



GSIS Government Service Insurance System
Financial Center, Pasay City, Metro Manila 1308

GSIS Memorandum Circular No. 02-2015 Series of 2015

To: HEADS OF CONSTITUTIONAL BODIES; BUREAUS AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT OWNED OR CONTROLLED CORP.; STATE UNIVERSITIES AND COLLEGES; AND ALL OTHERS CONCERNED

Subject: REVISED MEMORANDUM CIRCULAR ON RETIREMENT APPLICATIONS OF PUBLIC OFFICERS WITH OFFENSES FALLING UNDER GRAFT AND CORRUPTION PRACTICES (AS DEFINED UNDER REPUBLIC ACT NO. 3019)

After consultation and coordination with concerned government agencies, including the Civil Service Commission (CSC), Commission on Audit (COA) and Office of the Ombudsman last September 15, 2014 during the 3rd Technical Working Group (TWG) Meeting on the Implementation of Republic Act No. 10154, the following amendments are made with respect to GSIS Memorandum Circular No. 02, series of 2014:

1. The submission of the Declaration Form on the Pendency / Non-Pendency of Case is not required upon filing of the retirement application. The GSIS will request the retiring member to submit the Declaration Form on the Pendency/Non-Pendency of Case after the processing of claim but before eCrediting of the retirement benefits.
2. In the event that the Declaration Form submitted states that the prospective retiree has a pending criminal or administrative case, the GSIS shall send a letter reminder to the Head of Agency (or the disciplining authority under which the case is pending) to inquire on the status of the case, prior to the release of the retirement benefits.
3. The GSIS shall release the retirement benefit as follows:
 - a. If the claim was filed before effective date of retirement, and the case remains pending or unresolved after the 90-day period (from the date of retirement) without any response from the Head of Agency or Disciplining Authority, the GSIS shall release the benefits without prejudice to the resolution of the case.

- b. If the claim was filed on or after the effective date of retirement, and the case remains pending or unresolved after the 90-day period (from the date of filing) without any response from the Head of Agency or Disciplining Authority, the GSIS shall release the benefits without prejudice to the resolution of the case.
 - c. The GSIS shall continue to withhold the release of the retirement benefits of retirees whose cases are on appeal pursuant to Rule III, Section 6 of CSC Memorandum Circular No. 07, s. 2013.
- 4. Henceforth, all applications for retirement of GSIS members with pending cases falling under R.A. No. 3019, as amended, shall be processed and the retirement benefits released in accordance with the provisions of R.A. No. 10154 and its Implementing Rules and Regulations.
 - 5. In the implementation of the provisions of R.A. No. 10154, the concerned government agencies shall be guided by the Implementing Rules and Regulations of R.A. No. 10154 as issued by the Civil Service Commission.
 - 6. This Memorandum-Circular supersedes GSIS Memorandum Circular No. 002, Series of 2014.


ROBERT G. VERGARA
President & General Manager

Date Signed FEB 27 2015

