



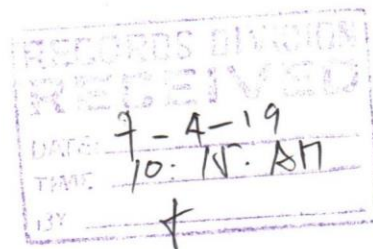
3 July 2019

**MEMORANDUM CIRCULAR NO. 65**

Series of 2019

**T O: VSU Faculty Members and Staff**

**R E: Financial Literacy Seminar**




The Government Service Insurance System (GSIS) has started implementing its new program called GSIS Financial Assistance Loan II (GFAL II).

With this, everyone is enjoined to attend a Financial Literacy Seminar to be conducted by GSIS on **July 9, 2019, 2:00PM at PhilRootcrops Training Hall**. The activity aims to orient government employees regarding the above-mentioned program. **Moreover, this seminar is necessary requirement in the availment of GFAL II Program.**

For those who are interested to avail of GFAL II, your attendance is a must. Kindly contact Ms. Ma. Fe Gayanilo to confirm your attendance on or before July 5, 2019.

Please see attached GSIS Memorandum Circular No. 009 Series of 2019 for the additional requirements.

For information and guidance.

  
**EDGARDO E. TULIN**  
President <sup>o/c</sup> 7/3/19

cc: OVPAF  
PRPEO/ODAHRD  
PhilRootcrops  
Records  
File





# GSIS

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

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GSIS Memorandum Circular No. 009 Series of 2019

FOR : 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 OTHER CONCERNED

SUBJECT : APPLICATION FOR GSIS FINANCIAL ASSISTANCE LOAN II (GFAL II)

The nationwide implementation of the GSIS Financial Assistance Loan II (GFAL II) was approved by the GSIS Board of Trustee under Board Resolution No. 62 dated 15 May 2019.

GFAL II is a balance-transfer and debt-consolidation facility that intends to help various government employees (members) pay their loans from accredited lending institutions (LIs) at lower monthly amortization.

Government Agencies who are interested to participate in the program must enter into a Memorandum of Agreement (MOA) with the GSIS.

Active members with outstanding loans from agency-accredited LIs may apply for GFAL II if they:

1. Are permanent employees;
2. Have paid premiums for the last three (3) years;
3. Are not on leave without pay;
4. Have no due and demandable GSIS loan; and
5. Have no pending administrative or criminal case

If an accredited LI has filed a case against members for non-payment of obligations after GSIS loan payments, such members are still eligible to apply for GFAL.

Qualified members may borrow up to Php500,000.00, provided their take-home pay will not go lower than the amount required under the General Appropriations Act after their monthly obligations have been deducted. The loan proceeds will be paid directly to the concerned LI(s).

The loan is payable in monthly instalments for six (6) years at six percent (6%) interest rate per annum computed in advance. Payments will be automatically deducted from the borrower's salary.



The application procedure is as follows:

1. Submit the following complete requirements to the nearest GSIS Office.

- 1.1 Duly accomplished GFAL Application Form (**Annex A**)

(Application form may also be downloaded from [https://www.gsis.gov.ph/downloads/forms/20180504-FORMS-GFAL\\_Application.pdf](https://www.gsis.gov.ph/downloads/forms/20180504-FORMS-GFAL_Application.pdf));

- 1.2 Duly accomplished GSIS-prescribed Statement of Account (SOA) (**Annex B**) with clear copy of the ID of the Lending Institutions' representative authorized to claim the check and contact details (SOA form may also be downloaded from [https://www.gsis.gov.ph/downloads/forms/20180504-FORMS-GFAL\\_SOA.pdf](https://www.gsis.gov.ph/downloads/forms/20180504-FORMS-GFAL_SOA.pdf));

- 1.3 Borrower loan agreement indicating the original and net loan amount, loan voucher, or other PLI-certified documents indicating the term, interest rate, monthly amortization, and first amortization due date of the loan (to be transferred under GFAL); and

- 1.4 Agency Authorized Officer (AAO)-certified true copy of the applicant's payslips for the last three (3) months.

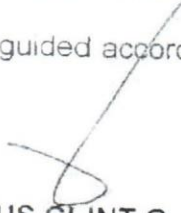
2. Attend the GSIS Financial Literacy Seminar indicated in the endorsement slip given upon submission of the requirements.

3. Complete the loan evaluation and counselling process.

4. Sign the loan documents.

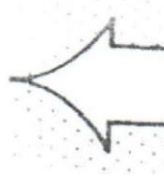
For details, visit the GSIS website, [www.gsis.gov.ph](http://www.gsis.gov.ph), or Facebook account, @gsis.ph; email [gsiscare@gsis.gov.ph](mailto:gsiscare@gsis.gov.ph) or call the GSIS Contact Center at 847-47-47 if in Metro Manila or 1-800-8-847-47-47 (for Globe [free with minimum Php8.00 loan] and TM subscribers) or 1-800-10-847-4747 (for Smart, Sun, and Talk N' Text subscribers; Php8.00/call).

Please be guided accordingly.

  
**ATTY. JESUS CLINT O. ARANAS**  
President and General Manager

JUN 06 2019

Date Signed



**GOVERNMENT SERVICE INSURANCE SYSTEM**  
Financial Center, Roxas Blvd., Pasay City

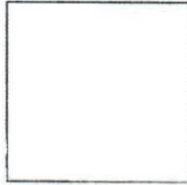
**AUTHORIZATION TO RECEIVE CHECKS**  
(For January - December \_\_\_\_)

This is to certify that Mr./Ms. \_\_\_\_\_  
whose signature and photograph appear below is the authorized representative of \_\_\_\_\_, duly accredited by the  
Frontline Services Unit (FSU), Government Service Insurance System (GSIS).

This Agency hereby authorizes the said person to acknowledge receipt of GSIS check/s.

SPECIMEN SIGNATURES      INITIALS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



It is understood that in case of suspension, resignation, separation from office of the above mentioned Authorized Representative or changes in the designation for any reason, it is the obligation of this office to terminate the authority given to them and immediately notify the Checks Releasing under the Treasury Office within two (2) days from termination of his/her services. The Treasury Office shall not be held liable to any unauthorized transactions made by said representative. In case of their office's failure to report such changes, it is also further understood that the Treasury Office has the right to revoke this authorization for cause.

\_\_\_\_\_  
SIGNATURE OVER PRINTED NAME

\_\_\_\_\_  
Official Title/Designation

\_\_\_\_\_  
GOVERNMENT ISSUED ID NO.

OFFICE NAME : \_\_\_\_\_  
Address : \_\_\_\_\_  
Tel. No. \_\_\_\_\_ Fax No. \_\_\_\_\_ Mobile No. \_\_\_\_\_

SUBSCRIBED AND SWORN TO before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
Affiant exhibiting to me his/her Community Tax Receipt No. \_\_\_\_\_ issued at \_\_\_\_\_  
\_\_\_\_\_

Notary Public  
Until December \_\_\_\_, 20\_\_

Doc No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of 20 \_\_\_\_\_

**GSIS ACTION**

Recommending Approval:

APPROVED:

### Checklist of Requirements

- 2 copies of Notarized GSIS Authorization Form duly accomplished
- Authorization letter with letterhead/logo of the company duly approved by the Head of the Company/Office/Proprietor and/or any Authorized officer/official of the Company/Office (specify until December 2018)
- Photocopy (back to back) of two(2) valid ID's (**1 company ID and one(1) valid ID listed below**) of the Authorizing officer
- Photocopy (back to back) of two(2) valid ID's (**1 company ID and one (1) valid ID listed below**) of the person/s authorized to pick up GSIS checks
- Business Permit
- Official Receipt
- Other documents as may be deemed necessary

### List of Acceptable IDs for check release/pick-up:

1. E-Card/UMID
2. Driver's License\*
3. Professional Regulation Commission (PRC)\*
4. Passport\*
5. Senior Citizen ID
6. SSS ID
7. COMELEC ID/Voters ID/COMELEC Registration Form
8. NBI Clearance
9. Integrated Bar of the Philippines (IBP)
10. Firearms License \*
11. AFPSLAI ID\*
12. PVAO ID
13. AFP Beneficiary ID
14. BIR (TIN)
15. Pag-ibig ID
16. Persons with Disability (PWD) ID
17. Solo Parent ID
18. Pantawid Pamilya Pilipino Program (4Ps) ID\*
19. Barangay ID\*
20. Philippine Postal ID \*
21. Philhealth ID

\*within validity period

*Note: All IDs presented should have photo and signature.*