



**EXCERPTS FROM THE MINUTES OF  
THE EIGHT (8<sup>th</sup>) REGULAR COMMISSION MEETING,  
EMPLOYEES' COMPENSATION COMMISSION, SERIES OF 2015,**  
*Convened at the Ichikawa Hall, OSHC Bldg. Agham cor. North Ave, Quezon City  
Tuesday, 03 November 2015 at 12:00 NN*

**BOARD RESOLUTION NO. 15-11 -48**

***Approving the Process Cycle Time for the Processing  
of Claims for Employees' Compensation (EC) at the SSS***

**WHEREAS**, the ECC is mandated under P.D. No. 626, as amended, to initiate, rationalize and coordinate the policies of the Employees' Compensation Program (ECP);

**WHEREAS**, the SSS serves as the implementing agency of the ECP in the private sector;

**WHEREAS**, the parties have agreed to strengthen its coordination on the evaluation and processing of EC claims for a more effective and efficient implementation of the ECP;

**WHEREAS**, the ECC, under its Performance Agreement with the Governance Commission for GOCCs for 2015, committed to establish a service level agreement with the SSS in order to mutually agree on a most viable process cycle time for the evaluation of EC claims;

**WHEREAS**, the ECC and the SSS agreed on the following process cycle time in the evaluation of EC claims, counting from the submission of all required documents up to the release of benefits, as appropriate:

EC Benefit	Process Cycle Time (Working Days)
a. Sickness (TTD)	
1. Notification	5
2. Reimbursement	12

EC Benefit	Process Cycle Time (Working Days)
b. Permanent Partial Disability (PPD)	23
c. Permanent Total Disability (PTD)	
d. EC Medical Reimbursement	25
e. Rehabilitation Services*	12
f. Funeral Benefit	5
g. Death Pension	33

*\*Payment Only*

**WHEREAS**, the prescribed process cycle time will benefit PWRDs through a quicker and definite timetable in the evaluation of their claims.

**NOW THEREFORE, ON MOTION DULY MADE AND SECONDED,**

This Commission **RESOLVES AS IT HEREBY RESOLVED** to approve the agreed process cycle time on the evaluation of SSS EC claim counting from the submission of all required documents up to the release of benefits, as follows:

EC Benefit	Process Cycle Time (Working Days)
a. Sickness (TTD)	
1. Notification	5
2. Reimbursement	12
b. Permanent Partial Disability (PPD)	23
c. Permanent Total Disability (PTD)	
d. EC Medical Reimbursement	25
e. Rehabilitation Services*	12
f. Funeral Benefit	5
g. Death Pension	33

*\*Payment Only*


**RESOLVED FURTHER** that the Secretariat shall, in close coordination with the SSS, develop a mechanism to monitor compliance to the agreed process cycle time;

**RESOLVED FINALLY** that a copy of this resolution be furnished to the SSS for information and implementation.

**APPROVED** in Quezon City, this 3<sup>rd</sup> day of November 2015.



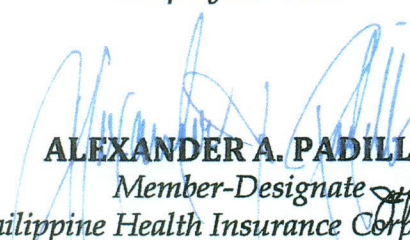
**CIRIACO A. LAGUNZAD III**  
*Chairperson-Alternate*  
*Department of Labor and Employment*

  
**BRENDA P. VIOLA**  
*Member-Designate*  
*Social Security System*

  
**ROBERT G. VERGARA**  
*Member*  
*Government Service Insurance System*

  
**CARLITO P. ROBLE**  
*Member*  
*Employees' Sector*

  
**MIGUEL B. VARELA**  
*Member*  
*Employers' Sector*

  
**ALEXANDER A. PADILLA**  
*Member-Designate*  
*Philippine Health Insurance Corporation*

**ABSENT**  
**ROBERT S. MARTINEZ**  
*Member-Designate*  
*Civil Service Commission*

  
**STELLA ZIPAGAN-BANAWIS**  
*Member*  
*Employees' Compensation Commission - Secretariat*

