



REPUBLIC OF THE PHILIPPINES
COMMISSION ON ELECTIONS
Intramuros, Manila

2102-096

ELECTION AND BARANGAY AFFAIRS DEPARTMENT
Precincts and Voting Centers Division

MEMORANDUM

TO : ALL ELECTION OFFICERS/ACTING ELECTION OFFICERS

THRU : ALL REGIONAL ELECTION DIRECTORS/
ACTING REGIONAL ELECTION DIRECTORS

: ALL PROVINCIAL ELECTION SUPERVISORS/
ACTING PROVINCIAL ELECTION SUPERVISORS

FROM : THE DIRECTOR IV

SUBJECT : Guidelines in the Preparation or Updating of Barangay Precinct
Maps Re Approved Transfer/Change/Correction of
Names/Addresses/Locations of Voting Centers

DATE : February 4, 2021

In compliance with Section 4 of R.A No. 8189¹, please find herein below, guidelines for the preparation of updated Barangay Precinct Maps (BPMs) relative to approved Request for Transfer/Change/Correction of Names/Addresses/Locations of Voting Centers:

1. Secure a Barangay Map from the concerned Local Government Unit (LGU) through the Municipal/City Planning Development Office/Council or the Municipal/City Engineering Office;
2. Using the Barangay Map as reference, prepare the Barangay Precinct Map as follows:
 - a. Delineate the precinct territories of all original/mother precincts using natural or man-made boundaries (roads/streets, alleys, trails, rivers, creeks, or irrigation canals);
 - b. Reflect in the territory of mother precincts their spin-off/ daughter precincts;
 - c. Plot the voting center/s in their proper location/s, indicating their name/s. For other schools not being used as voting center/s, no need to indicate their names in the BPM;
 - d. For barangays using voting center/s located in **another barangay**, indicate anywhere in the BPM the name of the voting center/s, its exact location/s or address/es, and the distance of the voting center from the residences of the voters of the barangay. In this case the EO need not submit the BPM of the barangay where the voting center is located unless said barangay is also included in the request;

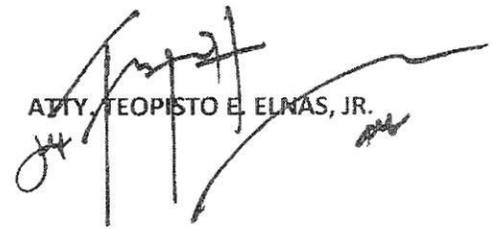
¹ "There shall be a permanent list of voters per precinct in each city or municipality consisting of all registered voters residing within the territorial jurisdiction of every precinct indicated by precinct maps. x x x."

- e. Put legends to show different landmarks such as churches, chapels, schools, markets, culverts, bridges, arches and the like; and
- f. The EO shall affix his/her signature in the BPM, certifying its correctness and accuracy.

For reference, please see attached Annex A (sample BPM where the voting center is located within the barangay) and Annex B (sample BPM where the voting center is located in another barangay).

Please take note that this Memorandum effectively amends our November 29, 2019 Memorandum referring to the same subject matter.

For guidance and strict compliance.


ATTY. TEOPISTO E. ELNAS, JR.

Cc: OED
ODEDO
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