

**AMENDED RULES AND REGULATIONS
IMPLEMENTING THE BY-LAWS
OF THE
DAUGHTERS OF MARY IMMACULATE INTERNATIONAL**

PREAMBLE

WE, the members of the Daughters of Mary Immaculate International, apostolically involved in service endeavors that are dear to the heart of our patroness, Mary Immaculate, permeated with the spirit of the gospel, moved by the objectives and purposes of the Association, united and strengthened in faith, committed to the service of God and country, and extending services, upholding and practicing the virtues of Unity, Friendship, Charity, Humility, and Sanctity, in emulation of the Blessed Mother Mary as our model and guide, as we bind ourselves with the blessings and guidance of Almighty God, do ordain and promulgate these Rules and Regulations.

**ARTICLE I
NAME, DOMICILE, SEAL AND BANNER**

Section 1. Official Name. The official name of the Association shall be DAUGHTERS OF MARY IMMACULATE INTERNATIONAL, which shall henceforth be referred to as the "Association". For brevity, it shall be named as "DMII".

Section 2. Domicile. The domicile and principal headquarters of the Association shall be in Metropolitan Manila, Philippines.

Section 3. Seal. The seal of the Association shall have the following features and use:

- a. Logo - The logo is a cross slightly slanted to the right within a crown with the inscription "DMII". The crown is encircled by twelve stars.
- b. Color - The colors of the logo shall be midnight blue for the inscriptions, crown and cross, yellow for the stars and white for background.
- c. Official Use - The official seal of DMII shall be used at all times, in all its official documents, stationery, printed materials, and banners to be used in DMII functions, events and activities such as meetings, assemblies, conferences, conventions and other service activities.

Section 4. Banner. There shall be a regional, diocesan, and circle banner which shall be used and displayed during meetings and activities of the Association.

- Regional Banner - At the upper portion of all the banners shall be inscribed the name of the Association, "Daughters of Mary Immaculate International", its logo, the name of the region, and motto which is "Unity, Friendship, Charity, Humility, and Sanctity". The size of the Regional Banner shall be 2.3 feet in width and 4 feet in length.

- Diocesan Banner – Same design as the Regional banner and after the motto shall be written the name of the Diocese. The size of the Diocesan Banner shall be the same as the Regional Banner.
- Circle Banner - Same design as the Regional Banner and after the motto shall be written the name of the Circle, parish, and its location (Municipality or City). The size of the Circle Banner shall be 2.3 feet in width and 3.2 feet in length.

Section 5. Color and Cloth. The background shall be color white satin cloth with midnight blue embroidered letterings and tassels at the bottom of the banner. The design and colors of the logo are provided for in Section 3 hereof.

ARTICLE II VISION, MISSION, OBJECTIVES

Section 6. Vision. With the Blessed Mother as our model and guide, we are an Association of Catholic women in the Philippines and other countries, strengthened in faith and committed to serve in various apostolic activities through the Basic Ecclesial Communities (BECs), reaching out to our less fortunate brothers and sisters thru the DMII mission thrusts, to help them achieve and enjoy the fullness of life.

Section 7. Mission. As mandated by the Catholic Bishops Conference of the Philippines (CBCP) we are committed to pursue and accomplish the five missions, and such other missions that may be assigned to the Association by the CBCP.

- a. **Pro-Life** - The promotion, preservation and protection of life from womb to tomb, including environmental concerns.
- b. **Morality in Media** - Promoting media as effective and wholesome instrument of communication for all kinds of information, ideas, directives and avenues for developing and nurturing moral values.
- c. **Upliftment of Women Workers** - Addressing current issues and concerns such as poverty, violence against women, subordination and discrimination in the workplace, trafficking of women and plight of overseas women workers.
- d. **Welfare of Prisoners' Families and their Victims** - Serving the needs, both material and spiritual, of prisoners' families and their victims.
- e. **Youth Welfare / Squirettes of Mary Immaculate (SMI)** – The youth arm of the DMII which has, for its main purpose and goal, the development of leadership abilities and talents of its members with the Blessed Mother Mary as their model and guide.

Section 8. Objectives. The objectives for which the Association is incorporated are as follows:

- a. To promote the good state of marriage and the family;

- b. To render mutual aid and assistance to members in good standing;
- c. To promote social and intellectual interaction among members;
- d. To promote and conduct educational, charitable, religious and social welfare work and services;
- e. To unite all Catholic women in a variety of opportunities for apostolic activity and strengthen the Catholic faith within the bonds of unity, friendship, charity, humility and sanctity;
- f. To maintain active participation and involvement in civil society and in the liturgical life of the Catholic community; and
- g. To preserve and respect human life and all of God's creation.

ARTTICE III COMPOSITION AND STRUCTURE

Section 9. Composition of Members. The Association shall be composed of all bona fide members of the Circles organized and established within the Philippines and elsewhere in the world. In order for a bona fide member to enjoy the rights, privileges and benefits granted by the Association, she shall be a "Member in Good Standing" who has no arrears in the payments of annual dues and other assessments, and has a regular attendance in meetings of the Circle where the member belongs.

Section 10. Structure. The structure of the Association is aligned with the organizational structure of the Catholic Hierarchy (Catholic Bishops Conference of the Philippines - CBCP) in order to facilitate a better flow of communications and directives in relation to programs concerning our missions, to develop a united and stronger association through implementation of action plans and programs that are nationwide in scope, and to achieve efficiency in running the affairs of the Association, as follows:

1. **Circle** - The circle is the basic unit of the Association and is parish-based. It shall be composed of Catholic women belonging to a parish, which shall be governed by a Charter accepted by the Association pursuant to its by-laws, rules and regulations. Each Circle shall be composed of at least twenty-five (25) members, which shall be headed by a Circle Regent.
2. **Vicariate** - Composed of all the Circles found within a Vicariate as formed by the local diocese. Each Vicariate shall have at least three (3) circles, and shall be under the supervision of a Vicarial Regent.
3. **Diocese** - Composed of all the Vicariates within a Diocese and shall be under the supervision of a Diocesan Regent

4. **Regional (Ecclesiastical Province)** - Composed of the Dioceses within the jurisdiction of the fourteen (14) regions (ecclesiastical provinces). Each Region shall be headed by a Regional Representative.
5. **National** - Composed of fourteen (14) Regions (Ecclesiastical Provinces) in the Philippines and Circles organized abroad. It shall be headed by the International Regent.

Section 11. The 14 DMII Regions (Ecclesiastical Provinces). The fourteen (14) Regions of the DMII shall be the following:

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|-------------------|--|
| Region I | Archdiocese of Nueva Segovia (Ilocos Sur) - Bangued (Abra),
Baguio, Bontoc-Lagawe, Ilocos Sur and Laoag (Ilocos Norte),
Archdiocese of Tuguegarao (Cagayan Valley) – Batanes, Bayombong
(Nueva Viscaya and Quirino).and Ilagan (Isabela) |
| Region II | Archdiocese of Lingayen-Dagupan
Diocese of Cabanatuan
Diocese of San Fernando, La Union
Diocese of San Jose, Nueva Ecija
Diocese of Urdaneta
Diocese of Alaminos
Prelature of Infanta (Aurora) |
| Region III | Archdiocese of San Fernando, Pampanga - Angeles
Diocese of Balanga, Bataan
Diocese of Iba- Zambales and Olongapo
Diocese of Tarlac |
| Region IV | Diocese of Malolos-Bulacan and Valenzuela |
| Region V | Archdiocese of Manila
Diocese of Antipolo
Diocese of Pasig
Diocese of Cubao
Diocese of Kalookan
Diocese of Imus
Diocese of Novaliches
Diocese of Parañaque
Apostolic Vicariate of Puerto Princesa
Apostolic Vicariate of Taytay, Palawan. |
| Region VI | Diocese of San Pablo |
| Region VII | Archdiocese of Lipa
Diocese of Gumaca
Diocese of Lucena
Diocese of Boac
Apostolic Vicariate of Calapan (Oriental Mindoro) |

Apostolic Vicariate of San Jose (Occidental Mindoro).
Prelature of Infanta (Quezon)

- Region VIII** Archdiocese of Nueva Caceres
Diocese of Daet (Camarines Norte)
Diocese of Legazpi (Albay)
Diocese of Sorsogon
Diocese of Masbate
Diocese of Virac (Catanduanes),
Diocese of Libmanan (Camarines Sur).
- Region IX** Archdiocese of Capiz
Diocese of Kalibo
Diocese of Romblon
Archdiocese of Jaro
Diocese of Bacolod
Diocese of San Carlos
Diocese of San Jose (Antique)
Diocese of Kabankalan (Southern Part of Negros Occidental)
- Region X** Archdiocese of Cebu
Diocese of Dumaguete
Diocese of Tagbilaran
Diocese of Talibon (Bohol)
- Region XI** Archdiocese of Palo
Diocese of Calbayog
Diocese of Catarman
Diocese of Maasin
Diocese of Borongan
Diocese of Naval
- Region XII** Archdiocese of Cagayan de Oro
Diocese of Butuan
Diocese of Malaybalay
Diocese of Surigao
Diocese of Tandag
- Region XIII** Archdiocese of Davao
Diocese of Digos
Diocese of Tagum
Diocese of Mati
Diocese of Marbel
- Region XIV** Archdiocese of Ozamis
Archdiocese of Zamboanga
Diocese of Dipolog
Diocese of Iligan

Section 12. Circles Abroad. As the name connotes, there are DMII circles in other parts of the world. There had been additional circles organized by our sister DMIs in other parts of the world, namely: St. Charles Circle in San Diego, California; St. Albert the Great Circle in Burbank, Illinois; St. Mary's Circle in Rahway, New Jersey; St. Joseph in Westmorland, California; and Our Lady of Fatima in Macau.

**ARTICLE IV
MEETINGS OF THE ASSOCIATION**

Section 13. Annual Meeting. The Association shall have two Annual Meetings, as follows:

1. **Biennial Convention** - held every two years to elect the Officers and the members of the Board of Trustees, on the second week of May, unless circumstances warrant for a need to change the date or month at such place and time as the Board of Trustees may select, upon proper notice to the members, provided, that the venue shall rotate between Luzon, Visayas and Mindanao, one after the other, and provided, further, that said Biennial Convention shall constitute as the Annual Meeting for the year. This shall be attended by the general membership of the Association.

2. **National Officers' Meeting** - held every other year alternately with the holding of the Biennial Convention, on the second (2nd) week of May, at the principal office of the Association or at any date and place as the Board of Trustees may deem fit and proper, and shall be attended by the following, as indicated in the Organizational Structure of the Association:
 - a) International Chaplain
 - b) International Regent
 - c) International Vice-Regents for Luzon, Visayas and Mindanao
 - d) International Secretary
 - e) International Treasurer
 - f) International Auditor
 - g) International Advocate
 - h) International Board Members (Regional Representatives)
 - i) International Chairpersons
 - Pro-Life
 - Morality in Media
 - Upliftment of Women Workers
 - Welfare of Prisoners' Families and their Victims
 - Squirettes of Mary Immaculate (SMI)
 - SMI Coordinators for Luzon, Visayas and Mindanao
 - Newsette Editor
 - j) Council of Advisers – The three (3) immediate past International Regents of the Association

- k) Diocesan Regents
- l) Vicarial Regents
- m) Circle Regents

Section 14. Powers and functions of the General Membership Annual Meetings. The following shall be the powers and functions of the general membership annual meetings:

- a) To review the policies and programs of the Association;
- b) To determine, approve and ratify amendments to the Articles of Incorporation, By-Laws, and Rules and Regulations;
- c) To review and ratify the acts and resolutions of the Board of Trustees;
- d) To hear and pass upon the reports of the Board of Trustees and Committees;
- e) To elect the Board of Trustees through its Regional Representatives during the Biennial Convention;
- f) To exercise final authority in all matters vitally affecting the Association; and
- g) To perform or do such acts and deeds as may be necessary for the attainment of the Association's objectives.

Section 15. Notice of Annual Meetings. The International Secretary shall send a written notice of the meeting to each local circle through their Regional Representatives, Diocesan and Vicarial Regents, at least three (3) months prior to the date of such meeting. The notice shall state the day, hour and place of the meeting as well as the agenda of such meeting.

Section 16.Quorum. A majority (50% plus 1) of the voting members of the association shall constitute a quorum to transact a valid business of the Association and a majority vote of the representatives attending the meeting is sufficient to carry out any business of the Association, unless a greater number is required by law.

Section 17. Order of Business. Except as required in formal business meetings, the order of business shall be as follows:

1. Call to Order
2. Prayer
3. National Anthem & Pledge to the Flag
4. Report of the Registration Committee / Roll Call & Determination of Quorum
5. Reading of the Minutes of the Previous Annual or Special Meeting
6. Reports
 - a. Regent – Annual Report
 - b. Secretary - Membership Report
 - c. Treasurer - Audited Financial Report
 - d. Standing Committees: Mission, Others
7. Ratification of Board Actions/Amendments

8. Election of Officers (during the Biennial Convention)
9. Other Matters
10. Adjournment

Section 18. Special Meeting. A special meeting may be called by the International Regent or ten (ten) members of the Board of trustees or one-third (1/3) of the general membership represented by Circle Regents, in which case, purpose, time, place and date of holding such meeting shall be specified in the notice of such special meeting, provided that the notice shall be sent at least one (1) month before the date of such meeting.

ARTICLE V OTHER CONFERENCES AND ASSEMBLIES

Section 19. Area Conference. Area conferences shall be held every two (2) years, alternately with the Biennial Convention by DMII regions within the three (3) areas of the country – Luzon, Visayas and Mindanao. Regions within the area take turns in hosting the area conference. Mission Chairpersons shall be given time in presenting the plans and program of activities in relation to their respective Missions.

Section 20. Regional Assembly. Each of the fourteen (14) DMII regions shall hold a Regional Assembly at any month and date after the schedule of the Annual Meetings. Mission Chairpersons shall be given time in monitoring and evaluating the implementation of the plans and program of activities in relation to their respective Missions.

Section 21. Meetings of the Four (4) Levels. In order to effect efficient flow of communication from the international level down to the regions, dioceses, vicariates, and circles, and vice-versa, and to ensure the effective implementation of the mandated missions of the association, as well as for its proper monitoring and evaluation, regular and special meetings are held in each of the levels of DMII structure, to wit.

1. **Regional Meetings** – the Regional Board composed of the Diocesan, Vicarial and Circle Regents shall hold quarterly meetings and special meetings as the need arises.
2. **Diocesan Meetings** – may be called by the Diocesan Regent as often as needed but shall not be less than once every quarter.
3. **Vicarial Meetings** – the Vicarial Regent may call for a meeting of the members of the circles under her vicariate as often as needed but not less than once every quarter.
4. **Circle Meetings** – The Circle Regent calls for a regular monthly meeting or special meeting on a date, time and venue as agreed upon by its members.

Section 22. Proceedings in Meetings. All proceedings of the Association shall be conducted according to established principles of parliamentary procedure. In case of doubt, the principles laid down in the Roberts' Rules of Procedure shall govern.

Section 23. Minutes of Meetings. Proceedings of all meetings shall be recorded in the minutes book and shall be kept and carefully preserved as a record of the business transacted by the Board of such meetings. The minutes shall also contain such entries as may be required by law.

**ARTICLE VI
THE BOARD OF TRUSTEES**

Section 24. Powers and Functions. The affairs and current business of the Association shall be conducted under the direction and management of the Board of Trustees which is the primary governing body of the Association directly responsible to its members. It shall be the duty of the Board of Trustees to actively promote the growth and prosperity of the Association within its jurisdiction and when authorized and enabled to do so in Asia, USA and other countries.

The Board of Trustees shall enjoy such powers as are necessary and as conferred by its By-Laws, namely:

- a) To have general supervision of the affairs of the Association;
- b) To manage and supervise all properties, real or personal, belonging to the Association; and to acquire, by purchase, property or receive donations, grants or otherwise, for the Association as it may deem fit and proper for the purposes and objectives of the Association; as well as to transact any business on any property or rights acquired by the Association subject to ratification of the majority of the members of the Association during its Annual Meeting;
- c) To issue rules and regulations as it may deem fit and proper; to have the Articles and By-Laws and the Rules and Regulations faithfully executed;
- d) To interpret the Articles and By-Laws, Rules and Regulations adopted by the Board;
- e) To provide for the institution of new circles in the Philippines or elsewhere in the world;
- f) To levy assessments for the purpose of meeting the expenses of the Association incidental to the management, protection and general welfare of the Association;
- g) To suspend any circle which fails to pay any proper assessment levied by the Board within the prescribed period, or which refuses or neglects to comply with the rules and regulations prescribed by the Board, after due process, as well as to reinstate such circle upon compliance with its requirements;
- h) To enforce its decisions by orders issued through the International Secretary;
- i) To hear and determine all appeals;
- j) To refer any matter to a committee for consideration and report for action thereon, as may be deemed proper;

- k) To delegate, as it may deem fit any of the powers of the Board to any committee or officer as may be necessary to promote the growth and prosperity of the Association; and
- l) To exercise any executive power necessary to extend protection and promote the general welfare of the Association.

Section 25. Composition. The Board of Trustees shall be composed of fifteen (15) members, fourteen (14) of which shall represent each of the 14 regions as provided for in Article III Section 9 of these Rules and Regulations. The fifteenth (15th) member shall be nominated and elected at large among qualified members during the Biennial Convention of the Association and shall automatically become the International Regent.

Section 26. Qualifications. The following are the qualifications for a member of the Board of Trustees:

1. She must be a member in good standing. A member in good standing is one who has no arrears in her annual dues and assessments and attends DMII meetings regularly, and actively participates in the activities; provided that there is an additional qualification for the International Regent, to wit:
2. She must be or have been elected as Regional Representative from among past or incumbent Diocesan Regents who must have regular attendance in meetings of the Circle where she belongs.

Section 27. Term of Office. The members of the Board of Trustees shall have a term of office of two (2) years until their successors are duly elected and qualified, provided, that their terms of office shall not exceed two (2) consecutive terms, except for the International Regent, who only serves for one term.

Section 28. Election and Manner of Voting. The election and manner of voting shall have the following procedure:

- 1) The election of members of the Board of Trustees shall be held every two (2) years or Biennial;
- 2) Each of the fourteen (14) Regions shall elect their Representative to the Board during a Regional Meeting of all incumbent and past Diocesan Regents and past Regional Representatives, called for the purpose, in the month of October of the year prior to the Biennial Convention, and shall submit the name and credentials to the International Secretary as its nomination to the Board;
- 3) The regions in the area from where the International Regent shall evolve, following the principle of rotation of leadership in Luzon, Visayas and Mindanao, in that order, shall likewise submit nomination for the fifteenth (15th) member of the Board of Trustees who will be elected to the position of International Regent, including their credentials, track record and thrusts for the furtherance of the DMII vision, missions and objectives. Those who are qualified for nomination as International Regent are past and present members of the Board of Trustees (Regional Representatives coming from the 14 DMII Regions). The nominees must be personally present during the Biennial Convention for the election of Officers of the

Board of Trustees, which shall immediately follow after the International Regent has been duly elected; Provided, that if the officer is elected from among the incumbent Regional Representatives, the Alternate Regional Representative shall assume the position as Regional Representative to sit in the Board;

- 4) The International Secretary shall forthwith issue the notice of the Biennial Convention including the agenda and names of the Regional Representatives nominated to the Board, including the names of nominees for International Regent, to each and every Circle of the Association, at least ninety (90) days prior to the date of the Biennial Convention.

Section 29. Quorum of Board Meetings. The Board of Trustees shall act only as a Board and the individual Trustees shall have no power as such, except as herein provided. A majority (50% plus one) shall be necessary at all meetings to constitute a quorum for the transaction of any business. Every decision of the majority of the members attending such meeting shall be the valid act of the Association.

ARTICLE VII OFFICERS

Section 30. Officers of the Association. The following officers shall be elected from among the members of the Board of Trustees composed of the fourteen (14) Regional Representatives, provided, that the International Regent shall be elected from among present and past members of the Board of Trustees, from the geographical area, following the rotation of leadership for Luzon, Visayas and Mindanao (see Appendix):

- a) International Regent;
- b) International Vice Regents for Luzon, Visayas and Mindanao;
- c) International Secretary;
- d) International Treasurer;
- e) International Auditor

Section 31. Ex-Officio Officers. The International Regent, with the recommendation and concurrence of the Board of Trustees, shall appoint the following ex-officio officers who are not entitled to vote during meetings of the International Board:

- a) International Advocate
- b) Chairpersons and Members of the Standing / Special Committees
- c) Mission Chairpersons
- d) SMI Coordinators for Luzon, Visayas and Mindanao

Section 32. Duties of the International Regent. The International Regent shall be the Chief Executive Officer of the Association. She shall have the following duties:

- a) To act as the principal executive officer of the Association and/or the Board of Trustees, and it shall be her duty to enforce faithfully the Articles and By-laws of the Association and the Rules and Regulations pursuant thereto;

- b) To exercise supervision and control of the day-to-day transactions / business of the Association;
- c) To be the principal signatory in all bank accounts and approve all disbursements;
- d) To sign all contracts, agreements, acts and deeds and such other undertaking in the name of the Association, as authorized by the Board of Trustees and subject to ratification by the General Membership when necessary;
- e) To sign any resolution authorized by the Board of Trustees;
- f) To preside and chair all meetings of the Board of Trustees and the Association, unless unavoidably absent;
- g) To issue a call in writing or otherwise, within a reasonable time, to all members of the Association, as to time and place of its meeting;
- h) To authorize the use of mail ballot in case of emergency or in case of matters of grave concern;
- i) To represent the Association, unless otherwise delegated to other members of the Board, or to others, specifically agreed upon by the Board of Trustees, on all occasions and activities where DMII representation may be called for;
- j) To fill-in any vacancy in the Board of Trustees, upon recommendation and concurrence by the Board, assigning the vacant position to the Alternate Regional Representative of the Region where the vacancy occurs and shall be only for the remaining period of the term of the elected member of the Board;
- k) To deliver messages, give lectures and advice, and endeavor to advance the principles, vision, missions and objectives of the Association;
- l) To visit circles whenever possible or delegate such visits to the corresponding International Vice Regent or the Regional Representatives.
- m) To render and submit a written Annual Report at the Annual Meeting of the Association; and
- n) To exercise such other powers and perform such other duties as the Board of Trustees may delegate to the office.

Section 33. Duties of the International Vice Regent. The three (3) International Vice Regents for Luzon, Visayas and Mindanao shall have the following duties:

- a) To perform the duties of the International Regent during the absence, incapacity, or for any cause or death of the latter. The International Vice Regent of the area from where the International Regent comes, shall serve for the period of her absence, and in case of

permanent vacancy caused by death or permanent disability, the International Vice Regent shall serve for the remaining period of the International Regent's term.

- b) To coordinate supervision over the fiscal and administrative matters as well as over the operation and activities of the missions mandated by the Catholic Bishops Conference of the Philippines (CBCP) pertaining to Circles falling under her jurisdiction;
- c) To perform such other duties as may be delegated to her as the exigencies or circumstances may require; and
- d) To render periodic report to the International Regent or to the Board of Trustees, of the progress or result of the duties delegated to her.

Section 34. Duties of the International Secretary. The International Secretary shall have the following duties:

- a) To act as custodian of the seal of the Association and keep records of membership, minutes, resolutions and other documents except those pertaining to the International Treasurer or the International Advocate;
- b) To attend all meetings of the Board and of the Association;
- c) To record all the proceedings of the Association and keep full minutes of all the meetings of the Board of Trustees;
- d) To give notice or cause to give notices required by the Articles and By-laws;
- e) To prepare all correspondences except those otherwise directed by the Board of Trustees or the International Regent;
- f) To render written and oral report of the transaction of her office including membership statistics at the annual meeting of the Association;
- g) To send full copy of proceedings of the Association or of the Board of Trustees on matters pertaining to Circles affected thereby; and
- h) To perform such other duties as may be required by the International Regent or Board of Trustees pertaining to her office which shall best serve the interest of the Association.

Section 35. Duties of the International Treasurer. The International Treasurer shall have the following duties:

- a) To act as custodian of all funds and properties of the Association and as such, she shall be bonded by the Association;
- b) To attend all meetings of the Board of Trustees and render an updated financial report ;
- c) To be one of the signatories of all bank accounts;

- d) To certify as to the availability of funds for any specific transaction and approve all disbursements;
- e) To keep the records, papers, orders, or accounts drawn upon the Treasurer and shall at all times, upon request of any member or any member of the Board of Trustees, furnish a statement of funds in her possession and shall submit the same for examination and auditing at periods designated by the Board of Trustees;
- f) To send an itemized statement of account of each Circle as is necessary from time to time, or at least every year through the respective Vicarial Regents under whose jurisdiction the said Circle falls, copy of which shall be forwarded to the Diocesan Regent, Regional Representative and the International Vice Regent of the area of jurisdiction for the purposes provided by the Association;
- g) To submit and render an annual report of the transactions of her office at the annual meeting of the Association together with a statement of the status or conditions of funds under her charge;
- h) To turn over to her successor all monies, books, papers, or other properties of the Association within two (2) weeks from the expiration of her term of office; and
- i) To perform such other duties as may be required by the International Regent or Board of Trustees pertaining to her office which shall best serve the interest of the Association.

Section 36. Duties of the International Auditor. The International Auditor shall have the following duties:

- a) To audit the funds and properties/assets of the Association;
- b) To monitor actual expenses /disbursements against the prepared budget for the year;
- c) To attend all meetings of the Board of Trustees and render a report on her audit of funds, as may be required by the International Regent or the Board of Trustees;
- d) To render an audited financial report during annual meetings and as necessary or requested by the Board; and
- e) To perform such other functions as the International Regent or the Board of Trustees may prescribe.

ARTICLE VIII OTHER OFFICERS OF THE ASSOCIATION

Section 37. The International Chaplain. The Association shall have a Chaplain who shall be appointed by the CBCP. He shall be called the International Chaplain.

Section 38. Duties and Responsibilities. The following shall be the duties and responsibilities of the International Chaplain:

- a) He shall advise and counsel the Association on all spiritual matters and programs of activities as may be deemed necessary; and
- b) He shall sit in all meetings of the Association and of the Board of Trustees but without the power to vote. Wherever possible, he shall officiate in oath taking ceremonies and other activities of the Association and of the Board of Trustees.

Section 39. The Vice International Chaplain. The Association shall have a Vice International Chaplain who shall likewise be appointed by the CBCP. He shall be called the Vice International Chaplain. It shall be the duty of the Vice International Chaplain to perform the authority and functions of the International Chaplain in the absence or incapacity of the latter.

Section 40. Spiritual Advisers in the Four (4) Levels. There shall be a spiritual adviser, who shall perform the duties of the International Chaplain, in his area of jurisdiction, in the four levels, as follows:

1. Circle – the parish priest or whoever will be assigned from among the priests in the parish where the circle is located;
2. Vicariate – the Vicar General, Deputy Vicar General or whoever will be assigned from among the parish priests under the jurisdiction of the Vicariate where there are organized Circles;
3. Diocese – the Bishop or whoever will be assigned from among the priests under the jurisdiction of the Diocese where there are organized Circles;
4. Region (Ecclesiastical Province) – the Archbishop or whoever is assigned from among the priests under the jurisdiction of the ecclesiastical province.

Section 41. The International Advocate. An advocate for the Association who is a lawyer, shall be called the International Advocate. A member of the Board who is a lawyer may act as legal adviser of the Board of Trustees, its officers and committees as well as of the Association, on matters pertaining to the Articles and By-laws of the Association and its rules and regulations. She shall attend meetings of the Board and the Association. Should there be no one in the board who qualifies as International Advocate, the International Regent shall appoint a member in good standing from a circle, who is a lawyer, with the concurrence of the Board of Trustees.

Section 42. Duties of the International Advocate. The duties of the International Advocate are the following:

- a) She shall attend all meetings of the Board of Trustees with no voting rights, unless she is a Regional Representative who is a voting member of the Board of Trustees;
- b) She shall examine the rules and regulations issued by the Circles and shall indicate which provisions thereof are contrary to the Articles and By-laws of the Association. For this

purpose she shall recommend to the Board of Trustees, for approval, such measures to cure the defect;

- c) She shall submit to the Board of Trustees a written report of the transaction of her office together with such recommendation as shall serve best the interests of the Association; and
- d) She shall perform such other acts or duties as may be requested of her by the International Regent or the Board of Trustees.

Section 43. Term of Office of the International Advocate. Unless the International Advocate is a Regional Representative or a voting member of the Board, her term of office shall be co-terminus with the term of the appointing Board. She shall serve at the pleasure of the Board of Trustees.

Section 44. Council of Advisers. The three (3) immediate past International Regents of the Association automatically constitute the Council of Advisers and shall be invited during International Board meetings and such other gatherings wherein the International Board is in attendance. They are not entitled to vote.

Section 45. Regional Representative. The Regional Representative shall be elected from among the current and past Diocesan Regents or from past members of the Board within a particular region among the fourteen (14) regions (ecclesiastical province) as specified in Article III, Section 9, hereof. She must possess the qualifications for a member of the Board of Trustees as provided for in Article VI, Section 21, hereof. She shall have the following duties:

- a) To represent the region of her jurisdiction and become a voting member of the Board of Trustees. She can be elected as officer of the Association;
- b) To recommend her Alternate Regional Representative from among the qualified incumbent and past Diocesan Regents and past members of the Board;
- c) To assist the International Regent in the coordination and supervision over the fiscal and administrative matters as well as over the operation and activities of the missions mandated by the Catholic Bishops Conference of the Philippines (CBCP), of Circles in her region;
- d) To organize a Regional Board from among the past Diocesan, Vicarial and Circle Regents to assist in the fiscal and administrative matters and the implementation and accomplishment of the missions and other activities of the Region;
- e) To collate all reports of Circles through the Diocesan Regents under her jurisdiction and submit a quarterly summary thereof to the International Regent, the Vice-International Regent of the area and the respective Mission Chairpersons;
- f) To attend all meetings of the Board of Trustees and render a quarterly report on the activities and accomplishments of the Circles in the Region of her jurisdiction;
- g) To monitor, evaluate and validate the accomplishments of the Circles under her jurisdiction; and

- h) To perform such other functions as the International Regent or the Board of Trustees may require;

Section 46. Alternate Regional Representative. The Alternate Representative shall be recommended by the Regional Representative from among the current or past Diocesan Regents or past member of the Board of Trustees in her region, and shall be appointed by the International Regent with the concurrence of the Board. She must be a member in good standing as provided for in Article III Section 21-a) hereof. She shall perform the following duties:

- a) To perform the powers and functions of the Regional Representative during the absence, incapacity, or for any cause or death of the latter;
- b) To assist the Regional Representative in the supervision over the fiscal and administrative matters as well as over the operation and activities of the missions mandated by the Catholic Bishops Conference of the Philippines (CBCP) pertaining to Circles falling under the regional jurisdiction;
- c) To perform such other duties as may be delegated to her as the exigencies or circumstances may require; and
- d) To render periodic report to the Regional Representative as to the progress or result of the functions delegated to her;

Section 47. SMI Area Coordinators. There shall be appointed three (3) Area Coordinators of the Squirettes of Mary Immaculate, for Luzon, Visayas and Mindanao. The Chairperson of the Committee on Youth Welfare may ask for recommendations from the International Vice Regents for Luzon, Visayas and Mindanao for SMI Coordinators in their area of jurisdiction. The SMI Coordinators shall be appointed by the International Regent, with the concurrence of the Board of Trustees. The term of office shall be co-terminus with the term of the appointing Board. They shall assist the Committee on Youth Welfare to pursue the objectives of the Squirettes of Mary Immaculate especially in its campaign for membership and organization of Circlettes and the furtherance of other youth leadership and development activities.

Section 48. Diocesan Regent. The Diocesan Regent shall be elected from among the incumbent and past Vicarial Regents or past Board Members who belong to the Diocese, provided that if she is the current Vicarial Regent, she shall relinquish her position to take the Diocesan position. The Diocese is composed of the Vicariates following the ecclesiastical jurisdiction of the Church Hierarchy. To be qualified for election as Diocesan Regent, she must be a member in good standing, as provided for in Article III, Section 21-a) hereof. The term of office of a Diocesan Regent shall be limited to a maximum of two (2) consecutive terms of two (2) years each. She shall have the following duties:

- a) To represent the Diocese as a voting member during the Annual Meeting;
- b) To organize a Diocesan Board and Committees from among incumbent and past Vicarial and Circle Regents to assist in the fiscal and administrative matters and the implementation and accomplishment of the missions and other activities of the Diocese;

- c) To conceptualize and design programs on the mandated_missions in coordination with the International and Regional Mission Chairpersons;
- d) To provide technical assistance and support to the Vicarial Regents in the implementation of plans and programs;
- e) To coordinate with the Archbishop/Bishop of the Archdiocese/Diocese regarding Diocesan activities of DMII, especially on the organization of circles;
- f) To collate all reports of Circles through the Vicarial Regents of the Diocese and submit a quarterly summary thereof to the Regional Representative; and
- g) To perform such other functions as may be delegated to her, as the exigencies or circumstances may require.

Section 49. Vicarial Regent. The Vicarial Regent shall be elected from among the incumbent and past Circle Regents of a Vicariate which shall be composed of at least three (3) circles. Provided, that if she is a current Circle Regent, she shall relinquish her position to take the Vicariate position. She must be a member in good standing as provided for in Article III, Section 21-a) hereof. The term of office of a Vicarial Regent shall be limited to a maximum of two (2) consecutive terms of two (2) years. She shall have the following duties:

- a) To represent the Vicariate as a voting member during the Annual Meeting;
- b) To supervise the circles directly under her jurisdiction as to the execution of the rules/regulations of the organizations as provided for in the By-laws, rules and regulations;
- c) To provide technical assistance and support to the Circle Regents in the implementation of plans and programs on the mandated missions;
- d) To coordinate with the Diocesan Regent on the programs of the Diocese to be implemented by the Circles in the parishes;
- e) To coordinate with the Vicar General of the Vicariate regarding DMII activities especially in the organization of circles;
- f) To collate all reports of Circles from the Circle Regents of the Vicariate and submit a quarterly summary thereof to the Diocesan Regent; and
- g) To perform such other functions as may be delegated to her, as the exigencies or circumstances may require.

Section 50. Circle Regent. The Circle Regent shall be the chief executive officer of the Circle. She shall be elected from among the members in good standing of the Circle. The qualifications, manner of election, duties and responsibilities of a Circle Regent, shall be embodied in a separate charter which had been approved and adopted by the Board of Trustees, and confirmed and ratified by the general membership.

Section 51. Formation of Circles. The following are the steps and guidelines in forming a new Circle:

- 1) A petition shall be addressed to the parish priest to obtain approval to establish a circle in the parish, signed by the organizing DMII officer and several prospective members;
- 2) A petition shall be filed addressed to the International Secretary, enclosing therein the initial petition in Step 1, asking that a Charter be granted to the circle with the proposed name preferably in honor of the Blessed Virgin Mary. The name of the proposed circle shall not be identical with any of those already existing within the same region, or so similar as to create confusion among existing circles. It should include payment of Circle Fee in the amount of ONE HUNDRED PESOS (P100.00). The petition shall show that they are deputed to the apostolate of the laity by baptism, confirmation, sacrament of matrimony, if married, and the apostolate of the Daughters of Mary Immaculate International, and thereby agree to comply with the Articles and By-laws of the Association and its Rules and Regulations. The petition shall be signed by not less than twenty-five (25) eligible persons, who are practicing Catholics and are committed to become charter members of the proposed circle. Each of the applicants for membership and signatories of the petition, shall submit a duly filled-up Membership Data Sheet with the latest 1" x 1" ID picture in DMII uniform, ONE HUNDRED PESOS (P100.00) Membership Fee and ONE HUNDRED PESOS (P100.00) Mission Fund Fee;
- 3) Upon receipt of the petition together with the documents and payments required in Step 2, the International Secretary shall transmit the same within ten (10) days from receipt thereof to the International Regent for approval. If the petition is approved, the organizer shall be instructed to proceed with the following steps:
 - a. All charter members shall undergo the orientation and formation program and the exemplification of the lessons of the Blessed Virgin Mary, otherwise, their names will not be inscribed in the Charter.
 - b. A Circle shall be governed by a separate Charter prescribed for circles, to be submitted to the Board after its adoption and approval by its members, together with the Petition, for proper evaluation and approval.

Section 52. Institution of Circles. A new circle is considered instituted when the applicants for Charter have undergone the Exemplification of the Lessons of the Blessed Virgin Mary, the officers duly elected, instructed and installed, and its Charter duly approved by the Board of Trustees. Unless excused by the International Board of Trustees, no new circle shall be instituted without the necessary paraphernalia as required by the ceremonials.

ARTICLE IX RESIGNATION / SUSPENSION / REMOVAL OF OFFICERS

Section 53. Resignation of Officers. Whenever any International Officer shall desire to resign from her office, such officer shall communicate her intention to do so in writing, addressed to the International Regent or to the Board of Trustees, at least fifteen (15) days before the date when said resignation shall take effect, provided however, that in the case of the International Treasurer and the International Secretary, or any other officer having custody of funds of the Association in her possession,

such resignation shall not be accepted until the accounts of such officer have been fully audited and all monies duly accounted for. The Board of Trustees may waive the period of 15 days, provided that the officer had been issued a clearance from all money and property accountability.

In all cases, where any such resignation is received within 15 days prior to a scheduled regular meeting of the Board of Trustees, such resignation shall be announced at the meeting and the Board shall declare the office vacant and, thereby, elect a replacement to fill in the vacancy and serve for the remaining period of the term of office of the resigned officer.

Section 54. Suspension / Removal of Officers. Whenever charges are filed against the personal honesty, morality or integrity of any officer of the Association, such officer shall refrain from exercising any of the duties of the office until such charges are dismissed or terminated. While the case is pending, the Board shall fill such office by designating a substitute to serve for such time as shall be necessary. In case the charges against the officer is sustained, such officer shall be deemed resigned and expelled from the Association and shall be required to clear herself from all properties and monies, as well as books pertaining to or belonging to the Association or office in her possession and shall secure a clearance from the concerned officers of the Association. In case such officer is cleared of the charges against her, she shall forthwith be restored to her office to serve the balance of the term of office to which she was elected.

ARTICLE X STANDING COMMITTEES

Section 55. Creation of Standing Committees. There shall be created within the Board of Trustees, the following committees with its composition and functions:

- 1) **Executive Committee** – shall consist of the International Regent as Chairperson, the International Secretary, International Treasurer, International Auditor, and the International Chaplain. It shall have the power to act only in case of emergency when the Board of Trustees is unable to meet and shall therefore act in its behalf. Its action shall be subject to ratification by the Board of Trustees at its next regular meeting.
- 2) **Finance** - The Committee on Finance shall be composed of not less than three (3) members, with the International Treasurer as Chairperson. It shall prepare a yearly budget for all the necessary expenses, capital assets, projects and activities of DMII. It shall prepare financial statements to be reported during the quarterly Board meetings. It shall be in-charge of the transactions with banks and regulatory bodies, securing tax exemptions and the necessary accreditation with the Philippine Council for NGO Certification (PCNC) for tax exemption of donations.
- 3) **Audit** – The Committee on Audit shall be composed of not less than three (3) members, with the International Auditor as Chairperson. It has the duty to audit all financial transactions of the Association and shall refer the same to the external auditor. It shall work hand in hand with the International Treasurer.
- 4) **Ways and Means** – The Committee on Ways and Means shall be composed of not less than three (3) members of the Board of Trustees, a Chairperson and two (2) members. It shall be

the duty of this committee to program the activities of the Association for the ensuing year and to plan and study ways and means to enhance and promote the growth and prosperity of the Association by raising funds and seeking donations. It shall make a report to the Board of Trustees of its programs and transactions.

- 5) **Laws and Resolutions** - The Committee on Laws and Regulations shall be composed of not less than three (3) members of the Board of Trustees, a Chairperson and two (2) members. It shall initiate and/or review any and all proposed changes and recommendations to the Articles and By-laws or Rules and Regulations. The committee shall review and prepare its findings and action taken thereafter and refer them to the International Advocate for proper action.
- 6) **Ceremonials** - The Committee on Ceremonials shall be composed of not less than three (3) members of the Board of Trustees, a Chairperson and two (2) members. It shall recommend to the Board of Trustees such rules, ceremonies and such paraphernalia and design thereof as it may deem fit and proper, for the exemplification, institution of Circles, and installation of officers of the Association. It may also recommend such changes as it may deem advisable for adoption by the Board of Trustees, from time to time; provided however, that these can be applicable uniformly to all circles.
- 7) **Missions** - The Committee on Missions shall be headed by the International Regent and shall have as members the Chairpersons of each mission, namely:
 - 1) Pro-Life; 2) Morality in Media; 3) Upliftment of Women Workers; 4) Welfare of Prisoners' Families and their Victims; and 5) Youth Welfare/ Squirettes of Mary Immaculate (SMI).The Chairperson of the Missions shall have a term of two (2) years and may be extended to another two (2) years at the option of the International Regent, or a maximum of four (4) years. The committee shall perform such functions as indicated in ARTICLE II Section 5 hereof. It shall collate all reports which are submitted quarterly in a prescribed format which is hereto appended and shall make a summary of the achievements of the missions as a whole, including problems that need to be addressed by the Board of Trustees.
- 8) **Awards** - The Committee on Awards shall be composed of the International Regent as Chairperson and the three (3) International Vice Regents as members. The rules, point system, and kinds of awards shall be determined by the Committee and submitted to the Board of Trustees for approval. The following are the criteria for Star Circle Awards:
 1. Updated payments of national dues and other assessments;
 2. Submission of complete Circle reports on time, using the prescribed format;
 3. Increase in membership of at least 10% for the biennium of the previous two (2) years;
 4. Organized the Committees on the five (5) Missions with tangible accomplishments and properly documented reports;
 5. Held at least one annual Exemplification of the Lessons of the Blessed Virgin Mary in accordance with the provisions on the Book of Ceremonials;
 6. Holds regular meetings according to the guidelines in the DMII Book of Ceremonials;
 7. Active participation and full assistance to its parish in the apostolate of the laity attested by the Parish Priest;
 8. Organized a new Circle during the biennium officially accepted by the national office;
 9. Hosted or has participated in hosting a Regional Assembly; and

10. Attendance of at least five (5) registered members in DMII annual meetings, conventions, conferences, assemblies, and seminars outside of local Circle's area.

ARTICLE XI FUNDS OF THE ASSOCIATION

Section 56. General Fund. There shall be a general fund which shall consist of all monies received by the Association. The General Fund shall be available for the payment of all operational expenses of the Association. The general fund can be generated from the following sources:

- a) **Membership Application Fee** of P100.00 for a new member;
- b) **Circle Application Fee** of P100.00 for a newly created Circle;
- c) **Annual Dues** of P100.00 per member, to be paid on or before the end of March;
- d) **Newsette Fee** of P500.00 per circle, per year, to be paid and remitted together with the annual dues of members before every end of March; and the
- e) **National share** from annual meetings (Biennial Convention and National Officers' Meeting), area conferences, regional assemblies, and all related fund raising activities, in the name of the Association. All cash receipts, donations, proceeds from fund raising and other income generating activities, shall be included in the gross receipts of the particular event. All the necessary expenses shall be deducted from the gross receipts in order to get the net proceeds, from where the sharing shall be taken. For this purpose, the sharing scheme, as approved by the Board of Trustees, and ratified by the general membership, shall be as follows:
 1. Host Circle/Vicariate/Diocese/Region - 50%
 2. Regional Board - 20%
 3. National Office - 20%
 4. Mission Fund - 10%
- f) **Donations** from whatever source.

Section 57. Special Funds. Special funds shall consist of all monies received from the following sources, to be used for its specific purpose, to wit:

- 1) **Mission Fund** – The Mission Fund was formally known as the DMII Foundation Fund. With the dissolution of the DMII Foundation, the funds accruing to the Foundation had been transferred to the DMII Mission Fund by virtue of the DMII Board Resolution No. 1, series of 2009. Such initial funds has been sustained and increased from the 10% share of DMII activities mentioned in Section 51 – e), hereof. The DMII Mission Fund shall be utilized for projects of the Association that are nationwide in scope in pursuance of the DMII Missions on Pro-Life, Morality in Media, Upliftment of Women Workers, Welfare of Prisoners' Families and their Victims, and Youth Welfare / Squirettes of Mary Immaculate (SMI). It shall also fund the transportation expenses of Mission Chairpersons invited as speakers in regional, assemblies, area conferences and national conventions in order to promote the DMII Missions.
- 2) **Members' Welfare Fund** – An Annual Members' Welfare Fee in the amount of P100.00 shall be paid per member. It shall be utilized for the specific objective of granting financial

assistance to members in good standing, as deemed necessary, based on the following guidelines:

- A. **Calamity** – A member in good standing who suffers partial or total damage of properties from any act of nature, such as typhoons, floods, fires, earthquakes and the like, shall be granted financial assistance in such amount to be determined by the Board of Trustees, depending upon the availability of funds.
 - B. **Hospitalization / Burial** – A member in good standing who is hospitalized shall be granted financial assistance in such amount to be determined by the Board of Trustees, depending upon the availability of funds; provided, that such member can claim only once during the year, and provided, further that a certified photo copy of the hospital bills and receipt of payment shall be submitted for evaluation to the Executive Committee. In case of death of a member in good standing, burial assistance shall also be granted to the designated beneficiaries, in such amount as may be established by the Board of Trustees; provided that the claimant shall submit a certified true copy of the Certificate of Death of the deceased.
- 3) **SMI Funds** – The SMI funds shall be derived from the annual dues, circlette fees, installation fees, and net proceeds from SMI conventions, assemblies, meetings and other income generating activities. Such funds shall be used solely for SMII national activities.
- 4) **Petty Cash Fund.** There shall be maintained a petty cash fund to be handled by the designated DMII office employee, in the amount of TEN THOUSAND PESOS (P10,000.00) to be replenished once the amount spent is one-half of the petty cash fund (P5,000.00) after such amount has been liquidated and supported by Official Receipts and Petty Cash Disbursement Voucher duly signed by the Treasurer and/or the International Regent. Office expenses in the amount of TWO THOSAND PESOS (P2,000.00) or more shall be paid in check.

Section 58. Investments and Interests. The funds of the Association shall be invested/deposited in bank/s as may be designated by the Board of Trustees. A separate bank account shall be maintained for the various funds. All interest or earnings accruing to such investments/deposits shall be credited to the respective fund from which they were taken.

Section 59. Disbursements. The funds of the Association shall be disbursed in such form and manner as shall be determined by the Board of Trustees and in accordance with the generally accepted accounting principles.

ARTICLE XII CALENDAR YEAR

Section 60. Calendar Year. The calendar year of the association shall begin on the first day of January and shall end on the last day of December of the current year.

ARTICLE XIII
IDENTIFICATION CARDS AND DRESS CODE

Section 61. Permanent Identification Cards. A member in good standing shall be issued a permanent identification card with the latest 1" X 1" ID picture of the member in type "A" uniform. On the upper portion of the face of ID will be inscribed at the left the DMII seal, the name of the Association "Daughters of Mary Immaculate International", the picture of the member, name and signature, circle name and location. The permanent ID Number of the member shall be prefixed by the Region Number-then the last two numbers of the year of membership-ID issuance- membership number; i.e.RXI-85-16-00001. At the back of the ID shall be reflected the Residence Address of the member, email address, mobile phone number, date of birth, BIR TIN Number, Philhealth No. or any other important ID Number, blood type, person to be contacted in case of emergency, relationship, contact number and the signatures of the International Regent and the International Chaplain. Every year thereafter, a Certificate of Members in Good Standing shall be issued each Circle containing therein a list of members who paid the dues and assessments for the particular year.

Section 62. Dress Code (Uniform) A member of the Daughters of Mary Immaculate International shall dress appropriately and modestly at all times. She should be Mary-like! She shall be guided by the following dress code:

1. There are two types of DMII uniform, with the following dress code:
 - Type A - Midnight blue, sports-collared blouse with French pockets and DMII buttons and pencil cut skirt with covered slit behind and hemline about three inches (3") below the knee. The type A uniform is worn during DMII Business Meetings, Ceremonials and other official events representing the Association.
 - Type B – Midnight blue sports-collared blouse and pants. The type B uniform is worn when travelling and conducting outreach activities.
2. Footwear – Black shoes, toes covered.
3. The official DMII pins should be placed on the right collar.
 - a. Collar pin should be worn with the DMII uniform.
 - b. Officers' pins are specifically for use by international board members, diocesan, vicarial, circle, or past regents.
 - c. Social DMII pin may be worn with the casual or civilian clothes.
4. Folded handkerchief embroidered with the official DMII logo is worn on the breast pocket with the following color code:
 - Past and Present International Officers – White
 - Luzon - Light Blue
 - Visayas - Red
 - Mindanao - Yellow
5. If jewelry has to be worn with the DMII uniform, such must be simple and appropriate.

**ARTICLE IV
AMENDMENTS**

Section 63. Amendments. Any member/s of the Board of Trustees or member/s the Association may propose amendments to the Rules and Regulations, to be considered by the Board of Trustees for their approval and submitted to the general membership for ratification during the Annual Meeting of the Association. Such amendments shall be valid and effective immediately upon approval by majority of members present and allowed to vote during the annual meeting called for the purpose.

X - X

APPROVED BY THE BOARD OF TRUSTEES of the Daughters of Mary Immaculate International through RESOLUTION NO. 2016-001 entitled “RESOLUTION APPROVING THE AMENDED RULES AND REGULATIONS IMPLEMENTING THE BY-LAWS OF THE DAUGHTERS OF MARY IMMACULATE INTERNATIONAL” on motion of Sis. Angela L. Baes, Regional Representative, Region XIV, unanimously seconded by all the members of the Board during the DMII Second Quarter (2nd) Quarter Board Meeting held on April 22, 2016 at Park Lane Hotel, Davao City

SIGNED, APRIL 22, 2016 AT DAVAO CITY, PHILIPPINES.



SIS. REBECCA CONGE-PACANAN
International Regent

SIS. CORAZON T. AFUANG
International Vice-Regent-Luzon/RR - Region V

SIS. PUREZA M. GUZMAN
International Vice-Regent-Visayas/RR - Region IX

SIS. ANNIE O. TY
International Vice-Regent-Mindanao/RRRegion XII

SIS. ALMA L. CAGAMPANG
International Secretary/RR - Region III

SIS. ELVIRA S. ARAMBULO
International Treasurer/RR – Region VI

SIS. LETICIA O. GAÑO

Regional Representative - Region I

SIS. VIRGINIA S. TERRADO

Regional Representative - Region II

SIS. AGUEDA FELY G. GALLARDO

Regional Representative - Region IV

SIS. MARIA ADELINE A. LEE

Regional Representative - Region VII

SIS. TERESITA L. VIOLA

Regional Representative - Region VIII

SIS. GLORIA C. CAMINERO

Regional Representative - Region X

SIS. MAGDALENA D. LARRAZABAL

Regional Representative - Region XI

SIS. LAURA V. CESPON

Regional Representative - Region XIII

SIS. ANGELA L. BAES

Regional Representative - Region XIV

CONSULTANTS:

REV. FR. JERONIMO MA. J. CRUZ	International Chaplain
SIS. YOLANDA U. DAGANDAN	International Advocate

COUNCIL OF ADVISERS:

SIS. MILA A. VILLANUEVA	Past International Regent (2013-2014)
SIS. LYDIA L. RAMIREZ	Past International Regent (2011-2012)
SIS. JEAN T. VELARDE	Past International Regent (2009-2010)

EDITORIAL BOARD:

SIS. SALVACION T. ESTRADA	Newsette Editor
SIS. CARMEN P. BAQUILID	Chairperson – Pro-Life
SIS. EDNA MAY O. LANDICHO	Chairperson – Morality in Media
SIS. JULIETA V. CRUZ	Chairperson - Upliftment of Women Workers
SIS. MARY ANNIE G. JABINES	Chairperson - Welfare of Prisoners’ Families & their Victims
SIS. CATALINA REBECCA A. PINEDA	Chairperson-Youth Welfare/Squirettes of Mary Immaculate
SIS. RUBY P. MACARIO	SMI Coordinator – Luzon
SIS. CONCHITA P. NIERRE	SMI Coordinator – Visayas
SIS. ROSALINDA C. PIMENTEL	SMI Coordinator - Mindanao

RATIFIED BY THE GENERAL MEMBERSHIP DURING THE DMII 20TH BIENNIAL CONVENTION HELD ON APRIL 24, 2016 AT SMX LANANG, DAVAO CITY ON MOTION OF SIS. NORMA ABOLENCIA OF REGION XI, UNANIMOUSLY SECONDED BY ABOUT TWO THOUSAND DMIs IN ATTENDANCE WITH ONLY ONE OBJECTION. THE AMENDED RULES AND REGULATIONS TAKE EFFECT IMMEDIATELY UPON ITS RATIFICATION ON APRIL 24, 2016.

CERTIFIED TRUE AND CORRECT:

SIS. ALMA L. CAGAMPANG
International Secretary

ATTESTED:

A handwritten signature in black ink, appearing to read 'R. Conge-Pacanan', is centered on a light green rectangular background.

SIS. REBECCA CONGE-PACANAN
International Regent
Presiding Officer

APPENDIX

DAUGHTERS OF MARY IMMACULATE INTERNATIONAL

Guidelines for the Election of the International Officers

- 1. The new set of Board of Trustees (International Board Members or Regional Representatives) immediately after election shall meet together and elect the following officers: International Regent, Vice-International Regents for Luzon, Visayas and Mindanao, International Secretary, International Treasurer and other officers as it may deem necessary I the conduct of their affairs from among themselves.**

Election will be among themselves.

- 2. Only members of the new set of Board of Trustees (Board of Member or RR) regardless of the Area/Region where they belong can nominate for the officers to be elected.**
- 3. For the position of International Regent, all Past Present Board of Trustees (Board Member or RR) are qualified to be nominated provided she belongs to the area on deck (Luzon, Visayas, Mindanao) and is present during the election.**
- 4. Nominations should be properly closed and seconded; no limit to the numbers of nominees.**
- 5. There shall be no nomination from the floor.**
- 6. All nominees to be elected must be present.**
- 7. Voting is by secret balloting.**
- 8. In case of absences, voting by proxy will be allowed provided the absent Board Member (RR) presents a valid written document stating the reason for absence and naming her substitute, belonging to the same region.**
- 9. Candidates garnering the highest number of votes will be declared winners.**
- 10. In case of tie, another round of voting will take place till 3 rounds. If a tie persists, the 2 years term of officer will be served one year for each Board Member (RR) except for the position of International Regent. As such the present International Regent, being the fifteenth member of the Board of Trustees, will break the tie on the 4th round of voting.**

