

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

In accordance with subparagraph (a) of paragraph 1 of Article 17 of the Agreement between the Republic of the Philippines and Japan on Social Security, signed at Manila on 19 November, 2015, the competent authorities of the Philippines and Japan have decided upon as follows:

**PART I  
GENERAL PROVISIONS**

**Article 1  
Definitions**

1. For the purposes of this Administrative Arrangement, "Agreement" means the Agreement between the Republic of the Philippines and Japan on Social Security, signed at Manila on 19 November, 2015.
2. Any other term used in this Administrative Arrangement will have the same meaning given to it in the Agreement.

**Article 2  
Liaison Agencies**

1. In accordance with subparagraph (b) of paragraph 1 of Article 17 of the Agreement, the following are designated as liaison agencies:
  - (a) for Japan:
    - (i) for the National Pension and for the Employees' Pension Insurance to the extent that the Category I insured persons under the Employees' Pension Insurance are concerned,  
the Minister of Health, Labour and Welfare and the Japan Pension Service;
    - (ii) for the Employees' Pension Insurance to the extent that the Category II insured persons under the Employees' Pension Insurance are concerned,  
the Federation of National Public Service Personnel Mutual Aid Associations;
    - (iii) for the Employees' Pension Insurance to the extent that the Category III insured persons under the Employees' Pension Insurance are concerned,  
the Pension Fund Association for Local Government Officials; and



- (iv) for the Employees' Pension Insurance to the extent that the Category IV insured persons under the Employees' Pension Insurance are concerned,

the Promotion and Mutual Aid Corporation for Private Schools of Japan;

- (b) for the Philippines:

- (i) for the Social Security Act,

the Bilateral Agreements Department, International Operations Group, Social Security System; and

- (ii) for the Government Service Insurance System Act,

the Office of the Senior Vice President for Visayas and Mindanao Group, Government Service Insurance System.

2. For the purpose of application of this Administrative Arrangement,

- (a) a liaison agency of Japan may communicate with the Social Security System regarding any Acts of the Philippines specified in paragraph 2 of Article 2 of the Agreement; and

- (b) a liaison agency of the Philippines may communicate with the Japan Pension Service regarding any Japanese pension systems specified in paragraph 1 of Article 2 of the Agreement.

**PART II**  
**PROVISIONS CONCERNING THE APPLICABLE LEGISLATION**

**Article 3**  
**Certificate of Coverage of Employed and Self-employed Persons**

1. If the legislation of a Contracting State applies to a person pursuant to Article 7, paragraph 2 of Article 8 or Article 9 of the Agreement, the liaison agency of that Contracting State will issue a certificate stating that the person is subject to that legislation and indicating the duration for which the certificate will be valid, upon request of the person concerned. The certificate will serve as evidence that the person is exempt from the legislation on compulsory coverage of the other Contracting State.
2. The liaison agency of a Contracting State, which issues a certificate referred to in paragraph 1 of this Article, will provide the certificate to the person or employer that requested it, and furnish a copy of the certificate or a list with information contained in the certificate to the liaison agency of the other Contracting State as needed.
3. The period of detachment referred to in paragraph 1 or 2 of Article 7 of the Agreement or the period of self-employed activity referred to in paragraph 3 or 4 of Article 7 of the Agreement may be renewed, without any consultation between the liaison agencies of both Contracting States, up to eight years. In this case, new certificate of coverage indicating the renewed duration will be issued.



4. If the renewed period of detachment or the renewed period of self-employed activity referred to in paragraph 3 of this Article continues beyond five years, the liaison agency of a Contracting State which issues the new certificate will inform in writing the liaison agency of the other Contracting State.

### **PART III PROVISIONS CONCERNING BENEFITS**

#### **Article 4**

##### **Applications, Appeals and Declarations and Other Necessary Information**

1. If a competent authority or competent institution of a Contracting State receives an application for a benefit, an appeal or any other declaration under the legislation of the other Contracting State, it will, through its liaison agency, without delay, send that application, appeal or declaration to the liaison agency of the other Contracting State, indicating the date of receipt.
2. With respect to the application for a benefit, as mentioned in paragraph 1 of this Article, the competent institution of the first Contracting State will, through its liaison agency, provide the liaison agency of the other Contracting State with a form which will indicate the periods of coverage completed under the legislation of the first Contracting State, which may be necessary for the competent institution of that other Contracting State to determine entitlement to benefits.
3. The competent institution of a Contracting State will, through its liaison agency, upon the request of the liaison agency of the other Contracting State, without delay, furnish the liaison agency of that other Contracting State with a form which will indicate the periods of coverage completed under the legislation of the first Contracting State which may be necessary for the competent institution of that other Contracting State to determine entitlement to benefits.
4. The personal information regarding an individual contained in the application mentioned in paragraph 1 of this Article will be checked by the liaison agency of the first Contracting State by confirming that the information is corroborated by documentary evidence. The type of information to which this paragraph applies and any associated procedures will be mutually decided upon by the liaison agencies of the Contracting States.
5. In addition to the application and information referred to in paragraphs 1 to 3 of this Article, the liaison agency of the first Contracting State will send the liaison forms mutually decided upon to the liaison agency of the other Contracting State. The liaison forms will be written in the English and Japanese languages.

**PART IV  
MISCELLANEOUS PROVISIONS**

**Article 5  
Exchange of Statistics**

The liaison agencies of the Contracting States will exchange statistics each year regarding the certificates issued under paragraph 1 of Article 3 of this Administrative Arrangement and the payments made under the Agreement, including the number of beneficiaries and total amount of benefits by benefit type. These statistics will be furnished in a form to be decided upon by the liaison agencies of the Contracting States.

**Article 6  
Forms and Detailed Procedures**

The liaison agencies of the Contracting States will mutually decide upon the forms and detailed procedures necessary to implement the Agreement in cooperation with the competent authorities.

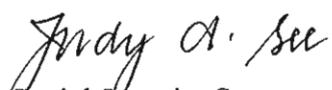
**Article 7  
Entry into Effect**

1. This Administrative Arrangement will take effect on the date of entry into force of the Agreement and will remain in effect while the Agreement remains in force.
2. The competent authorities may notify each other, in writing, of changes in the names of the liaison agencies without the need to modify this Administrative Arrangement.

DONE this 16<sup>th</sup> day of April , 2018 in duplicate in the English language.

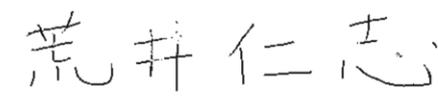
FOR THE COMPETENT  
AUTHORITIES OF THE  
REPUBLIC OF THE PHILIPPINES

  
Social Security System

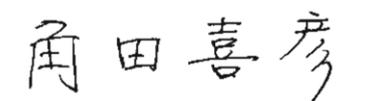
  
Government Service Insurance System

FOR THE COMPETENT  
AUTHORITIES OF JAPAN

  
National Police Agency

  
Ministry of Internal Affairs and  
Communications

  
Ministry of Finance

  
Ministry of Education, Culture,  
Sports, Science and Technology

  
Ministry of Health, Labour and  
Welfare