



GSIS MEMORANDUM CIRCULAR NO. 008 SERIES OF 2019
00 429-19

TO HEADS OF CONSTITUTIONAL BODIES, BUREAUS, AND AGENCIES OF THE NATIONAL GOVERNMENT; LOCAL GOVERNMENT UNITS; GOVERNMENT OWNED OR CONTROLLED CORPORATIONS; STATE UNIVERSITIES AND COLLEGES AND ALL OTHERS CONCERNED

SUBJECT DISCONTINUANCE OF THE REQUIREMENT FOR REMITTING AGENCIES TO SUBMIT PRINTED COPIES OF REMITTANCE LISTS TO THE GSIS

Effective **July 2019** all Remitting Agencies (RAs) are no longer required to submit printed copies of Remittance Lists (RLs) to the GSIS in view of the adoption of the Electronic Billing and Collection System (eBCS) facility, which allows the RAs to download their respective Electronic Billing Files (EBF) and upload their Electronic Remittance Files (ERFs) to the GSIS database.

The discontinuance of submission of printed RLs is expected to provide the following advantages:

1. RAs shall be compelled to fully adopt and utilize the functions of the eBCS, thus enhancing timely reconciliation of members' records and allowing for the timely and accurate posting of members' premium and loan payments to the GSIS data base;
2. Address storage issues of physical documents by freeing up space in records rooms and office desks through a shift to an electronic and paperless work environment;
3. Cost efficiencies for both RAs and GSIS through savings generated from reduction in the use of physical and manpower resources; and
4. Ease of doing business with the GSIS by reducing documentary submissions.

For your information and guidance.

ORIGINAL SIGNED

GRACITA GILDA V. BOCANEGRA
OIC, Office of the President and General Manager

Date Signed: MAY 21 2019