

# APPLICATION FOR UNEMPLOYMENT BENEFIT

(Please read conditions/particulars at the back)

Warning: Direct or indirect commission of fraud, collusion, falsification, misrepresentation of facts, or any other kind of anomaly in the accomplishment of this form, or in obtaining any benefit under this application shall be subject to administrative and/or criminal action.

\_\_\_\_\_ Date

(Must be filed within four [4] years from date of abolition of office or position)

## THE PRESIDENT & GENERAL MANAGER

Government Service Insurance System  
Financial Center, Roxas Blvd., Pasay City 1308

Sir:

I have the honor to apply for unemployment benefit provided for under RA 8291. For the information of the GSIS, I hereby declare to the best of my knowledge the following:

Name: \_\_\_\_\_ Sex: \_\_\_\_\_

Last Name

First Name

Middle Name

Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_ Civil Status: \_\_\_\_\_

Residence/Mailing Address: \_\_\_\_\_

Telephone No: \_\_\_\_\_ GSIS ID No: \_\_\_\_\_ Policy No: \_\_\_\_\_

Name & Address of Last Office: \_\_\_\_\_

Date of Abolition of Office/Position: \_\_\_\_\_ Status of Employment: \_\_\_\_\_

***Upon filing of this application, it is understood that I have previously secured a tentative computation of the amount of benefit I will receive, including the amounts deducted therefrom in payment of my unpaid obligations with GSIS and I fully conform to the same.***

*Very truly yours,*

\_\_\_\_\_  
Signature of Applicant

## TO BE FILLED UP BY THE PERSONNEL OFFICER OF THE AGENCY

The undersigned hereby certifies that:

1. M \_\_\_\_\_, a former employee of this office under permanent status, has been involuntarily separated from the service on \_\_\_\_\_ as a result of the:  
[ ] (a) abolition/reorganization of his office or [ ] (b) abolition of position in this agency; and,
2. has duly informed this office of his desire to apply for unemployment benefit allowed for government employees under Section 12 of RA 8291 and its implementing rules and regulations.

\_\_\_\_\_  
Signature of Personnel Officer over  
Printed Name

\_\_\_\_\_  
Name of Agency

\_\_\_\_\_  
Date

## TERMS AND CONDITIONS

### I. Unemployment benefit

This benefit is in the form of monthly cash payments equivalent to fifty percent (50%) of the average monthly compensation.

### II. Conditions for entitlement to Unemployment Benefit

- A. A member shall be entitled to the unemployment benefit in the form of monthly cash payments if all the conditions below are satisfied:
1. he/she was a permanent employee at time of separation;
  2. his/her separation was involuntary due to the abolition of his/her office or position resulting from reorganization; and,
  3. he/she has been paying the contributions specified under Rule 3.1 (a) for at least one (1) year prior to separation.
- B. A member who has rendered at least 15 years service will be entitled to the separation benefits described in Rule VI, instead of unemployment benefit.
- C. Application for unemployment benefits must be filed within 4 years from the date of unemployment as provided for under Sec. 28, RA 8291.

### III. Amount, Duration and Payment of Unemployment Benefit

Unemployment benefits in the form of monthly cash payments equivalent to fifty percent (50%) of the average monthly compensation shall be paid to permanent employee who is involuntarily separated from the service due to the abolition of his office or position usually resulting from reorganization: *Provided*, That he/she has been paying integrated contributions for at least one (1) year prior to separation. Unemployment benefits shall be paid in accordance with the following schedule:

<b>Contribution Made</b>	<b>Benefit Duration</b>
1 year but less than 3 years	2 months
3 or more years but less than 6 years	3 months
6 or more years but less than 9 years	4 months
9 or more years but less than 11 years	5 months
11 or more years but less than 15years	6 months

- IV. Those entitled to more than two (2) months of Unemployment Benefits shall initially receive two (2) monthly payments. A seven-day waiting period shall be imposed on succeeding monthly payments to determine whether the separated member has found gainful employment either in the public or private sector. In this regard, the member is required to immediately notify the GSIS at anytime he/she finds gainful employment or reenters the salaried workforce within the period of the benefit. If the member fails to report to GSIS his/her reemployment and continues to illegally receive the benefit, administrative and/or criminal action shall be instituted by the GSIS against the member.
- V. All accumulated unemployment benefits paid to the employee during his/her entire membership with the GSIS shall be deducted from the separation benefits to which the member may be entitled to upon his voluntary resignation or separation.