

TAMANG SAGOT

PHILHEALTH CIRCULAR NO.2015-039

Re: “Compliance to PhilHealth Remittance and Reporting Requirements Prior to Issuance/Renewal of Business License or Mayor’s Permit”

1. What is the PC all about?

The Circular was issued to inform the public that PhilHealth premium remittances and submission of corresponding remittance reports under the employed segment are requisites for the issuance or renewal of business license pursuant to Section 56 of RA 7875, as amended, and Joint DILG-PhilHealth-SSS-DTI Memorandum Circular No. 01, s.2014 (JMC), dated May 9, 2014.

2. Who are covered?

It applies to all business establishments that are employing personnel to run their business and who are required by law or ordinance to secure business license or Mayor’s Permit prior to engaging in business. All Local Government Units issuing such business license or permit are also covered by this issuance.

3. What are the consequences under this Circular if employer fails to timely pay or settle its premium contributions or arrearages and to submit remittance reports?

An employer who fails to immediately pay or settle its obligation will be included in the list of delinquent employers that will be submitted to the concerned Business Permits and Licensing Office of the LGU (BPLO-LGU). This will be used as basis for the issuance or non-issuance of a business license or Mayor’s permit in accordance with the above-mentioned Joint Memorandum Circular.

4. When will PhilHealth notify these delinquent employers?

Every October until the end of November of the current year or 30 days prior to the start of the business license application/renewal period, PhilHealth shall notify and properly advise delinquent employers to coordinate with their respective PhilHealth Accounts Information Management Specialist (PAIMS) and/or with the Collection Section (ColSec) Head of their respective Regional/Branch Offices for the speedy settlement of their delinquencies.

5. What will the delinquent employers receive upon fulfilling their settlement obligations?

Those who will fully settle their obligations within three (3) months from the time of non-issuance of business permit or issuance of temporary permit shall be issued the appropriate certification of their compliance to payment and remittance reporting requirements of PhilHealth. The said certification shall be presented by the employer to the concerned BPLO for the issuance either of regular business permit or conversion of the temporary business permit to a regular permit.

6. When is the date of publication?

This Circular was published on December 28, 2015 in Philippine Daily Inquirer, Manila Bulletin and Philippine Star.