

Outsourcing brief

Q1 2019



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Revenue Memorandum Circular No. 5-2019 Modification of Alphanumeric Tax Code (ATC) for Compensation Income under Republic Act (RA) No. 10963, otherwise known as the Tax Reform for Acceleration and Inclusion (TRAIN) Act and for withholding taxes.

To foster proper identification and monitoring of tax collection from Individual Income Tax pursuant to RA No. 10963, and from withholding taxes and for Integrated Tax System (ITS) purposes, the following are modified:

EXISTING					Modified / New
ATC	Description	Tax Rate	BIR Form No.	Legal Basis	BIR Form No.
II011	Compensation Income	Graduated Income Tax Rates	1701 1701Q	RA No. 10963 RR No. 11-2018	1700 1701 1701Q
Income payment subject to final withholding taxes					
WI450	Capital gains Tax on sale / exchange or other disposition of real property - Individual	6%	1600 1601-E 1601-F 2307	RR 17-2003 Sec. 2.57.1 (A) (6)	1706 2307

WC450	Capital gains tax on the sale/exchange or other disposition of land and building - corporate	6%		RR 17-2003 Sec. 2.57.1 (G) (5)	
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Revenue Memorandum Circular No. 19-2019 Circularizing the Availability of Various Revised BIR Forms Version January 2018

This Circular is issued to prescribe the revised BIR Forms as follows:

BIR Form No.	Form Name
1700 (Annex "A")	Annual Income Tax Return - Individuals Earning Purely Compensation Income (Including Non-Business/Non-Profession Income)
1702-EX (Annex "B")	Annual Income Tax Return Corporation, Partnership and Other Non-Individual Taxpayer EXEMPT under the Tax Code, as amended [section 30 and those exempted in Sec. 27 (C)1, and Other Special Laws, with NO Other Taxable Income.
1702-RT (Annex "C")	Annual Income Tax Return - Corporation, Partnership and Other Non-Individual Taxpayer Subject Only to REGULAR Income Tax Rate
1707 (Annex "D")	Capital Gains Tax Return for Onerous Transfer of Shares of Stock Not Traded Through the Local Stock Exchange

Manual filers shall download the PDF version of the forms, print and completely fill out the applicable fields, otherwise shall be subjected to penalties under Sec. 250 of the Tax Code. Payment of the tax due thereon for manual and e-BIR Forms filers shall be made thru:

a.) Manual Payment

- Authorized Agent Bank (AAB) located within the territorial jurisdiction of the Revenue District Office (RDO) where the taxpayer is registered

- In places where there are no AABs, the return shall be filed and the tax due shall be paid with the concerned Revenue Collection Officer (RCO) under the jurisdiction of the RDO using MRCOS facility

b) Online Payment

- Thru GCash Mobile Payment

- Landbank of the Philippines (LBP) Linkbiz Portal, for taxpayers who have ATM account with LBP and/ or holders for Bancnet ATM/Debit Card

- DBP Tax Online, for holders of VISA/ Master Credit Card and / or Bancnet ATM/ Debit Card

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Revenue Memorandum Circular No. 24-2019 Clarifications to the Amending Provisions of RR No.11-2018 Prescribing the Submission of BIR Form No. 2316 and Certified List of Employees Qualified for Substituted Filing of Income Tax Return (ITR)

This Circular was released to clarify and address certain issues on the submission of Certificate of Compensation Payment and Tax Withheld (BIR Form No. 2316) and Certified List of Employees Qualified for Substituted Filing of ITR. Ideally, RR No. 11-2018 was issued to implement the provisions of Republic Act No. 10963, otherwise known as the “Tax Reform for Acceleration and Inclusion (TRAIN)” Law. Hence, the specific provisions of existing RRs that are inconsistent to the TRAIN Law were accordingly amended while the rest of the unaffected provisions remain in true, and in effect. There were 2 clarifications relating to the submission of BIR Form 2316

1. Submission of BIR Form No. 2316 (duplicate original copy) to BIR Office
2. Submission to BIR Office of Certified List of Employees Qualified for Substituted Filing of ITR (Annex “F” of RR No. 11-2018)

Revenue Memorandum Circular No. 29-2019 Keeping, Maintaining and Registration of Books of Accounts

Keeping and Maintaining of Books of Accounts

Taxpayers may maintain its books of accounts in any of the following manner:

1. Manual Books of Accounts
2. Loose leaf Books of Accounts (with Permit to use)
3. Computerized Books of Accounts (with Permit to use)

Books of accounts shall be kept at all times in the place of business of the taxpayer. Such books, records, vouchers and other supporting papers kept by the taxpayer shall be preserved intact, unaltered and unutilized. Keeping of two or more sets of records of Book of Accounts is prohibited.

Registration of Books of Accounts

The **manual books of accounts** shall be registered before the deadline for filing of the first quarterly income tax return or the annual income tax return whichever comes earlier.

Loose leaf Books of Accounts/ invoices/ receipts and other accounting

records shall be permanently bound and presented for registration together with a sworn statement attesting to the correctness of the entries made, and the number of all invoices, receipts, books of accounts used over the period covered to the RDO/LTAD/ELTRD/LTD-Cebu/LTD-Davao where Head office/ branch is duly registered on or before **“15 days after the end of each taxable year”** or **“within 15 days from the closure of business operations”** whichever comes first.

Computerized Books of Accounts and other accounting records in electronic format shall be submitted and registered to the RDO/LTAD/ELTRD/LTD-Cebu/LTD-Davao where Head office/ branch is duly registered within **“thirty (30) days from the close of each taxable year”** or **“within 30 days from the closure of business operations whichever comes first”**.

Examination of Books of Accounts

Corporations, companies, partnerships and persons whose **gross annual sales, earning, receipts or output exceed THREE MILLION PESOS (Php 3,000,000)** shall have their books of accounts be subject to annual audit and examination conducted by independent Certified Public Accountants.

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Retention Period

All taxpayers are required to preserve their books of accounts, including subsidiary books and other accounting records, for a period of **10 years** reckoned from the day following the deadline in filing a return, or if filed after the deadline, from the date of the filing of the return for the taxable year where the last entry was made in the books of accounts. shall have their books of accounts be subject to annual audit and examination conducted by independent Certified Public Accountants.

Revenue Memorandum Circular No. 37-2019 Circularizing the Availability of the Enhanced BIR No. 1701 [Annual Income Tax Return for Individuals (including MIXED Income Earner) Estates and Trusts] January 2018 (ENCS)

This circular is issued to prescribe the newly registered BIR Form No. 1701 which was revised due to the implementation of the Tax Reform for Acceleration and Inclusion (TRAIN) Law.

To see the full versions of the Circulars, please visit BIR website: www.bir.gov.ph

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Memorandum Circular No. 01 -2019 Filing of Annual Financial Statements and General Information Sheet

- I. Audited Financial Statements (AFS) of companies whose Fiscal year ends on 31 December 2018
 - a. Filing of AFS depending on the last numerical digit of SEC registration license number shall be in accordance with the following schedule:

April 22, 23, 24, 25, 26	1 and 2
April 29, 30 May 2, 3	3 and 4
May 6, 7, 8, 9, 10	5 and 6
May 20, 21, 22, 23, 24	7 and 8
May 27, 28, 29, 30, 31	9 and 0

- b. All corporations may file their AFS regardless of the last numerical digit of their registration or license number on or before the first day stated in the coding schedule pertaining to said digit;
 - c. Late filing shall be accepted starting 03 June 2019 and shall be subject to the prescribed penalties which shall be computed from the date of the last day of filing schedule

- II. All corporations shall file their General Information Sheet (GIS) within 30 calendar days from:
 - a. Stock Corporation – Date of Annual Stockholder’s Meeting
 - b. Non-Stock Corporation – Date of Annual Member’s Meeting
 - c. Foreign Corporation – Anniversary date of the issuance of the SEC License

III. All corporations may directly file their AFS and GIS in SEC Head Office, PICC Building, all Satellite Office (Ali Mall-Cubao Quezon City, SM Manila, SM North EDSA, Robinson’s Galleria, Muntinlupa City Hall and SM Mall of Asia) and Extension Offices (Cebu, Davao, and Iloilo) applying the SEC issued number coding schedule for AFS.

Memorandum Circular No.4-2019: Sustainability Reporting Guidelines for Publicly-Listed Companies

This Circular was issued to help Publicly-Listed Companies (PLCs) assess and manage non- financial performance across Economic, Environmental and Social aspects of their organization and enable PLCs to measure and monitor their contributions towards achieving universal targets of sustainability.

GENERAL GUIDELINES:

Submission with SEC Form 17-A

The reporting template (Annex A of the Guidelines) is to be submitted together with the company’s Annual Report (SEC Form 17-A).

The first report shall be attached to the 2019 Annual Report to be submitted in 2020. Companies can choose to attach the whole sustainability report to their Annual Report or just include a statement providing a link to said report.

Comply or Explain Approach

The Guidelines shall be adopted on a “comply or explain” approach for the first three years upon implementation.

PENALTIES AND OTHER SANCTIONS:

Failure to attach the Sustainability Report to the Annual Report shall be penalized for Incomplete Annual Report under SEC Memorandum Circular No. 6, Series of 2005 (Consolidated Scale of Fines).

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The Revised Corporation Code

(Republic Act No. 11232, February 20, 2019)

Republic Act No. 11232 was signed into law by President Rodrigo R. Duterte on February 20, 2019. The following are the salient provisions of the Act:

- **Introduction of a new corporate vehicle – the one-person corporation (OPC).** Under the new law, a single shareholder, who may be an individual, a trust or an estate may form an OPC. The single stockholder becomes the sole director and president of the OPC. However, banks and quasi-banks, preneed, trust, insurance, public and publicly-listed companies, and non-chartered government-owned and –controlled corporations may not incorporate as an OPC.
- **Requirement for incorporators.** RCC now allows one (1) person to register a business as a corporation by oneself, thus, removing the requirement of minimum 5 incorporators. Moreover, while the old Corporation Code required incorporators to be natural persons, the RCC provides that incorporators may be any person, partnership, association or corporation.
- **Removal of the maximum 50-year corporate term.** Corporations shall now have perpetual existence unless their Articles of Incorporation provide otherwise. Even corporations existing

prior to the effectivity of the RCC shall have perpetual existence, unless majority of the stockholders elect to retain the specific corporate term in their articles of incorporation.

- **Revival of existence.** A corporation whose term has expired may apply for revival of corporate existence. Upon approval by the SEC, the corporation shall be deemed revived and shall also be deemed to have perpetual existence, unless its application for revival provides otherwise.
- **Issuance of no-par value shares of stocks.** The corporations not allowed to issue no-par value shares now include preneed corporations and other corporations authorized to obtain or access funds from the public. The restriction applies to the covered corporations, whether publicly listed or not.
- **Removal of subscribed and paid-up capital requirements.** The RCC removed the requirement of 25%-25% subscription and paid-up capitalization requirement, except as specifically provided in special laws.
- **Right to vote by stockholders/members.** The stockholders or members may now exercise their right to vote via remote communication or in absentia (previously through presence or representative only). A stockholder or member who participates via remote communication or in absentia shall

be deemed present for purposes of quorum. Rules and regulations governing this shall be issued by SEC.

- **Officers.** The RCC now requires the treasurer to be a resident of the Philippines. While corporations vested with public interest must elect a compliance officer.
- **Board of Directors/Trustees.** Corporations vested with public interest are now required to have independent directors constituting at least twenty percent (20%) of the board. Trustees shall be elected for a term not exceeding three (3) years.
- **Disqualification of Directors, Trustees or Officers.** The RCC provided additional grounds for disqualification of directors, trustees, and officers of a corporation: violating RA 8799, otherwise known as “The Securities Regulation Code”; being found administratively liable for any offenses involving fraudulent acts; and being found liable by foreign court or equivalent foreign regulatory authority for acts, violations or misconduct similar to those enumerated in paragraphs (a) and (b) of the new Section 26. The five-year limit on the violation of the Corporation Code has been removed. The SEC or the Philippine Competition Commission may also provide additional qualification and disqualification of directors, trustees and officers.

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- **Removal of Directors.** A disqualified director or trustee can be removed by the SEC motu proprio (on its own initiative) or upon a verified complaint, and after due notice and hearing. The SEC may also impose sanctions on directors or trustees who failed to remove the disqualified director or trustee despite their knowledge of the disqualification.
- **Emergency boards.** When vacancy prevents the remaining directors from constituting a quorum and there is a need for emergency action to prevent damage to the corporation, the remaining directors may fill up the vacancy from among the officers of the corporation by unanimous vote of the remaining directors or trustees. However, the action by the designated director or trustee shall be limited to the emergency action necessary, and the term shall cease within a reasonable time from the termination of the emergency or upon election of the replacement, whichever comes earlier. A notification for the creation of emergency board must be done with SEC within 3 days from creation of the emergency board.
- **Compensation of Directors/ Trustees.** The RCC now requires the submission to the shareholders and SEC of an annual report on the total compensation of each director or trustees.
- **Dealings of Directors, Trustees or Officers with the Corporation.** Limitation on the dealings of directors, trustees or officers with the corporation now includes contracts with the corporation of their spouses and relatives within the fourth civil degree of consanguinity or affinity. Such contracts are voidable unless all the requirements and conditions set forth in Sec. 31 of the Revised Corporation Code are complied.
- **Donations to Political Party/Activity.** Domestic corporations are now allowed to give donations in aid of any political party or candidate or for purposes of partisan political activity. Under the RCC, only foreign corporations are not allowed to give political donations.
- **Mode of Notices to Stockholders.** Electronic sending of notices for stockholder's meetings is now allowed provided the same is provided in the by-laws and in accordance with SEC's rules on the use of electronic messages.
- **Regular and special meetings of stockholders/members.** If date for the annual stockholders' meeting is not fixed, it may be held on any date after April 15 of every year (previously any date in April only). Written notices must be sent to stockholders not later than 21 days prior to the meeting.
- **Consideration for Stocks.** Shares of stock in another corporation and other generally accepted form of consideration are now considered acceptable consideration for the issuance of stocks.
- **Financial Statements.** Financial statements of corporations with total assets or total liabilities amounting to less than P600,000 or such other amount as may be determined by DOF, is now not required to be certified by an independent auditor. It may just be certified under oath by the treasurer and the president of the corporation.
- **Merger or Consolidation.** Additional information such as the carrying amounts and fair values of the assets and liabilities of the parties to the merger or consolidation as of the agreed cut-off date, method of merger or consolidation of accounts, and provisional or pro-forma values as merged or consolidated, are now required to be included in the articles of merger or consolidation.
- **Trustees.** Non-stock corporations vested with public interest are now required to have independent trustees who are not members of the non-stock corporation.
- **Dissolution.** For voluntary dissolutions where no creditors are affected, the RCC now requires only a majority vote of the board of directors and the vote of the stockholders owning at least majority of the outstanding capital stock. Previously, affirmative votes of stockholders owning 2/3 of the outstanding capital stock are required.

However, the RCC added strict requirements

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for dissolution such as the need for a verified request for dissolution, stating: the reason for the dissolution; the form, manner, and time when notices were given; names of those stockholders and directors who approved the dissolution; date, place and time of the meeting in which the vote was made; and the details of publication.

- **Securities deposit of branches.** The required initial minimum actual market value of securities deposit of branches was increased from P100,000 to P500,000. Also, under the RCC, within six months from the close of the fiscal year of the branch, it is required to deposit additional securities equivalent in actual market value to two percent (2%) of the amount by which the branch's gross income for the fiscal year exceeds P10 million (previously P5 million). Deductions from gross income in accordance with SEC rules, shall be allowed in computing the securities deposit amount.
- **Penal Provisions.** While the old Corporation Code only has one penal provision (Section 144), the RCC added an entire title on "Investigations, Offenses and Penalties". The title provides penal provisions for violations of the RCC.

To see the full versions of the Circulars, please visit: www.sec.gov.ph.

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Memorandum Circular No. 2019-006: Implementation of the Occupational Safety and Health (OSH) Act

The Department of Labor and Employment has issued the Implementing Rules and Regulations (IRR) of the Occupational Safety and Health Act through Department Order 198 series of 2018. The full text of the document may be downloaded directly from the DOLE website through this link: https://www.dole.gov.ph/images/Issuances/DepartmentOrder/DO198_19_IRR_of_RA_11058_AnActStrengtheningCompliancewithOSHSandProvidingPenaltiesForViolationsThereof.pdf

Some salient features of the policy included the following:

- Safety officers may be classified as safety officer 1 to 4 depending on the OSH training and experience.
- Workplaces are no longer classified as hazardous and non-hazardous instead, as low, medium or high risk establishments.
- The number of safety officers as well as the number and nature occupational health personnel and facilities shall depend on the level of risk of the workplace and the number of workers.

- Worker's OSH Seminar, which is an (8) hour module as prescribed by the OSH standards are required to be given to all workers by the company safety officer or by a DOLE – accredited training organization.
- Work stoppage order (WSO) may be implemented by the employer, safety officer, or worker if there is imminent danger in the workplace.
- Administrative fines may be imposed by DOLE for any deliberate failure to comply with the OSH standards or with a compliance order issued by the said agency.
- Safety officers may be classified as safety officer 1 to 4 depending on the OSH training and experience.

To see the full Circular, you may visit PEZA website: <https://www.peza.gov.ph>.

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Republic Act No. 11223: An Act Instituting Universal Health Care for All Filipinos, Prescribing Reforms in the Health Care System, and Appropriating Funds Therefor

This law signed by the President on February 20, 2019, entitles every Filipino citizen to health care coverage and benefits. Under this law, every Filipino shall be granted immediate eligibility and access to preventive, promotive, curative, rehabilitative and palliative care for medical, dental, mental and emergency health services.

Premium rates shall be in accordance with the following schedule, and monthly income floor and ceiling:

Year	Premium Rate	Income Floor	Income Ceiling
2019	2.75%	P10,000.00	P50,000.00
2020	3.00%	P10,000.00	P60,000.00
2021	3.50%	P10,000.00	P70,000.00
2022	4.00%	P10,000.00	P80,000.00
2023	4.50%	P10,000.00	P90,000.00
2024	5.00%	P10,000.00	P100,000.00
2025	5.00%	P10,000.00	P100,000.00

This act also mandates PhilHealth to implement a comprehensive outpatient benefit, including outpatient drug benefit

and emergency medical services which is entitled to all Filipino citizen. The DOH was also ordered to promulgate guidelines on the licensing of primary care providers and registration of every Filipino to a primary care provider.

The Republic Act 11210 (105 -day Expanded Maternity Leave Law)

Republic Act (R.A.) No. 11210 or the 105-day Expanded Maternity Leave Law was signed by President Rodrigo Duterte last February 20, 2019.

Under this law, female workers in the government and the private sector, including the informal economy, regardless of civil status or the legitimacy of their children, will be granted the following:

1. 105 days of fully paid leave from 60 days for normal delivery and 78 days for caesarian operations;
2. Extendible by 30 days but without pay;
3. Can have an additional 15-day maternity leave with full pay if she qualifies as a solo parent, as defined in the Solo Parent Act (R.A. No. 8972);
4. 60-day maternity leave for mothers who suffered miscarriage or emergency termination of pregnancy;

5. Mothers can transfer 7 days of her leave benefits to the fathers, extending paternity leave to 14 days;
6. In case of death, absence or incapacity of the father, the mother can apportion up to 7 days of her leave benefits to a relative within the fourth civil degree of consanguinity or the current partner of the mother, given that they share the same household.

This law provides assurance of their security of tenure and prohibits the act of discriminating against the hiring of women in order to avoid the benefits provided for in this Act.

For the complete version of the Acts, please visit: <https://www.officialgazette.gov.ph>.

SSS updates

SSS Circular 2019-002: Expansion of Salary Loan Releases thru-the-Bank-Union Bank of the Philippines (UBP) via Quick Card

SSS expanded the scope of its salary loan releases through the UBP program which shall be implemented by phases in the following 10 additional SSS branches:

PHASE VI	PHASE VII	PHASE VIII
Cubao	Bacolod	Naga
San Francisco Del Monte	Pampanga	Laoag
Binondo	Lipa	Lapu-Lapu
Marikina		

Under the program, SSS authorizes **Union Bank** to provide an effective and convenient mode for the release of salary loan proceeds to member-borrowers.

SSS member-borrowers applying for this program may use their existing UBP current or savings account or open a UBP quick card account for the release of their salary loan proceeds.

As for short-term loans, members may only avail through the bank as mode of disbursement by applying personally at SSS branches with UBP kiosks.

SSS Circular 2019-003 Revised Consolidated Contribution Payment Scheme for the Applicable Months of January to June 2019

This Circular established the deadline for the payment of contributions of employees (regular and household) and SE/VM/NWS member for the applicable months of January to June 2019 revised as follows:

- **Regular Employees** – End of the month following the applicable month
- **Household Employees** – End of the month following the applicable month or quarter, as the case may be
- **Self-Employed, Voluntary, and Non-Working Spouse Members** – Contributions for the months of January to June 2019 may be paid until 31 July 2019

Republic Act No. 11199: Social Security Act of 2018 and SSS Circular 2019-005: New Schedule of Social Security (SS) Contributions Effective April 2019

Republic Act (R.A.) No. 11199 or the Social Security Act of 2018 was signed by President Duterte last February 7, 2019 and it rationalized and expanded the powers and duties of the Social Security Commission to ensure long-term viability of the SSS.

One of the most salient provision is to increase the contribution rate to 12% in 2019

SCHEDULE OF SOCIAL SECURITY (SS) CONTRIBUTIONS
(EMPLOYED, SELF-EMPLOYED, VOLUNTARY MEMBER, AND NON-WORKING SPOUSE)
Effective April 2019

RANGE OF COMPENSATION	EMPLOYED			SELF-EMPLOYED, VOLUNTARY MEMBER, AND NON-WORKING SPOUSE*		
	MONTHLY SALARY CREDIT	SS CONTRIBUTION			MONTHLY SALARY CREDIT	SS CONTRIBUTION
		ER	EE	TOTAL		
Below 2,250	2,000	160.00	80.00	240.00	2,000	240.00
2,250 - 2,749.99	2,500	200.00	100.00	300.00	2,500	300.00
2,750 - 3,249.99	3,000	240.00	120.00	360.00	3,000	360.00
3,250 - 3,749.99	3,500	280.00	140.00	420.00	3,500	420.00
3,750 - 4,249.99	4,000	320.00	160.00	480.00	4,000	480.00
4,250 - 4,749.99	4,500	360.00	180.00	540.00	4,500	540.00
4,750 - 5,249.99	5,000	400.00	200.00	600.00	5,000	600.00
5,250 - 5,749.99	5,500	440.00	220.00	660.00	5,500	660.00
5,750 - 6,249.99	6,000	480.00	240.00	720.00	6,000	720.00
6,250 - 6,749.99	6,500	520.00	260.00	780.00	6,500	780.00
6,750 - 7,249.99	7,000	560.00	280.00	840.00	7,000	840.00
7,250 - 7,749.99	7,500	600.00	300.00	900.00	7,500	900.00
7,750 - 8,249.99	8,000	640.00	320.00	960.00	8,000	960.00
8,250 - 8,749.99	8,500	680.00	340.00	1,020.00	8,500	1,020.00
8,750 - 9,249.99	9,000	720.00	360.00	1,080.00	9,000	1,080.00
9,250 - 9,749.99	9,500	760.00	380.00	1,140.00	9,500	1,140.00
9,750 - 10,249.99	10,000	800.00	400.00	1,200.00	10,000	1,200.00
10,250 - 10,749.99	10,500	840.00	420.00	1,260.00	10,500	1,260.00
10,750 - 11,249.99	11,000	880.00	440.00	1,320.00	11,000	1,320.00
11,250 - 11,749.99	11,500	920.00	460.00	1,380.00	11,500	1,380.00
11,750 - 12,249.99	12,000	960.00	480.00	1,440.00	12,000	1,440.00
12,250 - 12,749.99	12,500	1,000.00	500.00	1,500.00	12,500	1,500.00
12,750 - 13,249.99	13,000	1,040.00	520.00	1,560.00	13,000	1,560.00
13,250 - 13,749.99	13,500	1,080.00	540.00	1,620.00	13,500	1,620.00
13,750 - 14,249.99	14,000	1,120.00	560.00	1,680.00	14,000	1,680.00
14,250 - 14,749.99	14,500	1,160.00	580.00	1,740.00	14,500	1,740.00
14,750 - 15,249.99	15,000	1,200.00	600.00	1,800.00	15,000	1,800.00
15,250 - 15,749.99	15,500	1,240.00	620.00	1,860.00	15,500	1,860.00
15,750 - 16,249.99	16,000	1,280.00	640.00	1,920.00	16,000	1,920.00
16,250 - 16,749.99	16,500	1,320.00	660.00	1,980.00	16,500	1,980.00
16,750 - 17,249.99	17,000	1,360.00	680.00	2,040.00	17,000	2,040.00
17,250 - 17,749.99	17,500	1,400.00	700.00	2,100.00	17,500	2,100.00
17,750 - 18,249.99	18,000	1,440.00	720.00	2,160.00	18,000	2,160.00
18,250 - 18,749.99	18,500	1,480.00	740.00	2,220.00	18,500	2,220.00
18,750 - 19,249.99	19,000	1,520.00	760.00	2,280.00	19,000	2,280.00
19,250 - 19,749.99	19,500	1,560.00	780.00	2,340.00	19,500	2,340.00
19,750 and above	20,000	1,600.00	800.00	2,400.00	20,000	2,400.00

* The contribution of the Non-Working Spouse shall be based on 50% of the Monthly Salary Credit of his/her working spouse.

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Members who have already paid their contributions in advance are advised to:

1. Those with advance payments at the minimum MSC of P1,000 shall settle underpayments amounting to P130 per month to retain the posting of those contributions. Otherwise, advance payments shall be deemed as ineffective contributions.
2. Those with advance payments at an MSC other than the minimum may opt to pay the corresponding increase to retain the posting at the same MSC, otherwise, it shall be posted at the lower applicable MSC.

To see the full versions of the Circulars, please visit SSS website: www.sss.gov.ph

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