



DEPARTMENT OF EDUCATION

Region X-Northern Mindanao

DIVISION OF MALAYBALAY CITY

Sayre Highway, Purok 6, Casisang., Malaybalay City

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173
ed-MALAYBALAY CITY DIVISION

RELEASED


January 20, 2015

re: JAN 20 2015 Time: 3:13 PM
Annabelle

DIVISION ADVISORY

**DISSEMINATING MEMORANDUM DATED JAN. 15, 2015 OF THE CITY
ADMINISTRATOR'S OFFICE RE: SSS MEMBERSHIP**

TO : **All Job Order Personnel**
This City

FROM : 
EDILBERTO L. OPLENARIA
Schools Division Superintendent

1. For information and guidance of all concerned, this Office hereby disseminates the herein memorandum dated January 15, 2015 *re: SSS Membership*, which is self-explanatory.
2. For widest dissemination.

Encl.:
As stated

Copy furnished:
Records Section
AO File

Diwanos



Republic of the Philippines
Province of Bukidnon
CITY OF MALAYBALAY

REC-1 332
JAN 16 2015
5:00
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CITY ADMINISTRATOR'S OFFICE
Tel. no./s. (088) 221-3021/ (088) 813-3166

January 15, 2015

MEMORANDUM

TO : ALL JOB ORDER PERSONNEL
This City

SUBJECT : SSS Membership

Pursuant to the Memorandum of Agreement entered into by the Department of Interior and Local Government and Social Security System and to the Social Security Commission Resolution No. 170, series of 2014, *re : compulsory SSS coverage for contractual and job order personnel of Local Government Units*; we are requiring all job order personnel of LGU Malaybalay City to register as members of the Social Security System or SSS.

This is mandated in order to provide social security program for all self employed individuals and qualified Filipino workers against the hazards of disability, sickness, maternity, old age, death and other contingencies.

A minimum of 330.00Php monthly contribution will be deducted from your payroll effective January 2015. For those who prefer a higher contribution, you may refer to the attached SSS Contribution Schedule for the amount. Should you prefer a higher contribution, kindly inform the payroll in charge in your respective offices for adjustment.

Also attached is your SSS Registration Form (RS-1) to be filled using a black ballpen. Your RS-1 must be submitted along with the required documents (pls. see back of RS-1 form for requirements) to the City Human Resource Management Office on or before January 27, 2015.

HR and accounting personnel will be making rounds to explain once more about the subject.

Please be guided.


HERCULANOS S. RONOLO
City Administrator

SS NUMBER 		SOCIAL SECURITY SYSTEM SELF-EMPLOYED DATA RECORD <small>FORM BRG-103</small>		RS-1 <small>(REV. 7/91)</small>	
SURNAME		GIVEN NAME	MIDDLE NAME	DATE OF BIRTH	PLACE OF BIRTH
ADDRESS 					
SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE		CIVIL STATUS <input type="checkbox"/> SINGLE <input type="checkbox"/> MARRIED <input type="checkbox"/> WIDOWER		TELEPHONE NUMBER: RESIDENCE: _____ OFFICE: _____	
POSTAL CODE <small>(SSS USE ONLY)</small>	PROFESSION/BUSINESS	YEAR PROFESSION/ BUSINESS STARTED	PROFESSION/BUSINESS CODE (SSS USE ONLY)	DATE OF COVERAGE <small>(SSS USE ONLY)</small>	
TAX IDENTIFICATION NUMBER		YEARLY NET EARNINGS P _____	MONTHLY NET EARNINGS P _____		
BENEFICIARY/IES					
SPOUSE		AGE	FATHER		AGE
CHILDREN		AGE	MOTHER		AGE
1. _____			OTHER BENEFICIARIES (if you do not have spouse, children and parents.) NAME RELATIONSHIP 1. _____ 2. _____ 3. _____		
2. _____					
3. _____					
4. _____					
5. _____					
DATE RECEIVED:			I HEREBY CERTIFY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT.		
			_____ SIGNATURE		
			THUMBMARKS		
			LEFT	RIGHT	

PLEASE SEE INSTRUCTION AT THE BACK

Attention: All Employers, Employees, Self-employed, Voluntary & OFW members

NEW SSS CONTRIBUTION SCHEDULE

Effective for the applicable month of January 2014
 The additional 0.6% in the contribution rate shall be shouldered equally by the employer (ER) and employee (EE) who shall pay at 7.37% and 3.63%, respectively. Self-employed (SE), Voluntary Members (VM) and OFWs shall pay at the total rate of 11%.

RANGE OF COMPENSATION	MONTHLY SALARY CREDIT*	EMPLOYER - EMPLOYEE						SEMM/OFW	
		SOCIAL SECURITY		TOTAL CONTRIBUTION		TOTAL CONTRIBUTION		TOTAL CONTRIBUTION	
		ER	EE	ER	EE	ER	EE		
1,000 - 1,249.99	1,000	73.70	36.30	110.00	10.00	83.70	36.30	120.00	110.00
1,250 - 1,749.99	1,500	110.50	54.50	165.00	10.00	120.50	54.50	175.00	165.00
1,750 - 2,249.99	2,000	147.30	72.70	220.00	10.00	157.30	72.70	230.00	220.00
2,250 - 2,749.99	2,500	184.20	90.80	275.00	10.00	194.20	90.80	285.00	275.00
2,750 - 3,249.99	3,000	221.00	109.00	330.00	10.00	231.00	109.00	340.00	330.00
3,250 - 3,749.99	3,500	257.80	127.20	385.00	10.00	267.80	127.20	395.00	385.00
3,750 - 4,249.99	4,000	294.70	145.30	440.00	10.00	304.70	145.30	450.00	440.00
4,250 - 4,749.99	4,500	331.50	163.50	495.00	10.00	341.50	163.50	505.00	495.00
4,750 - 5,249.99	5,000	368.30	181.70	550.00	10.00	378.30	181.70	560.00	550.00
5,250 - 5,749.99	5,500	405.20	199.80	605.00	10.00	415.20	199.80	615.00	605.00
5,750 - 6,249.99	6,000	442.00	218.00	660.00	10.00	452.00	218.00	670.00	660.00
6,250 - 6,749.99	6,500	478.80	236.20	715.00	10.00	488.80	236.20	725.00	715.00
6,750 - 7,249.99	7,000	515.70	254.30	770.00	10.00	525.70	254.30	780.00	770.00
7,250 - 7,749.99	7,500	552.50	272.50	825.00	10.00	562.50	272.50	835.00	825.00
7,750 - 8,249.99	8,000	589.30	290.70	880.00	10.00	599.30	290.70	890.00	880.00
8,250 - 8,749.99	8,500	626.20	308.80	935.00	10.00	636.20	308.80	945.00	935.00
8,750 - 9,249.99	9,000	663.00	327.00	990.00	10.00	673.00	327.00	1,000.00	990.00
9,250 - 9,749.99	9,500	699.80	345.20	1,045.00	10.00	709.80	345.20	1,055.00	1,045.00
9,750 - 10,249.99	10,000	736.70	363.30	1,100.00	10.00	746.70	363.30	1,110.00	1,100.00
10,250 - 10,749.99	10,500	773.50	381.50	1,155.00	10.00	783.50	381.50	1,165.00	1,155.00
10,750 - 11,249.99	11,000	810.30	399.70	1,210.00	10.00	820.30	399.70	1,220.00	1,210.00
11,250 - 11,749.99	11,500	847.20	417.80	1,265.00	10.00	857.20	417.80	1,275.00	1,265.00
11,750 - 12,249.99	12,000	884.00	436.00	1,320.00	10.00	894.00	436.00	1,330.00	1,320.00
12,250 - 12,749.99	12,500	920.80	454.20	1,375.00	10.00	930.80	454.20	1,385.00	1,375.00
12,750 - 13,249.99	13,000	957.70	472.30	1,430.00	10.00	967.70	472.30	1,440.00	1,430.00
13,250 - 13,749.99	13,500	994.50	490.50	1,485.00	10.00	1,004.50	490.50	1,495.00	1,485.00
13,750 - 14,249.99	14,000	1,031.30	508.70	1,540.00	10.00	1,041.30	508.70	1,550.00	1,540.00
14,250 - 14,749.99	14,500	1,068.20	526.80	1,595.00	10.00	1,078.20	526.80	1,605.00	1,595.00
14,750 - 15,249.99	15,000	1,105.00	545.00	1,650.00	30.00	1,135.00	545.00	1,680.00	1,650.00
15,250 - 15,749.99	15,500	1,141.80	563.20	1,705.00	30.00	1,171.80	563.20	1,735.00	1,705.00
15,750 - over	16,000	1,178.70	581.30	1,760.00	30.00	1,208.70	581.30	1,790.00	1,760.00

* The minimum salary credit for OFW is P5,000. The maximum salary credit has increased to P16,000 from P15,000.

SEMM/OFW members who have already paid their contributions in advance for the applicable months of January 2014 onwards based on the old contribution schedule are advised as follows:

1. Those with advance payments at the minimum MSC of P1,000 (P5,000 for OFW members) shall settle underpayments amounting to P6.00 per month (P30.00 per month for OFW members); otherwise, such advance payments shall be deemed as ineffective contributions; and
2. Those with advance payments at an MSC other than the minimum may opt to pay the corresponding increase in contributions to retain posting at the same MSC; otherwise, such advance payment shall be posted at the applicable lower MSC.