

DEATH



What is Death Benefit?

The death benefit is a cash benefit paid either in monthly pension or lump sum to the beneficiaries of a deceased member.

What are the types of death benefits?

1. **Monthly pension** – granted to the primary beneficiaries of a deceased member who had paid 36 monthly contributions before the semester of death.
2. **Lump sum amount** – granted to the primary beneficiaries of a deceased member who had paid less than 36 monthly contributions before the semester of death. In case of secondary beneficiaries, they are paid a lump sum benefit only.

Which beneficiaries of a deceased member are eligible to receive the death benefit?

The death benefit goes to the primary beneficiaries of the deceased member. These are the legitimate dependent spouse, until he/she remarries, and the dependent legitimate, legitimated, or legally adopted, and illegitimate children of the member who are not yet 21 years old or over 21 years old, provided they are incapacitated and incapable of self-support due to physical or mental disability which is congenital in nature or acquired during minority.

In the absence of primary beneficiaries, the dependent parents are considered the secondary beneficiaries. In their absence, any other person designated by the member in his/her SSS records are considered as the beneficiary. If there is no designated beneficiary, the benefit shall be paid to the deceased member's legal heirs in accordance with the law of succession under the Family Code of the Philippines.

How much is the monthly pension?

The monthly pension depends on the member's paid contributions, including the CYS and the number of dependent minor children, which should not exceed five (5). The monthly pension is paid for not less than 60 months.

The amount of monthly pension will be the highest of:

1. the sum of ₱300 plus twenty percent (20%) of the average monthly salary credit (AMSC) plus two percent (2%) of the AMSC for each CYS in excess of ten (10) years; or
2. forty percent (40%) of the AMSC; or
3. ₱1,000 if the member had less than ten (10) CYS; ₱1,200 if with at least ten (10) CYS; or ₱2,400 if with at least twenty (20) CYS.

How is the monthly pension paid?

The monthly pension is paid thru the beneficiary's designated bank. The beneficiary is allowed to choose the bank nearest his/her residence thru which he/she wishes to receive the pension benefits under the "SSS Pensioner's Remittance thru Bank" Program. This became mandatory effective September 1, 1993.

The beneficiary must open a single savings account (or use an existing one, if any) and submit to the SSS the savings account number and a photocopy of the passbook upon filing of application, or he/she may accomplish the Visa Cash Card Enrollment Form. The original passbook must be presented for authentication purposes. For ATM accounts, the name of the beneficiary must be embossed and the savings account number must be indicated in the ATM card; otherwise, a copy of the deposit slip must be submitted.

For beneficiaries without an existing single savings account, the SSS will issue an LOI form to be presented to his/her chosen SSS-accredited bank for the purpose of opening a single savings account.

Upon approval of the claim, the SSS will mail a notice-voucher to the beneficiary informing him/her when to withdraw the benefit from the bank.

How much is the lump sum benefit?

The primary beneficiaries of a deceased member who had paid less than 36 monthly contributions shall be entitled to lump sum benefit, which shall be the higher of:

1. monthly pension multiplied by the number of monthly contributions paid prior to the semester of death; or
2. twelve (12) times the monthly pension.

Secondary beneficiaries of the deceased member shall be entitled to a lump sum benefit equivalent to:

1. 36 times the monthly pension – if the member has paid at least 36 monthly contributions prior to the semester of death; or
2. monthly pension times the number of monthly contributions paid or twelve (12) times the monthly pension, whichever is higher – if the member has paid less than 36 monthly contributions prior to the semester of death.

How is the lump sum amount paid?

Effective May 2016, the beneficiary may opt to receive the lump sum benefits for SS and EC Disability, SS Death and Retirement directly through his or her bank account, instead of receiving the check through the mail. The Payment thru-the-Bank Program shall become mandatory upon implementation of the Benefits Workflow System.

The beneficiary will be asked to open a single savings account (or use an existing one, if any) and submit to SSS a photocopy of **any of the following**: a) the savings account passbook; b) the ATM card bearing the beneficiary's name and account number; c) a validated initial

deposit slip; d) bank statement or certification; or e) Visa Cash Card Enrollment Form, upon filing of benefit application. The original passbook/ATM card must be presented for authentication purposes.

For a beneficiary without an existing single savings account, the SSS shall issue an LOI form to be presented to his or her chosen SSS-accredited bank for the purpose of opening a single savings account.

Upon approval of the claim, the SSS will mail a notice voucher to the beneficiary informing him/her when to withdraw the benefit from the bank.

Is there anything else a deceased member's beneficiaries can avail of?

Yes, the deceased member's beneficiaries are entitled to a **13th month pension** payable every December and the **funeral grant**, which is paid to whomever shouldered the funeral expenses of the deceased member.

Survivorship pensioners prior to the effectivity of RA 7875 on March 4, 1995 are also entitled to hospitalization benefits under PhilHealth. They need to register under PhilHealth and must submit a DDR print-out indicating the type of claim is survivorship in nature and the effectivity date of pension, or a copy of Death/Survivorship Certification issued by the SSS indicating the effectivity of the pension shall be submitted to PhilHealth.

Survivorship pensioners upon the effectivity of RA 7875 on March 4, 1995 and up to present, are no longer covered. However, those who wish to avail of PhilHealth benefits may enroll in the Individually-Paying Program (SE/VM) or the Sponsored Program of PhilHealth.

If the deceased member has not paid any single contribution, are the beneficiaries still entitled to the death and funeral benefits?

The primary or secondary beneficiaries of a deceased member, who had no contribution at all, but was reported for coverage as an employee, shall be entitled to funeral benefit only.

Who are considered dependents of a deceased member and what benefits are they entitled to?

Dependents of a deceased member are entitled to Dependent's Pension, which is equivalent to ten percent (10%) of the member's monthly pension or ₱250, whichever is higher. This is paid for each dependent child **conceived/legally adopted on or before the date of death of the member**, but not exceeding five (5) in number beginning with the youngest and without substitution. Those considered dependents are as follows:

- (1) Legitimate, legitimated, legally adopted, and illegitimate child who is
 - unmarried;
 - not gainfully employed; and
 - has not reached 21 years of age, or if over 21 years old, he/she is congenitally incapacitated or while still a minor was permanently incapacitated and incapable of self-support, physically or mentally.

(2) A child who has entered into a common-law relationship and has not attained the age of eighteen (18). However, upon reaching the age of eighteen (18), the child shall stop receiving dependent's pension.

In cases where there are five (5) or more dependent legitimate, legitimated, legally adopted and illegitimate children, the dependent legitimate, legitimated and legally adopted children shall be preferred. Where there are less than five (5) legitimate, legitimated or legally adopted children, the illegitimate children shall be considered to complete the maximum five (5) dependents.

For how long will the dependent child receive the pension?

Payment of the dependents' pension shall stop if the dependent:

- dies;
- reaches 21 years old, unless congenitally incapacitated; or while still a minor has been permanently incapacitated and incapable of self-support, physically or mentally;
- is gainfully employed;
- marries;
- enters into a common-law relationship upon attaining at least eighteen (18) years of age; or
- attains the age of eighteen (18) while having a common-law relationship.

“Gainfully employed” refers to one who is employed/self-employed where he/she renders regular work and receives compensation or derives income for at least six (6) continuous months in any given year, as shown in the member's contributions records/ ACOP, or based on findings.

Suspended dependent's pension of gainfully employed dependent may be resumed, upon submission of proof that indeed, he/she was separated from employment or ceased to be self-employed and provided that he/she is unmarried and has not reached 21 years of age, or if over 21 years of age, he/she is congenitally or while still a minor has been permanently incapacitated and incapable of self-support, physically or mentally.

What is the prescriptive period in filing for claim for death benefit?

There is no prescriptive period for the filing of initial death benefit.

However, filing of requests for re-adjudication or adjustment of settled death benefit claim must be filed within ten (10) years. The reckoning point shall be as follows:

1. **For claims settled prior to March 1, 2006**, the 10-year prescriptive period shall start on March 1, 2016.
2. **For claims settled on or after March 1, 2006**, the 10-year prescriptive period shall start on the date of initial settlement of the claim.

What are the forms and documents needed in filing a death benefits claim?

Basic Forms/Documents

1. Death Claim Application (DCA) Form

- Application for DDR Benefit Under the Portability Law, if applying under Portability Law

2. Claimant's Photo and Signature form

3. Filer's Affidavit or *Sinumpaang Salaysay* (only one Filer's Affidavit is required at the time of filing)

4. SSS Form CLD-1.3A (Affidavit of Death Benefit) if claimants are primary or secondary beneficiaries (only one CLD-1.3A is required at the time of filing)

5. Certified true copy of death certificate of deceased member, duly registered with the LCR and signed by the authorized signatory of the Office of the Civil Registrar, or issued by the PSA (formerly, NSO), or

Certification of Death of deceased member issued and signed by the authorized signatory of the Office of the Civil Registrar and bearing the official seal

6. Any of the following, whichever is applicable:

- SSS Form CLD1.3 (Joint Affidavit of two disinterested persons) preferably relatives of the deceased member, if claimants are designated beneficiaries or legal heirs of deceased member (only one CLD-1.3 is required at the time of filing)
- SSS Form CLD-15 (Application for Appointment as Representative Payee) if claimant is the guardian
- SSS Form BPN-107 (Guarantor's Bond Form) if claimant is the guardian
- If cause of death is work-connected:
 - Form BPN-105 (Report of Death)
 - Pre-employment medical records, if cause of death is due to illness
 - Statement of duties and responsibilities duly signed by the employer
 - Mission/Job or travel order duly signed by the employer, when applicable
 - Photocopy of page in the company logbook/record of accident signed by the ER
 - Police investigation report or employer's report of injury, death or casualty spot report, when applicable
- Single savings account passbook/ATM card/validated initial deposit slip/accomplished Visa Cash Card enrollment form, if for pension
- If the account number is not reflected in the ATM card or if the name of spouse/claimant is not embossed in the ATM card or it is not yet available, a copy of initial deposit slip shall be required
- If claimant cannot open a savings account or apply for Visa Cash Card, a written request for exemption from the "SSS Pensioner's Remittance thru Bank Program" stating valid reason is required
- ITF account if claimant is under guardianship

- Joint Affidavit (preferably by the relatives of deceased member) that the deceased and the common-law-spouse have no legal impediment to marry, if with dependent illegitimate children
- Pro-forma affidavit attesting dependency for support (if dependent-parent/s)
- Written explanation, if death claim was filed by spouse beyond five (5) years from date of death

ID Cards/Documents

- A. Any **one (1)** of the following valid **Primary IDs**
- SS card
 - UMID card
 - Passport
 - PRC card
 - Seaman's Book (Seafarer's Identification & Record Book)
- B. Or in the absence of the above valid primary IDs, **any two (2)** of the following valid **Secondary IDs** (original) both with signature and at least one (1) with photo:
- Driver's License
 - Postal ID card
 - Company ID card
 - School ID card
 - TIN card
 - PhilHealth ID card
 - OWWA card
 - Senior Citizen card
 - Voter's Identification card or Voter's Affidavit / Certificate of Registration
 - Credit card (with name and signature)
 - Firearm License card issued by PNP
 - Fish Worker's License Card issued by BFAR
 - GSIS card/Member's Record/Certificate of Membership
 - Health or Medical card
 - ID card issued by LGUs (e.g. Barangay/Municipality/City)
 - ID card issued by professional association recognized by PRC
- C. Or in the absence of a valid primary ID, any **one (1)** of the above valid secondary IDs (original) with signature and photo, and at least **one (1)** of the following **Secondary Documents**:
- Alien Certificate of Registration
 - Certificate issued by National Commission on Indigenous Peoples
 - Certificate of Licensure/Qualification Document from MARINA
 - Certificate issued by National Commission on Muslim Filipinos
 - Certificate of Naturalization from BI
 - Marriage Contract/Marriage Certificate
 - NBI Clearance
 - Pag-IBIG Member's Data Form
 - Police Clearance
 - Seafarer's Registration Certificate issued by POEA
 - Student Permit issued by LTO

Note: Presentation of the original and submission of photocopies of ID cards/documents shall be required from the filer.

Additional Supporting Documents

If member died and was buried abroad

Certified true copy of death certificate of deceased member issued by the Vital Statistics Office/County of Host Country or its equivalent (certified by the Philippine Embassy/Consulate, if there is an existing Philippine Embassy/Consulate in the place of death)

If member died abroad and was buried in the Philippines

1. **Certified true copy of death certificate** of deceased member issued by the Vital Statistics Office/County of Host Country or its equivalent (certified by the Philippine Embassy/Consulate, if with existing Philippine Embassy/Consulate in the place of death)/PSA (formerly NSO)

If the death certificate is not written in English language, authorized English translation from the Philippine DFA is required

- 1.1 If death certificate is not available from LCR and PSA (formerly NSO), certification of non-availability issued by the same, together with any of the following:
 - Certification of Death issued by the Parish/Church
 - Certification of Burial from the cemetery administrator

Note: For Muslim claimants, submission of death certificates issued by the LCR shall be required.

- 1.2 In case of late registration, Certification of Death issued by the Parish or Certification of Burial from the cemetery administrator and properly accomplished affidavit at the back of the death certificate explaining the reason for the delay

1.3 In lieu of death certificate

- 1.3.1 For missing persons during emergencies and disasters
 - Certificate of Missing Person believed to be dead in times of disaster from the National Disaster Risk Reduction and Management Council (NDRRMC); and
 - Notarized Undertaking executed by the claimant, in the form prescribed by the SSS, stating that the death benefit shall be returned to SSS should the member re-appear and proven to be alive.
- 1.3.2 For victims of air mishap whose bodies were not recovered but whose names appeared in the passenger manifest, any of the following, in addition to the Undertaking:
 - Passenger's manifest issued by airline company
 - Certification from the Airline Company or Inter-Agency Task Force created by the President of the Philippines.

- 1.3.3 For victims of sea mishap whose bodies were not recovered but whose names appeared in the passenger manifest, any of the following, in addition to the Undertaking:
- Marine protest issued by the Philippine Coast Guard and passenger's manifest issued by the shipping company
 - Marine protest supported by quit claim or fax messages from the manning agency regarding the disappearance and authenticated by employer
 - Certification from the shipping company or Philippine Coast Guard or Inter-Agency Task Force created by the President of the Philippines
- 1.3.4 For victims whose bodies were not recovered and whose names do not appear in the passenger manifest, **any three (3)** of the following, in addition to the Undertaking:
- Certification from ER that the victim has not reported for work from the time of accident up to the present time, if the victim was employed
 - Certification from the barangay chairman on the member's disappearance and a joint affidavit of two (2) persons preferably immediate relatives of the deceased member that is a common knowledge within the barangay that the victim died in the accident, if the victim was unemployed
 - List of passengers, where the name of the victim appears, compiled by the DILG and duly certified by the Chairman of Government's Inter-Agency Task Force created by the President of the Philippines
 - Certification from the shipping/airline company stating that it has recognized the fact that the victim was aboard the ship/airplane during the particular trip
 - Affidavit of at least two (2) persons stating that they saw the deceased actually boarded or on-board the ship/airplane on its last ill-fated voyage
 - Duplicate copy of tickets filed by the shipping company
 - Coast guard report
 - Affidavit of co-passenger who survived the accident
- 1.3.5 For missing person without credible proof of death, the following are needed, in addition to the Undertaking:
- Police investigation report conducted immediately after the disappearance of the member that tends to show that the member is already deceased
 - Confirmation report from a police authority or other government agency after four (4) or seven (7) years from the date of disappearance of the member to the effect that the member has not yet been found
 - Court order declaring "death" and "date of death of member"

PRIMARY BENEFICIARIES

Spouse and Dependent Legitimate/Legitimated, Legally Adopted, and Illegitimate Dependent Child/ren

1. Certified true copy of Marriage Contract/Certificate of deceased member duly registered with LCR/PSA (formerly NSO)
 - 1.1 If Marriage Contract/Certificate is not available or marriage record is intact but no record of marriage from LCR/PSA (formerly NSO), appropriate certification issued by the latter, together with Marriage Certification issued by the parish/church, or Birth Certificate of at least two (2) children showing the alleged date of marriage
 - 1.2 Certification signed by Imam for Muslim marriage
 - 1.3 Alien Certificate of Registration showing name of spouse
2. Certified true copy of Birth Certificate of dependent child/children duly registered with LCR/PSA (formerly NSO)
 - 2.1 If Birth Certificate is not available, certified true copy of baptismal certificate duly registered with the Parish/Church together with certification of non-availability of records of birth from LCR/PSA (formerly NSO)

Note: Baptismal Certificate must always bear the original signature of the priest or his authorized signatory/official. Stamped signature is not acceptable.
 - 2.2 If baptismal certificate is not available (with certification of non-availability from the parish church)

Any two (2) of the following secondary proofs showing the name and date of birth of dependent:

 - School cards/records of dependent
 - Educational/Insurance Plan
 - Employment records of member
 - PhilHealth/GSIS/Pag-IBIG records
 - 2.3 Legal adoption paper, for legally adopted dependent child/ren
 - 2.4 Any proof of filiation for illegitimate dependent children (for date of death on or after May 24, 1997), as follows:
 - Certified true copy of Birth Certificate of illegitimate dependent children duly acknowledged by member and registered with LCR/PSA (formerly NSO) (if birth certificate is not available, refer to the alternative documents mentioned under birth/ baptismal certificate)
 - Will
 - Statement before a court of record
 - Any authentic writing (letter, diary, school records)
 - Duly received membership data record by agencies like PhilHealth, Pag-IBIG, GSIS, etc.
3. If spouse is incapacitated and under a guardian
 - 3.1 Medical certificate of spouse issued by the attending physician confirmed by the Medical Specialist, MES, Branch/PE Center

- 3.2 Application for Representative Payee (CLD15) and Guarantor's Bond Form (BPN-107)
- 3.3 Single savings account passbook/ATM/accomplished Visa Cash Card enrollment form (ITF the incapacitated spouse), for lump sum benefit
4. If dependent child/ren is/are incapacitated and spouse is the guardian
 - 4.1 Medical certificate of child/ren issued by the attending physician confirmed by the Medical Specialist, MES, Branch/PE Center
5. If dependent child/ren is/are incapacitated and under a guardian other than spouse
 - 5.1 Medical certificate of child/ren issued by the attending physician confirmed by the Medical Specialist, MES, Branch/PE Center
 - 5.2 Application for Representative Payee (CLD15) and Guarantor's Bond Form (BPN-107)
 - 5.3 Single savings account passbook/ATM/accomplished Visa Cash Card enrollment form (In-trust for the dependents)
 - 5.4 Certified true copy of Death Certificate of spouse of deceased member, if already deceased
6. If dependent child/ren is/are under guardian (other than spouse)
 - 6.1 Application for Representative Payee (CLD15) and Guarantor's Bond Form (BPN-107)
 - 6.2 Single savings account passbook/ATM/accomplished visa cash card enrollment form (In-trust for the dependents)
 - 6.3 Certified true copy of death certificate of spouse of deceased member, if already deceased
7. If with other spouse per death certificate, any of the following:
 - 7.1 Certificate of No Marriage (CENOMAR) from PSA (formerly NSO) of deceased member and spouse per death certificate; or joint affidavit of two (2) persons (preferably nearest relatives of the deceased member) regarding their marital relationship
 - 7.2 Certified true copy of Death Certificate of other spouse, if already deceased
8. If spouse has been separated from the deceased member (not living as husband and wife)
 - 8.1 Joint affidavit of two (2) persons (preferably nearest relatives of the deceased) who have knowledge on the separation, stating the reason thereof and the fact of spouse's dependency for support upon the deceased member
9. If with illegitimate dependent child/ren and member's date of death is prior to May 24, 1997 (if cause of death is work-connected)
 - 9.1 Certified true copy of Birth Certificate of dependent illegitimate child/ren duly registered with LCR/PSA (formerly NSO)
 - 9.2 Joint affidavit of two (2) persons (preferably nearest relatives of the deceased member) attesting that the deceased and the common-law-spouse have no legal impediment to marry each other at the time of conception of the dependent child/ren and spouse's affidavit attesting to the fact of dependency for support

SECONDARY BENEFICIARIES (In the absence of primary beneficiaries)

Dependent Parents

1. Certified true copy of Birth Certificate of deceased member duly registered with LCR and signed by the Civil Registrar or PSA (formerly NSO)
 - 1.1 If Birth Certificate is not available, certified true copy of baptismal certificate duly registered with the parish/church together with certification of non-availability of record from LCR/PSA (formerly NSO)

Note: Baptismal certificate must always bear the original signature of the priest or his authorized signatory/official. Stamped signature is not acceptable.
 - 1.2 If death is prior to May 24, 1997 and claim is for SSS only: Certified true copy of Marriage Contract/Certificate of deceased member's parents duly registered with LCR and signed by the authorized signatory of the Office of the Civil Registrar or PSA (formerly NSO)
 - If Marriage Contract/Certificate is not available or marriage record is intact but no record of marriage from LCR/PSA (formerly NSO), appropriate certification issued by the same, together with Marriage Certification issued by the parish/church, or Birth Certificate of at least two (2) children showing the alleged date of marriage
 - Certification signed by Imam for Muslim marriage
 - Alien Certificate of Registration showing the name of spouse
2. Proofs of dependency upon the deceased member
 - 2.1 Pro-forma affidavit to attest to the dependence for support of the parents from the deceased member
3. If deceased member was a widow/widower
 - 3.1 Certified true copy of the Death Certificate of spouse of deceased member duly registered with LCR and signed by the authorized signatory of the Office of the Civil Registrar or LCR/PSA (formerly NSO) ; **or**

Certified true copy of Death Certificate of deceased member's spouse issued by the Vital Statistics Office/County of Host Country or its equivalent, if deceased member's spouse died abroad (certified by the Philippine Embassy/Consulate, if with existing Philippine Embassy/Consulate in the place of death)/PSA (formerly NSO)
4. If one (1) of the parents is already deceased
 - 4.1 Certified true copy of the Death Certificate of parent duly registered with LCR and signed by the authorized signatory of the Office of the Civil Registrar or PSA (formerly NSO); **or**

Certified true copy of Death Certificate of deceased member's parent issued by the Vital Statistics Office/County of Host Country or its equivalent, if deceased member's parent died abroad (certified by the Philippine Embassy/Consulate, if with existing Philippine Embassy/Consulate in the place of death)/PSA (formerly NSO)

Note: If the Death Certificates of the parents/grandparents of deceased member are not available and the age of the deceased member at the time of death is 65 years old and above, the parents/grandparents of the deceased member shall be presumed dead and Death Certificates are no longer necessary.

5. If both dependent parents are under a guardian
 - 5.1 Application for Representative Payee (SS Form CLD-15)
 - 5.2 Guarantor's Bond Form (SS Form BPN-107)
 - 5.3 Medical certificate issued by the attending physician confirmed by the Medical Specialist, MES Branch/PE Center
 - 5.4 ITF account
6. If one of the parents is incapacitated and guardian is the other parent
 - 6.1 Duly notarized SS Form CLD 1.1B
 - 6.2 Medical certificate of incapacitated parent issued by the attending physician confirmed by the Medical Specialist, MES, Branch/PE Center

OTHER BENEFICIARIES (In the absence of primary and secondary beneficiaries)

1. Designated Beneficiaries
 - 1.1 If deceased member is a widow/widower at the time of death
 - 1.1.1 Certified true copy of the Birth Certificate of deceased member, duly registered with LCR and signed by authorized signatory of the Office of the Civil Registrar, or issued by the NSO
 If Birth Certificate is not available, certified true copy of baptismal certificate, duly registered with the parish/church together with certification of non-availability of record from LCR/PSA (formerly NSO) ;
 - 1.1.2 Certified true copy of the Death Certificate of spouse of deceased member duly registered with LCR and signed by the authorized signatory of the Office of the Civil Registrar or PSA (formerly NSO); or
 Certified true copy of Death Certificate of deceased member's spouse issued by the Vital Statistics Office/County of Host Country or its equivalent, if member's spouse died abroad (certified by the Philippine Embassy/Consulate, if there is an existing Philippine Embassy/Consulate in the place of death)/PSA (formerly NSO) ;
 - 1.1.3 Certified true copy of the Death Certificate of parents of deceased member duly registered with LCR and signed by the authorized signatory of the Office of the Civil Registrar or PSA (formerly NSO); or
 Certified true copy of Death Certificate of deceased member's parents issued by the Vital Statistics Office/County of Host Country or its equivalent, if member's parents died abroad (certified by the Philippine Embassy/Consulate, if with existing Philippine Embassy/Consulate in the place of death)/PSA (formerly NSO)

Note: If the Death Certificates of the parents/grandparents of deceased member are not available and the age of the deceased member at the time of death is 65 years old and above, the parents/grandparents of the deceased member shall be presumed dead and Death Certificates are no longer necessary.

- 1.2 If deceased member is single at the time of death
 - 1.2.1 Certified true copy of the Birth Certificate of deceased member, duly registered with LCR and signed by authorized signatory of the Office of the Civil Registrar, or issued by the PSA (formerly NSO)

If Birth Certificate is not available, certified true copy of baptismal certificate duly registered with the parish/church together with certification of non-availability of record from LCR/PSA (formerly NSO);
 - 1.2.2 Certified true copy of the Death Certificate of parents of deceased member duly registered with LCR and signed by authorized signatory of the Office of the Civil Registrar or PSA (formerly NSO); or
Certified true copy of Death Certificate of deceased member's parents issued by the Vital Statistics Office/County of Host Country or its equivalent, if member's parents died abroad (certified by the Philippine Embassy/Consulate, if with existing Philippine Embassy/Consulate in the place of death)/PSA (formerly NSO)

Note: If the Death Certificates of the parents/grandparents of deceased member are not available and the age of the deceased member at the time of death is 65 years old and above, the parents/grandparents of the deceased member shall be presumed dead and Death Certificates are no longer necessary.

2. Legal Heirs

- 2.1 Certified true copy of the Birth Certificate of member and legal heirs (at least two) duly registered with LCR/PSA (formerly NSO)
 - 2.1.1 If Birth Certificate is not available, certified true copy of baptismal certificate, duly registered with the parish/church together with certification of non-availability of record from LCR/PSA (formerly NSO)
- 2.2 If deceased member is married, certified true copy of the Death Certificate of spouse and parents and Marriage Contract/Certificate of deceased member duly registered with LCR/PSA (formerly NSO)
- 2.3 If deceased member is single, certified true copy of the Death Certificate of parents and grandparents of deceased member and Death Certificate of other legal heirs duly registered with LCR/PSA (formerly NSO)
- 2.4 Certified true copy of the Death Certificate of the designated beneficiaries/other nearest relatives duly registered with LCR/PSA (formerly NSO)

Note: If the Death Certificates of the parents/grandparents of deceased member are not available and the age of the deceased member at the time of death is 65 years old and above, the parents/grandparents of the deceased member shall be presumed dead and Death Certificates are no longer necessary.

Where can the beneficiary/claimant file for the death benefit claim?

Applications for the death benefit can be filed at any SSS branch.