REPUBLIC OF THE PHILIPPINES

TANGGAPAN NG SANGGUNIANG PANLUNGSOD

2/F City Hall Bldg., J. Miranda Ave., Con. Peq., Naga City

Tel: 472-79-19 - 473-20-51

RESOLUTION NO. 2019-181

RESOLUTION RATIFYING THE MEMORANDUM OF AGREEMENT ENTERED INTO BY AND BETWEEN THE NAGA CITY GOVERNMENT AND SOCIAL SECURITY SYSTEM (SSS) RELATIVE TO THE LATTER’S KULTASSS-COLLECT PROGRAM:

Sponsor: Hon. Dana Katherine C. Vasquez
City Youth Councilor

WHEREAS, received by the Sangguniang Panlungsod for appropriate action is the 1st Indorsement dated May 9, 2019 from His Honor, the City Mayor, indorsing for ratification the Memorandum of Agreement entered into by and between the Naga City Government and Social Security System (SSS);

WHEREAS, the KultasSSS-Collect Program of the Social Security System aimed at providing social security protection to all self-employed persons and other qualified Filipino workers regardless of trade, business or occupation against the hazards of disability, sickness, maternity, old age, death and other contingencies;

WHEREAS, copy of the Memorandum of Agreement is hereto attached as integral part of this resolution;

WHEREAS, finding the same to be in order;

NOW, THEREFORE, on motion of the Honorable City Youth Councilor Dana Catherine C. Vasquez, seconded by Hon. Julian C. Lavadia Jr. and Hon. Antonio B. Beltran;

BE IT RESOLVED, as it is hereby resolved, to ratify the Memorandum of Agreement entered into by and between the Naga City Government and Social Security System (SSS) relative to the latter’s KultasSSS-Collect Program.

LET COPIES of this resolution be furnished His Honor, the City Mayor, and the Social Security System (SSS), through Ms. Claribel L. Rebueno, Branch Head II, for their information.

APPROVED.

Adopted: May 28, 2019

XXX XXX XXX

WE HEREBY CERTIFY to the correctness of the foregoing resolution.

GIL A. DE LA TORRE
Secretary to the
Sangguniang Panlungsod

NELSON B. LEGACION
City Vice Mayor
& Presiding Officer

2/F City Hall Building, Juan Miranda Avenue, Concepcion Pequeña, Naga City
Tel: 473-20-51 - 473-20-49  www.facebook.com/spnagacity
MEMORANDUM OF AGREEMENT
(SSS Naga Branch – Local Government Unit of Naga Partnership)

KNOW ALL MEN BY THESE PRESENTS:

This Memorandum of Agreement (AGREEMENT) entered into by and between:

The SOCIAL SECURITY SYSTEM – NAGA BRANCH with principal office address at the SSS Building, Concepcion Pequena, Naga City, represented herein by its Branch Head II, CLARIBEL L. REBUENO, hereinafter referred to as the SSS Naga,

- and -

The LOCAL GOVERNMENT UNIT OF NAGA, a political subdivision of the government of the Republic of the Philippines, with office address at J. Miranda Avenue, Concepcion Pequena, Naga City represented herein by its Honorable Mayor, JOHN G. BONGAT, hereinafter referred to as the “LGU NAGA”.

WITNESSETH:

WHEREAS, the SSS is intensifying its coverage through various programs including its KalsaSSS-Collect Program (the “Program”) to provide social security protection to all self-employed persons and other qualified Filipino workers regardless of trade, business or occupation against the hazards of disability, sickness, maternity, old age, death and other contingencies;

WHEREAS, the regular/permanent employees of LGU NAGA, who are existing SSS members by virtue of their previous private employment or self-employment, opt to continue paying contributions as Voluntary members while others who are not yet SSS members but who qualify for the SSS Self-Employed Program wish to apply for SSS coverage under the said program;

NOW, THEREFORE, for and in consideration of the foregoing premises, the parties hereto agree and stipulate as follows:

I. UNDERTAKING OF THE PARTIES

1. The LGU NAGA shall:

   1.1 Assign a permanent LGU NAGA employee as Liaison Officer for SSS and a permanent employee under Accounting Office to perform the function of remittance for all SSS premium contributions, including those covered in the previous MOA for the city contractual and job-order personnel.

   1.2 Ensure the SSS coverage of its qualified and interested casual and regular/plantilla personnel, who are not yet members of the SSS, by requiring them to register as Self-employed members of the SSS, and submit a separate list of all covered casual and regular/plantilla
personnel to the SSS, showing the names, dates of birth and SS number, if any;

1.3 Automatically deduct the monthly SS contributions from the salaries, wages and/or fees of its personnel, whether casual and regular/plantilla personnel, who are registered Self-employed members based on the approved SS monthly contribution indicated in the processed Personal Record (SS Form E-1) or Member Data Change Request (SS Form E-4)/registration form. The LGU NAGA has no obligation to pay the employer counterpart of the said contributions;

1.4 Remit the said SS contributions to the nearest SSS Branch with tellering facility or to any accredited bank or payment center on or before the 10th day of the following month;

1.5 Prepare a Contributions Collection List (CCL) of SS contributions from casual and regular/plantilla personnel, respectively, and submit to the SSS within five (5) working days from date of remittance of SS contributions; and

1.6 On a regular basis, allow SSS to take part in events, conventions, forums and such other activities of the LGU NAGA for purposes of orientation, special registration, UMID card enrollment and for other purposes, subject to existing SSS rules and regulations;

1.7 Act as conduit of SSS in information dissemination through any available media such as Circular, Newsletter, official website and other social media sites.

2. The SSS shall:

2.1 Conduct on-site registration of all qualified casual, regular/plantilla employees of the LGU NAGA on a continuing basis;

2.2 Assign an Account Officer who shall manage the LGU NAGA account and assist in the implementation of this AGREEMENT;

2.3 Process SS Form E-1 or SS Form E-4/registration form of casual and regular/plantilla employees of the LGU NAGA in accordance with existing guidelines, policies and procedures;

2.4 Provide LGU NAGA with the masterlists of casual and regular/plantilla personnel showing the SS numbers, names and approved Monthly Contributions based on the processed registration forms paying as self-employed and voluntary members showing the SS numbers, names and preferred Monthly Contributions;

2.5 Assist the Liaison Officer in the installation of the required Contributions Collection List (CCL) File Generator; provide the LGU NAGA with a supply of applicable Contributions Payment Forms and facilitate the remittance of contributions through the SSS Branch tellering facility;

2.6 Regularly monitor the remittance and posting of monthly contributions of casual and regular/plantilla employees paying SS contributions as self-employed and voluntary members;
II. REVIEW OF TERMS AND CONDITIONS

Any amendment, modification or alteration of the provision/s of this AGREEMENT may be made at any time during the period of its effectivity. Provided, however, that such amendment, modification or alteration shall be in writing and with the concurrence of both Parties.

III. GOVERNING LAW

This AGREEMENT shall be governed by and construed in accordance with the SS Law, as amended, and other applicable laws, rules and regulations of the Republic of the Philippines.

IV. EFFECTIVITY

This AGREEMENT shall take effect upon signing, and shall continue to be in full force and effect, unless otherwise revoked by the Parties.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have hereunto set their hands below on the date and at the place indicated in their respective Acknowledgments.

LOCAL GOVERNMENT UNIT OF NAGA

By:

HONORABLE JOHN G. BONGAT
City Mayor

SOCIAL SECURITY SYSTEM

By:

CLARIBEL L. REBUENO
Branch Head II
SIGN IN THE PRESENCE OF:

Engr. Nono M. Santiago III  
CEO II - AMS

PACIENCIA S. TABINAS  
CITY ACCOUNTANT

ACKNOWLEDGMENT

Republic of the Philippines

BEFORE ME, a Notary Public, for and in NAGA CITY, this day of 1-1-2019, 2019, personally appeared the following LGU and SSS officials who exhibited their valid IDs:

CTC/ID Valid ID No. Date/Place Issued

HON. MAYOR JOHN G. BONGAT  
CLARIBEL L. REBUENO

LGU- NAGA ID No. 16041
SSS ID ID No. 8521071

Known to me to be the same persons who executed the foregoing instrument and who acknowledged before me that the same is their free and voluntary act and deed and that of the entities that they represent.

The foregoing instrument refers to Memorandum of Agreement consisting of four (4) pages, including this page on which this Acknowledgement is written, signed by the parties, through their duly authorized representatives, and two (2) instrumental witnesses on each and every page thereof.

WITNESS MY HAND AND NOTARIAL SEAL, on the date and place first above-written.

NOTARY PUBLIC

Doc. No. 204
Page No. 2
Book No. 21
Series of 2019.