may assign to him; and
- f. The Chapter Public Relation Officer shall take charge of all internal and external public relation matters with the end view of getting wide publicity of all the activities of the Chapter and projecting a wholesome public image of the organization.

Section 10. Vacancies in Office.

- a. In case of vacancy in the Office of the National President, the Executive Vice-President shall automatically assume the office; in case of vacancy in the Office of the Executive Vice-President or any other office in the Board, the Board shall elect a successor from among the remaining members to fill the vacant position and shall serve the remaining unexpired term.
- b. In case of vacancy in the Office of the Area Chairman/National Vice President, the Vice Chairman shall automatically assume the office; in case of vacancy in the Office of the Vice Chairman in the Council, the Council shall elect a successor from among the remaining members to fill the vacant position and shall serve the remaining unexpired term.
- c. In case of vacancy in the Office of the Regional President, the Regional Vice-President shall automatically assume the office; in case of vacancy in the Office of the Regional Vice-President or any other office in the Board, the Board shall elect a successor from among the remaining members to fill the vacant position and shall serve the remaining unexpired term.
- d. In case of vacancy in the Office of the Chapter President, the Chapter Vice-President shall automatically assume the office; in case of vacancy in the Office of the Chapter Vice-President or any other office in the Board, the Board shall elect a successor from among the remaining members to fill the vacant position and shall serve the remaining unexpired term.
- e. In case of vacancy of a member of a Board or Council, the Board or Council concerned shall proceed to elect and fill the vacancy from among the qualified members of the corresponding structural level defined in Article III Section 1.
- f. In case the Vice President/Vice Chairman in any level is disqualified to assume the office of the President/Chairman due to prohibitions on concurrent capacity under Section 11, the President/Chairman shall be

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elected from among the remaining members to fill the vacant position and shall serve the remaining unexpired term. (Date of Meeting June 24, 2023)

Section 11. Concurrent Capacity. No officer of this organization shall hold simultaneously the position of National, Regional and Chapter President.

ARTICLE VI – ADMINISTRATIVE YEAR / TERM OF OFFICE

Section 1. Administrative Year. Commences on 1st day of July to 30th day June of the succeeding year.

Section 2. Terms of Office. The tenure of office in the Board of Governors, Area Assembly, Regional Division, Provincial and City Chapters shall be for a term of one (1) year as defined under section 1 of this article.

Section 3. Hold Over Capacity. In the event that no successors are elected into office, the incumbent sets of officers shall continue holding office.

ARTICLE VII – MEETINGS AND CONVENTIONS

Section 1. Annual Meetings and Conventions. The annual meetings and conventions shall be called for the purpose of election of officers, reporting, fellowship, and advancement of knowledge, among others.

- a. National Directorate – Thursday of the first week of June of each year in Metropolitan Manila or in any other place in the country which maybe decided upon by the delegates in the preceding Annual National Directorate Meeting.
- b. Area Assembly - not earlier than the sixteenth (16th) day of October or not later than the fifteenth (15th) day of December of each year in any place within the area which maybe decided upon by the delegates in the preceding Annual Area Assembly.
- c. Regional Convention - not earlier than the first week of February or not later than the first week of June of each year in any place within the region which maybe decided upon by the delegates in the preceding Annual Regional Convention.
- d. Chapter Convention - Not earlier than the first (1st) day of January or not later than the fifteenth (15th) day of February of each year in any place within the chapter which maybe decided upon by the delegates in the preceding Annual Chapter Convention.

In cases where the host of national, area, regional and provincial meetings or conventions withdraws its hosting, the Board of Governors, Area Council, Regional/Chapter Board of Directors as the case maybe, are empowered to decide.

Section 2. Regular Meetings. The Board of Governors shall hold regular monthly meetings every first (1st) Saturday of the month.

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The Area Council shall hold regular quarterly meetings at such date, time and place as they may prescribe.

The Board of Directors of the Regional Divisions and the Board of Officers of the Chapters shall hold regular monthly meetings at such date, time and place as their respective Board may prescribe.

Section 3. Special Meetings. Special meetings of the National Directorate maybe called by the National President or upon a written joint petition by at least three (3) Regional Divisions through its Board of Directors fifteen not less than (15) days before the date. Date of Meeting June 24, 2023

Special meetings of the Board of Governors maybe called by the National President or upon the written request of at least three (3) Governors.

Special meetings of the Area Council maybe called by the Council Chairman or upon written request of at least three (3) Council Members.

Special meetings of the Board of Directors of a Regional Division maybe called by the Regional President or upon the written request of at least three (3) Directors.

Special meetings of the City or Provincial Chapter maybe called by the City or Provincial Chapter President or upon a written request of at least three (3) Officers.

Section 4. Quorum. A quorum for any meeting of the members of the Board of Governors, Board of Directors, Provincial and City Board of Officers shall consist of a majority of the members, and a majority of such quorum shall decide any question at the meeting, save and except in those matters where the Corporation Law requires the affirmative vote of a greater proportion. In all plenary meetings of the Area Assemblies and Regional Divisions, twenty percent (20%) of the total number of members, or fifty members in attendance, whichever is lower, shall constitute a quorum. In the annual meeting of the National Directorate, twenty percent (20%) of the total number of members of the organization as a whole, or a minimum of one hundred fifty (150) delegates in attendance shall constitute a quorum.

Section 5. Convention Program. The order of business at the annual meetings shall include the following: (a) Opening Ceremonies; (b) Technical Sessions; (c) Business Meeting; and (d) Closing Ceremonies.

Section 6. Notice of Meeting. Notice of the time and place of annual and special meetings of the members shall be given either personally or by mail, addressed to each member of record at the official address left by such member with the Secretary of an organizational level at least fifteen (15) days before the date set for meeting. The notice of every special meeting shall state briefly the purpose of the meeting and no other business shall be acted upon at such meeting except by the consent of all members present at such meeting.

Section 7. Participation in Board Meetings Through Remote Communication; Directors or trustees who cannot physically attend or vote at board meetings can participate and

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vote through remote communication such as videoconferencing, teleconferencing, or other alternative modes of communication that allow them reasonable opportunities to participate. However, directors or trustees cannot attend or vote by proxy at board meetings.

The organization may issue its own internal procedures for the conduct of board meetings through remote communication or other alternative modes of communication to address administrative, technical and logistical issues.

Reference: Section 4, SEC Memorandum Circular No. 6, Series of 2020 (Date of Meeting June 24, 2023)

ARTICLE VIII – REVENUE AND FINANCIAL MATTERS

Section 1. Fiscal Year. The fiscal year shall be from July 1 to June 30 of the succeeding year.

Section 2. Annual Budget. The annual budget which incorporates the expected revenues and projected expenses shall be prepared in all levels of the Association at the start of their respective terms.

Section 3. Sources of Funds. The funds for the operation and maintenance of the Association is such as may from time to time be received from membership fees, annual dues, proceeds of from the implementation of programs, and contribution, donation, endowment, grants in cash or in kind from the government or private persons or institutions, as may from time to time be received by deed, grant, devise, bequest or gift.

- a. Membership fees shall be fixed by the Board of Governors after prior consultation with all the Regional Board of Directors, and approval by the majority of the Regional Board of Directors. It shall be paid by a new member upon his/her receipt of a notification of acceptance of his/her application for membership;
- b. The annual dues of all the members shall be fixed by the Board of Governors after prior consultation and approval by the majority of the Regional Board of Directors. It shall be paid on or before the annual meeting of the Regional Division; The annual dues shall cover the administrative period/year from July 1 to June 30 of the succeeding year; (Date of Meeting June 24, 2023)
- c. The organization through any of its four (4) organizational level may accept philanthropic donations or contributions from any party whose moral integrity is beyond question; and
- d. Donations and grants in cash or in kind received from any third party by any of the four (4) organizational levels shall be considered the exclusive property of the donee/ association.

Section 4. Fund Sharing. The sharing of funds of the Association shall be as follows:

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- a. Forty percent (40%) of the membership fees shall be remitted monthly by the Regional Divisions to the National Treasurer. Sixty percent (60%) of the membership fee shall be retained by the Regional Treasurer for its Regional Division; and (Date of Meeting June 24, 2023)
- b. The Regional Treasurer shall remit forty percent (40%) of the annual dues to the National Treasurer, five percent (5%) of the annual dues to the Chapter Treasurer, monthly and the remaining fifty five percent (55%) shall be retained by the Regional Division. (Date of Meeting June 24, 2023)

Section 5. Reporting System. All financial reports shall be made in a format adopted and/or prescribed by the Board of Governors. The submission of financial reports shall be as follows:

LEVEL OF ORGANIZATION	SUBMIT/PRESENT TO	DEADLINE
Chapter	Board of Directors	25th day of the current Month
Board of Directors	Board of Governors	End of the current month
Board of Governors	Directorate	1st Saturday of the succeeding month

ARTICLE IX – PENAL PROVISION

Section 1. A violation of any provision of these By- Laws shall be ground for reprimand, suspension, expulsion and/or termination of membership from this organization. (Date of Meeting June 24, 2023)

ARTICLE X – MISCELLANEOUS PROVISIONS

Section 1. Amendments. Any amendment or revision of these By- Laws maybe proposed by the Board of Governors, Area Assemblies, Regional Division, City or Provincial Chapters. Such amendments or revision shall be passed by the Board of Governors, subject to ratification by two thirds (2/3) of the voting delegates present during the Annual/Special National Directorate Meeting, called for the purpose. All members of the National Directorate shall be notified at least thirty (30) days before the meeting or convention. (Date of Meeting June 24, 2023)

Section 2. Repealing Clause. All policies, resolutions, rules and regulations, and covenants or parts thereof contrary and inconsistent with this By-laws and such extant laws of the Republic of the Philippines are hereby repealed or modified accordingly.

Section 3. Adoption Clause. This By Laws was adopted and signed by the majority of all the members during the GEP National Convention held at 'Dakak, Dapitan on June 2, 2006

Section 4. Effectivity. This By-Laws shall take effect 30 days from approval by the Securities and Exchange Commission.

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709	Rolando Nath S. Pada	<u>01369945</u>	<u>01-03-07 / Manila</u>
710	President		
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713	Ferdinand G. Quilop	<u>12918015</u>	<u>03-12-07 / Bacolod City</u>
714	Vice President		
715			
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718	Gilbert P. Palacol	<u>13973553</u>	<u>01-02-07 / Ilocos Sur</u>
719	Exec. Secretary		
720			
721			
722	Cecilio S. Reyes	<u>06138690</u>	<u>01-09-07 / Pinalacan</u>
723	Treasurer		
724			
725			
726	Virgilio I. Rigodon	<u>15786314</u>	<u>01-22-07 / Antipolo</u>
727	Auditor		
728			
729			
730	Asisclo A. Macaraig	<u>04389720</u>	<u>01-02-07 / Naga City</u>
731	P.R.O.		
732			
733			
734	Alexander L. Jacob	<u>12624432</u>	<u>01-09-07 / Manila</u>
735	Sgt. At Arms		
736			
737			
738	Ralph c. Pablo	<u>04816492</u>	<u>01-12-07 / Tuguegarao</u>
739	Governor		
740			
741			
742	Reuel T. Pintor	<u>15330331</u>	<u>02-06-07 / Cebu City</u>
743	Governor		