

2015-01-008



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF CUSTOMS

17 December 2014

MEMORANDUM

TO : All Deputy Commissioners
Service Directors
Division Chiefs
Disbursing Officers
All Others Concerned

FROM : The Deputy Commissioner
Internal Administration Group

SUBJECT : Government Service Insurance System Memorandum
Circular No. 4 dated 03 October 2014

- 1.0 This is to inform you of GSIS Memorandum Circular No. 4 dated 03 October 2014 reminding all concerned personnel who have existing loans with the GSIS as a result of Typhoon Yolanda, to observe and comply with the following:
- 1.1 Loan repayment will be effective November 2014 for loan accounts covered by the moratorium;
 - 1.2 Ensure the continued payment or remittance of the corresponding monthly amortizations of members' outstanding loans with GSIS;
 - 1.3 Employees who are paying loan amortizations "over-the-counter" shall resume payment of the required monthly amortization without need of notice or demand;
 - 1.4 Borrowers of housing loan whose payment of monthly amortization is through post-dated checks (PDCs) shall issue new set of PDCs not later than 1 November 2014.
- 2.0 For your information, guidance and compliance. Thank you.


ARTURO M. LACHICA, CESO II

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GSIS Government Service Insurance System

Financial Center, Pasay City, Metro Manila 1308

ADMINISTRATION OFFICE

Received by: D. DIZ

Date: 11-25-14

Time: 2:24 PM

03 November 2014

Internal Admin. Group

Received by: VICKY REYES

Date: 11/24/14

Time: 3:15

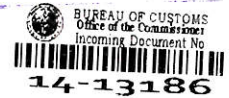


HON. JOHN P. SEVILLA

Commissioner
Bureau of Customs NAIA
NAIA Road, Pasay City

Attention: Atty. Kriden F. Balgomera
Administrative Office

Ms. Annalyn Reyes
Agency Authorized Officer



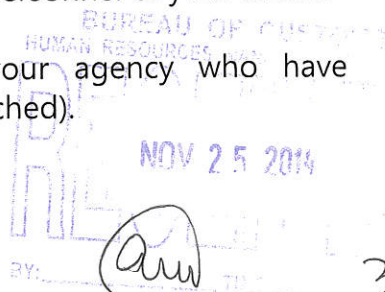
Dear Hon. Sevilla,

The one year moratorium program for payment of loan amortizations from members affected by Typhoon *Yolanda* shall end on October 31, 2014.

With reference to **GSIS Memorandum Circular No. 4 dated 03 October 2014**, we would like to remind your good Office of the following:

1. To ensure the prompt resumption of payment effective November 2014 for loan accounts covered by the moratorium;
2. To ensure the continued payment or remittance of the corresponding monthly amortizations of your members' outstanding loans with GSIS;
3. To advise employees of your Agency who are paying loan amortizations "over-the-counter" to resume payment of the required monthly amortization without need of notice or demand;
4. To advise borrowers of housing loan whose payment of monthly amortization is through post-dated checks (PDCs) to issue new set of PDCs not later than 1 November 2014.
5. To disseminate this Advisory to all concerned personnel of your Office.

We have attached the list of members from your agency who have outstanding loans as of September 30, 2014 (see attached).



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The list contains the following classifications of loans both from active and inactive members:

1. Due and Demandable account, which are payable immediately by the borrower;
2. Loans availed prior to Typhoon *Yolanda* and not renewed up to this time (qualified for moratorium);
3. Loans availed from November 15, 2013 to December 31, 2013 and not renewed up to this time (qualified for moratorium);
4. Loans availed from January 1, 2014 to September 30, 2014 (not qualified for moratorium except for HELP and Emergency Loans).

The attached list also includes the amount of arrearages for each loan type and the minimum payment required (MPR) to make the borrower's account current.

We also would like to remind our members through your Office, that non-payment of account or incurring arrearages equivalent to 6 months or more would make the loan due and demandable. The effect of loans becoming due and demandable are as follows:

1. Additional interest at 12% per annum;
2. Imposition of penalties/surcharges at 6% per annum;
3. Cancellation of redemption insurance coverage.

Repayment for loans granted after September 30, 2014 and not included in the attached list shall likewise be continued or implemented as they become due.

Please be advised that this notice is separate and distinct from our regular monthly billing as this notice covers arrearages up to September 30, 2014 only.

Finally, we would like to take this opportunity to thank you for working harmoniously with GSIS. Truly, it has made both our services to our stakeholders better, especially in times of need.

Very truly yours,



RACHEL T. EDJAN

Department Manager
National Capital Region Department I
NCR Operations Group

ANNEX "A"

Agency BU OF CUSTOMS NAIA
 Agency BP 1000013295
 Handling Office DEPARTMENT I

BPNO	Name/Status	Loan Type	Contract No	Loan Amount	Amortization	Term Start	Term End	OBAL	Arrears	MPR	Status	Remarks
2001023576	ABUYEN, PETRONILO M (Active)	ECP	20000675689	10,094.88	338.68	12/2007	02/2011	0.10	0.10	0.10	DND	Do #1
		PRG	90000419221	4,341.82	100.00	10/2007	04/2027	6,579.07	-	-	Current	Do #3

END OF LIST

Notes and Legends:

- OBAL** - Outstanding Balance of the loan, includes the accrued insurance premiums, interest, surcharge and principal balance
- Arrears** - the total unpaid amortizations including redemption and fire insurance premiums during the moratorium period, if any.
- MPR** - Minimum Payment Required refers to the amount needed to restore the account to current status or fully settle an account that is already due and demandable.
- Current** - Account has one (1) month or less of unpaid amortization.
- In Arrears** - Account has more than one (1) month but less than six(6) months of total unpaid amortizations.
- DND** - Due and Demandable refers to account that is already past the repayment term or account that has six (6) months or more of total unpaid amortizations.
- Do # 1** - Agency to collect from the member and remit promptly to GSIS the amount indicated in column OBAL
- Do # 2** - Agency to collect from the member and remit promptly to GSIS the amount indicated in column Arrears or MPR, then resume/continue monthly deduction and remittance of the same to GSIS until the account is fully paid.
- Do # 3** - Agency to resume/continue monthly deduction and remittance of the same to GSIS until the account is fully paid.

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