

**Pag-IBIG Fund**  
Corporate Headquarters  
Petron MegaPlaza Building  
358 Sen. Gil Puyat Ave., Makati City

**Circular No. 391**

**TO: ALL CONCERNED**

**SUBJECT: GUIDELINES ON THE Pag-IBIG FUND MEMBERSHIP SAVINGS AND REMITTANCE OF LAND-BASED OVERSEAS FILIPINO WORKERS (OFWs)**

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Pursuant to the approval of the Pag-IBIG Fund Board of Trustees on its 322<sup>nd</sup> Board Meeting held on 06 July 2017, the **Guidelines on the Pag-IBIG Fund Membership Savings and Remittance of Land-Based Overseas Filipino Workers (OFWs)** are hereby issued:

**A. OBJECTIVES**

This Guidelines is being issued to standardize the policy on the savings and remittance schedule of Land-Based Overseas Filipino Workers (OFWs).

**B. MEMBERSHIP COVERAGE**

This Guidelines shall cover Land-Based Overseas Filipino Workers who are required to transact with the Philippine Overseas Employment Administration (POEA).

**C. MONTHLY MEMBERSHIP SAVINGS**

An Overseas Filipino Worker (OFW) whose employer is not subject to mandatory coverage shall contribute an amount equivalent to 2% of his/her monthly income. Said employee may opt to pay the employer counterpart.

**Contribution rate for Land-Based OFW**

<b>Monthly Income</b>	<b>Contribution Rate</b>
Over P1,500	2.0%

The maximum monthly income to be used in computing the membership savings shall not be more than Five Thousand Pesos (P5,000.00). The member may contribute more than what is required herein should he or she desires.

**D. REMITTANCE OF MONTHLY SAVINGS**

1. Land-based OFW members who are required to transact with the Philippine Overseas Employment Administration (POEA) shall remit their membership savings equivalent to three (3) monthly savings to any of the following:

1.1 POEA;

1.2 Pag-IBIG Fund MSBs;

1.3 Accredited Collecting Partners

2. Succeeding remittances by Land-Based OFW Members shall be equivalent to three (3) monthly savings, provided that such remittances are made on or before the 10<sup>th</sup> day of the first month of the period.

**E. MECHANISM ON RESOLUTION OF ISSUES**

Any issue in the interpretation and implementation of this Guidelines shall, as much as possible, be resolved by the concerned officer. Matters that are not thereby satisfactorily resolved shall be escalated to the next higher approving authority.

**F. REPEALING CLAUSE**

All other memoranda, rules, regulations and other issuances contrary to or inconsistent with the provisions of this Guidelines are hereby repealed, amended or modified accordingly.

**G. EFFECTIVITY**

This Circular takes effect after fifteen (15) days following the completion of its publication in the Official Gazette or in a newspaper of general circulation.

  
**ACMAD RIZALDY P. MOTI**  
Chief Executive Officer

Makati City,

September 27, 2017