

**ADMINISTRATIVE ARRANGEMENT  
FOR THE IMPLEMENTATION  
OF THE AGREEMENT  
ON SOCIAL SECURITY  
BETWEEN  
THE REPUBLIC OF THE PHILIPPINES  
AND  
THE KINGDOM OF DENMARK**

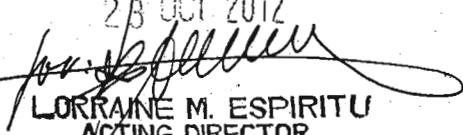
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DEPARTMENT OF FOREIGN AFFAIRS**

**05 NOV 2012**

  
**LORRAINE M. ESPIRITU  
ACTING DIRECTOR**

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DEPARTMENT OF FOREIGN AFFAIRS**

**28 OCT 2012**

  
**LORRAINE M. ESPIRITU  
ACTING DIRECTOR**

The competent authorities,  
Pursuant to Article 13 of the Agreement on Social Security between the Republic of the Philippines and the Kingdom of Denmark, signed at Copenhagen on September 11, 2012, (hereinafter referred to as the "Agreement"),

Have agreed as follows:

**PART I**  
**GENERAL PROVISIONS**

*Article 1*  
**Definitions**

The terms in this Administrative Arrangement (hereinafter referred to as the "Arrangement") shall be used in the same meaning as in the Agreement.

*Article 2*  
**Liaison Agencies**

1. The liaison agencies referred to in Article 13(a) of the Agreement shall be:
  - a) for Denmark, as far as the Labour Market Supplementary Pension Scheme (ATP) is concerned, the Labour Market Supplementary Administration, and in all other situations, the Danish Pensions Agency; and
  - b) for the Philippines, as far as the Social Security Act of 1997 and the Government Service Insurance Act of 1997 are concerned, the International Affairs Department, Social Security System, and Membership Operations Group, Government Service Insurance System, respectively.
2. The liaison agencies shall facilitate the communication between the Competent Agencies of the Contracting States and are entrusted with the duties defined in this Arrangement. They shall assist one another in the

implementation of the Agreement.

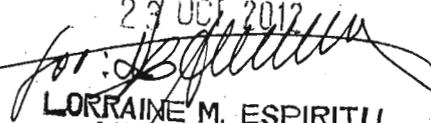
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*Article 3*  
**Forms and Detailed Procedures**

1. The liaison agencies of the Contracting States shall agree upon the mutual forms necessary to implement the Agreement and the Arrangement.
2. Any other forms, document and detailed procedures required for the implementation of the Agreement or this Arrangement shall be prepared by each liaison agency following full consultation with the other.

## PART II

### PROVISIONS CONCERNING THE APPLICABLE LEGISLATION

#### Article 4

#### Certificate on Coverage and Exemptions

1. In cases referred to in Articles 8 and 10 of the Agreement, the Competent Agency shall, on request, issue a certificate of fixed duration certifying, in respect of the work in question, that the worker and his or her employer are subject to that legislation.

The certificate referred to in this Article shall be issued:

- a) in Denmark, by the Danish Pensions Agency; and
- b) in the Philippines, by the International Affairs Department, Social Security System, and the Membership Operations Group, Government Service Insurance System.

The certificate issued is sent to the person concerned; a copy of the certificate is sent to the above-mentioned Competent Agency of the other Contracting State with a copy to the employer.

2. a) The following Competent Agencies are designated for agreement on exceptions under Article 10 of the Agreement:
  - i) in Denmark, the Danish Pensions Agency; and
  - ii) in the Philippines, the International Affairs Department, Social Security System, and the Membership Operations Group, Government Service Insurance System.
- b) An employee and his employer shall submit the joint request on exception in written form to the Competent Agency of the Contracting State whose legislation has to be applied pursuant to the request.
- c) The agreement of the Competent Agencies of the Contracting States on exception shall be attested by a certificate issued and transferred in accordance with paragraph 1 of this Article.

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## PART III

### PROVISIONS ON BENEFITS

#### *Article 5*

#### **Conversion of Periods of Coverage**

Where necessary, the conversion for the purposes of totalization of periods of coverage within the meaning of Part III of the Agreement shall be carried out in accordance with the national legislation of the Contracting States.

#### *Article 6*

#### **Processing a Claim**

1. Where the Competent Agency of one Contracting State receives a claim from a person, who has completed insurance periods under the legislation of the other or both Contracting States, this Competent Agency shall send the claim through the liaison agency to the Competent Agency of the other Contracting State, indicating the date on which the claim has been received.
2. Along with the claim, it will also transmit to the Competent Agency of the other Contracting State:
  - a) any available documentation that may be necessary for the Competent Agency of the other Contracting State to establish the claimant's eligibility for the benefit;
  - b) the document which will indicate, in particular, the periods of coverage completed under the legislation of the first Contracting State; and
  - c) a copy of its own decision, if any, on benefit.
3. The Competent Agency of the other Contracting State shall subsequently determine the claimant's eligibility and notify through the liaison agency its decision to the Competent Agency of the first Contracting State.
4. Along with its decision, it will also transmit, if necessary or upon the request, to the Competent Agency of the first Contracting State:

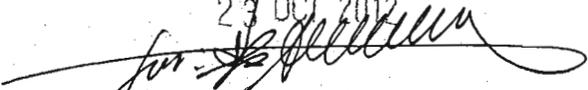
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- a) any available documentation that may be necessary for the Competent Agency of the first Contracting State to establish the claimant's eligibility for the benefit; and
  - b) the document which shall indicate, in particular, the insurance periods completed under the legislation which it applies.
5. The Competent Agency of the Contracting State with which a claim for benefits has been filed shall verify the information pertaining to the claimant and his family members. The type of information to be verified shall be agreed upon by the liaison agencies of the two Contracting States.

*Article 7*

**Medical Examinations**

1. The Competent Agency of a Contracting State shall provide, upon request, the Competent Agency of the other Contracting State such medical information and documentation as are available concerning the disability of a claimant or a beneficiary. The request for the information and documentation shall be made through the liaison agencies of the Contracting States.
2. If the Competent Agency of a Contracting State requires that a claimant or a beneficiary who resides in the territory of the other Contracting State undergo a medical examination, the Competent Agency of the latter Contracting State, at the request of the liaison agency of the first Contracting State, shall make arrangements for carrying out this examination according to its rules. The Competent Agency of the latter Contracting State shall submit the bill for reimbursement of the cost of the medical examination to the Competent Agency of the first Contracting State.

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## PART IV

### MISCELLANEOUS AND FINAL PROVISIONS

#### *Article 8*

#### **Payment of Benefits**

1. Benefits shall be paid directly to the beneficiaries.
2. The Competent Agencies of the Contracting States shall pay their benefits under the Agreement without any deduction for their administrative expenses.
3. When the Competent Agency of one Contracting State pays benefits in freely convertible currency under Article 17 of the Agreement, the conversion rate shall be the rate of exchange in effect on the day when the payment is made.

#### *Article 9*

#### **Exchange of Statistics**

The liaison agencies of the Contracting States shall exchange annual statistics as of 31 December on the number of certificates issued under Article 4 of this Arrangement and on the payments granted to beneficiaries pursuant to the Agreement. These statistics shall include the number of beneficiaries and the total amount of benefits, identified by the benefit type paid under the Agreement. These statistics shall be furnished in a form to be agreed upon by the liaison agencies.

#### *Article 10*

#### **Co-operation of Liaison Agencies**

Representatives of the liaison agencies shall meet, when necessary alternately in the Contracting States in order to discuss subjects related to the application of the Agreement.

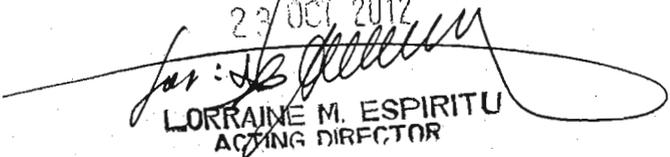
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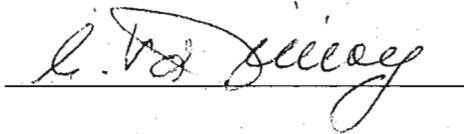
  
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*Article 11*  
**Entry into Force**

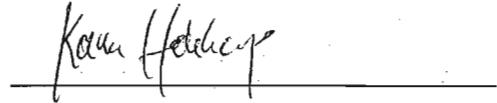
This Arrangement shall enter into force on the same date as the Agreement and shall be applicable for the same period.

Done at Copenhagen on September 11, 2012, in two original copies, in the English and Danish languages, both texts being equally authentic. In case of any divergence in interpretation, the English version shall prevail.

For the Competent Authority of  
The Republic of the Philippines



For the Competent Authority of  
The Kingdom of Denmark



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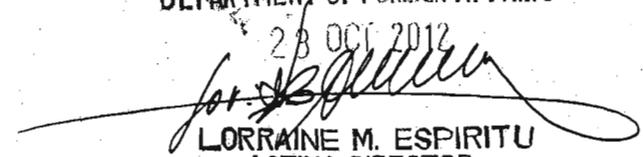
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