



Central Student Government

Holy Name University

Central Student Government Office, Holy Name University Main Building,
corner Lesage and Gallares Streets, 6300 Tagbilaran City, Bohol, Philippines

LEGISLATIVE DEPARTMENT

Resolution No. 1 Series of 2012 -2013

**A RESOLUTION MANDATING THE EXECUTIVE AND JUDICIAL DEPARTMENTS,
COMMISSION ON AUDIT, ELECTORAL COMMISSION OF THE CENTRAL STUDENT
GOVERNMENT AND THE LOCAL GOVERNMENT UNITS TO SUBMIT
THEIR RESPECTIVE ADMINISTRATIVE RULES AND REGULATIONS ON JULY 27, 2012
THAT SHALL COMPOSE THE ADMINISTRATIVE CODE OF 2012**

WHEREAS, the Central Student Government (CSG) of Holy Name University (HNU) aims to have a systematic and effective guide in its structural, functional and procedural principles and rules of governance designed to serve the students;

WHEREAS, the Executive and Judicial Departments, Commission on Audit, Electoral Commission and the respective Local Government Units have convened to create their respective Administrative Rules and Regulations;

WHEREAS, the Administrative Rules and Regulations of the Executive and Judicial Departments, Commission on Audit and Electoral Commission shall have full jurisdiction as to which format they shall follow;

WHEREAS, the Administrative Rules and Regulations of the Respective Local Government Units shall follow but not limited to the format indicated below:

Article 1. Name and Domicile – this shall contain the name and the purpose of the document.

Article 2. LGU Logo – this shall contain the Logo and a brief interpretation of the different symbols being used therein.

Article 3. Local Executive Department – this shall specify the composition, number, functions and responsibilities, regular meetings of the Local Executive Department and the procedure it employs in the checking of attendance during activities.

Article 4. Local Legislative Council - this shall specify the composition, number, functions and responsibilities, and regular meetings of the Local Legislative Council.

Article 5. Internal Rules of the Local Government Unit

WHEREAS, the Administrative Rules and Regulations of the Executive Department, the Judicial Department, Commission on Audit, Electoral Commission and the respective Local Government Units shall be completed and furnished to the Fourth Student Congress on the fourth Friday of July;

WHEREAS, failure to comply with this resolution shall subject the heads of the mentioned Departments and Constitutional Commissions to impeachment as it would mean his/her gross negligence of duty as stated in the 2010 CSG Constitution;

Organization Affiliations:



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WHEREAS, the Administrative Code of 2012 shall be composed of the finalized Administrative Rules and Regulations of the Executive Department, the Judicial Department, Commission on Audit and Electoral Commission consolidated with the other Administrative Rules and Regulations of the Legislative Department and LGUs of the CSG;

NOW, THEREFORE, be it resolved that the Executive Department, the Judicial Department, Commission on Audit, Electoral Commission and the Local Government Units shall create their respective Administrative Rules and Regulations.

WHEREFORE, be it resolved finally that the Executive Department, the Judicial Department, Commission on Audit, Electoral Commission and the Local Government Units of Holy Name University for the Student Administrative Year 2012-2013 shall create their respective Administrative Rules and Regulation with copies of this resolution furnished to the Department/Commission Heads and posted in conspicuous areas of the University five (5) days after its complete publication.

UNANIMOUSLY ADOPTED: **JULY 13, 2012**

I hereby certify to the correctness of the foregoing resolution.

MS. WYNDE MARIE M. TOREON
Secretary, 4th Student Congress

ATTESTED:

HON. LEO NIÑO O. MANIWANG
Presiding Officer, 4th Student Congress

APPROVED:

HON. VINCENT LOUIE A. RAOTAOT
President, Central Student Government

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