



ACCOUNTABILITY DISCLOSURE FORM

Please provide the information and documents regarding your **SSS Loan (Salary Loan, Calamity Loan, and Emergency Loan) and Pag-IBIG Loan (Calamity Loan and Multi-Purpose Loan)**.

1. No Existing Loans

- a. Indicate N/A in the table below and proceed to Step 2.
- b. Prepare a copy of your latest Statement of Account (SOA) from SSS and Pag-IBIG.
- c. Refer to the guidelines below for instructions on how to access your SOA through the SSS and Pag-IBIG portals.
- d. The screenshot of your latest SOA is mandatory even if you have no existing loan, a zero balance, or no loan history.
- e. Send the ADF and screenshot of latest SOAs to your Onboarding Partner before your start date.

2. With Existing Loans

- a. Indicate the details on the table below and proceed to Step 2. The details should match the details in the online account.
- b. Prepare a copy of your latest Statement of Account (SOA) from SSS and Pag-IBIG.
- c. Refer to the guidelines below for instructions on how to access your SOA through the SSS and Pag-IBIG portals.
- d. Send the ADF and screenshot of latest SOAs to your Onboarding Partner and Ms Liezl Mangaya <lrnangaya@rcbc.com> on your confirmed start date.

IMPORTANT: Non-submission of the ADF and complete SOAs may delay the regularization and be subject to disciplinary sanctions.

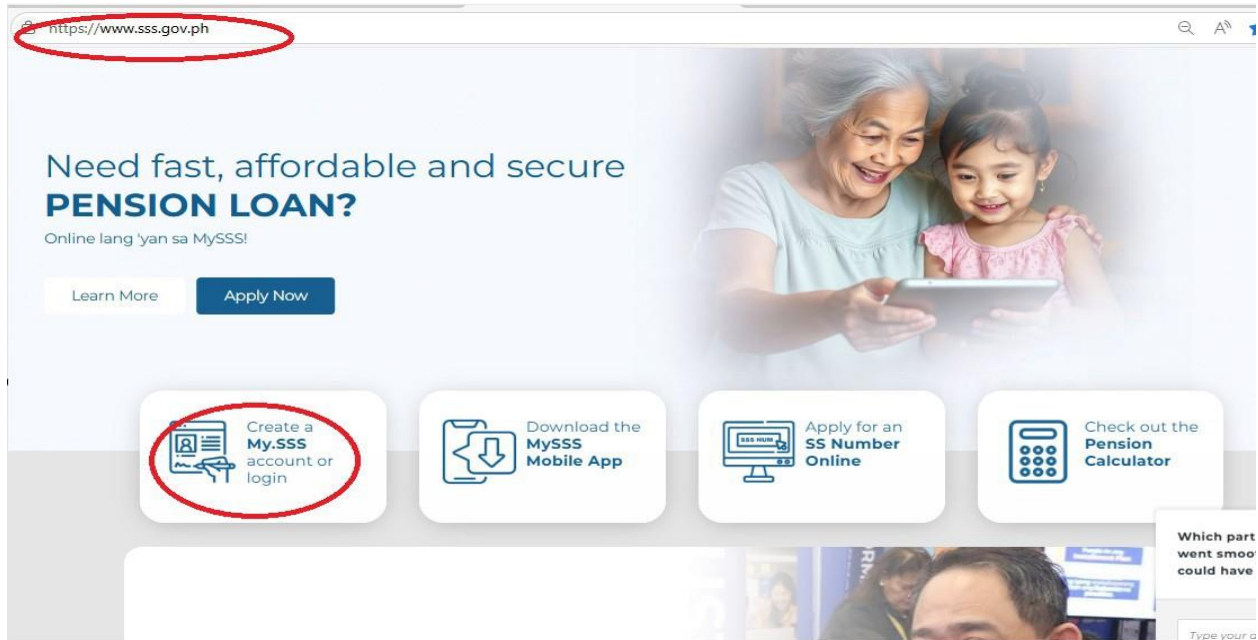
Type of Loan	Date of Loan Application	Amount

SIGNATURE OVER PRINTED NAME

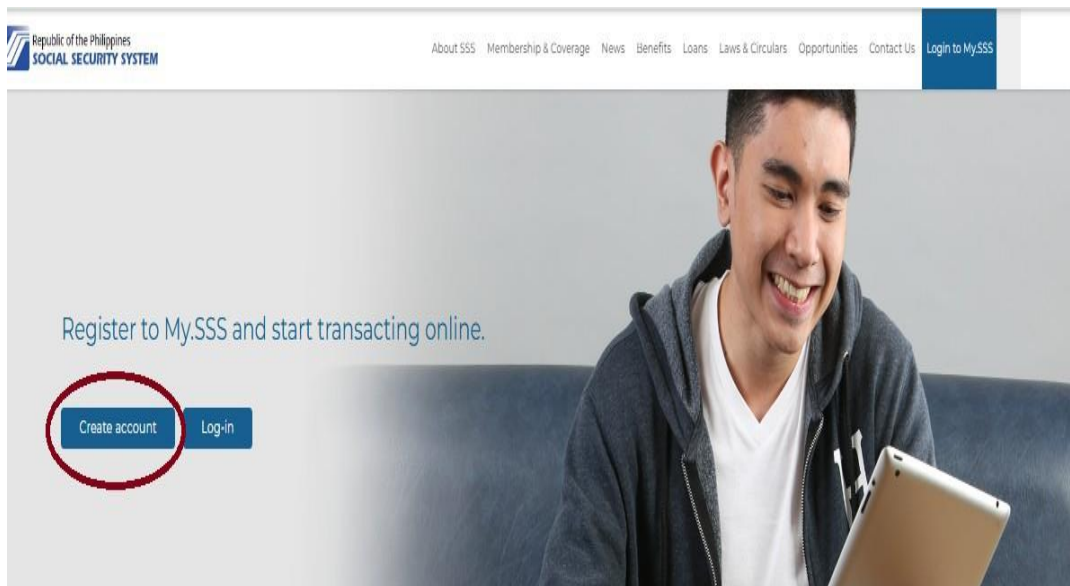
DATE

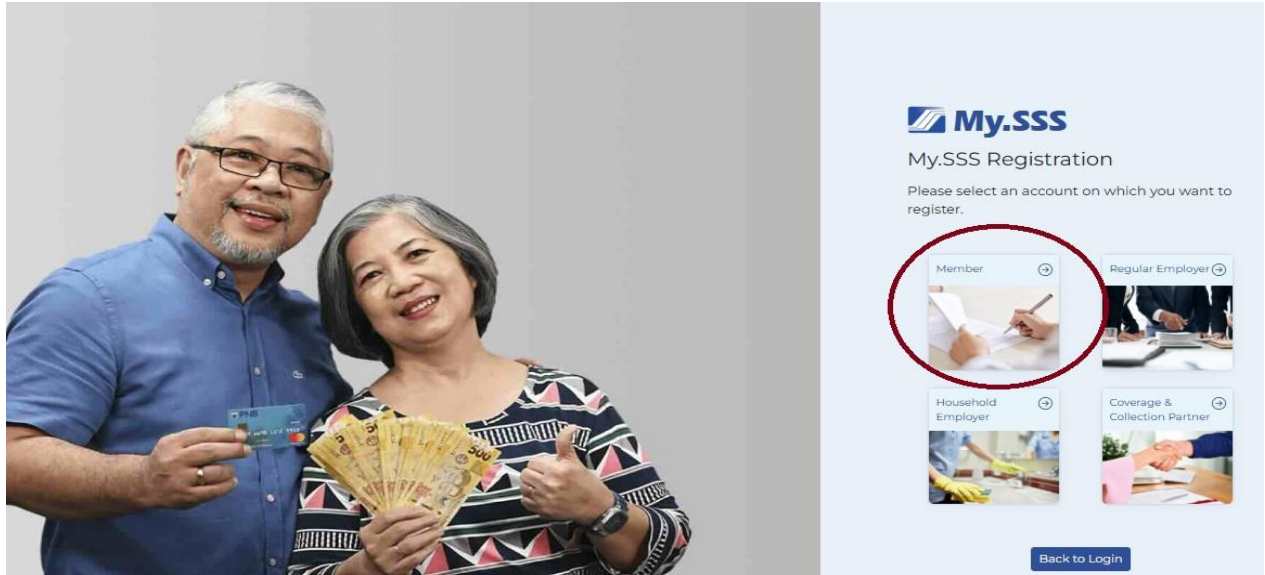
HOW TO REGISTER/CREATE an SSS ONLINE ACCOUNT

1. Go to the official SSS website at www.sss.gov.ph



2. Click the registration link in the SSS Member Login page





3. Fill out the SSS Online Member User ID Registration form
 - first choose your registration preference
 - choose "Employer/Household ID number"
 - input RCBC SSS number 0316076003

4. Complete the forms

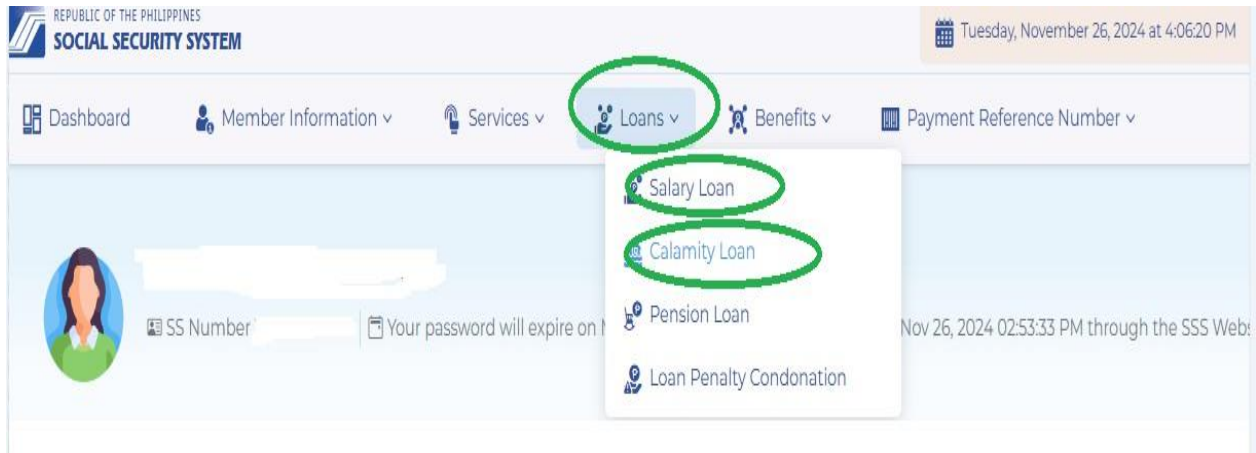
----- ACCOUNT INFORMATION -----

• CRN / SS Number	• Mobile Number <small>FOR ONE-TIME-PIN (OTP) PURPOSES</small>
• Email Address	• Confirm Email Address
• Preferred User ID	• Confirm Preferred User ID
• Preferred Password	• Confirm Preferred Password

[Next >](#)

5. Check your email for the notification from SSS, then click on the activation link
6. Create your password

PLEASE SEND THE SCREENSHOT OF FOLLOWING DETAILS



1. "Loan Date"

Loan Details (See Sample) – the click the active loan



2. Loan Details

SOA

SL202409052596624 **ACTIVE**

SOA Credited Payments

Certifying Employer ID	03-1607600-3
Certifying Employer Name	RIZAL COMMERCIAL BANKING CORPO
Loan Amount	₱40,000.00
Bank Name	RCBC/DISKARTECH
Account Number	9010884883
Net Amount	₱18,862.92
Loan Month	2
Monthly Amortization	₱1,845.80
First Monthly Amortization	Nov 1, 2024

PAST DUE	▼
CURRENT DUE	▼
Total Amount Due	1,845.80
Amount Not Yet Due	▼
Total Amount of Obligation	40,333.33

3. Credited Payments

SL202409052596624 **ACTIVE**

SOA Credited Payments

Show 10 entries Search:

TRANSACTION NO.	PAYMENT DATE	PRN	EMPLOYER NAME	AMOUNT
N/A	N/A	N/A	N/A	0.00

Showing 1 to 1 of 1 entries Previous **1** Next

Total Amount of Payments	0.00
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How to Create a **VIRTUAL** Account **Pag-IBIG** via the **Loyalty Card Plus**

- 0 Go to the Pag-JBJG Fund Official Website: www.pagibigfund.gov.ph
- 0 Open the app and select "Create Account:" and click "Continue"
- 0 Choose Loyalty Card Plus to create your own Virtual Pag-JBJG account and then "Click Here:"
- a** Enter the necessary details:
 - 0 Pag-IBIG MID Number
 - 0 Partner Bank
 - 0 Enter the last four digits of the Cash Card number, which can be found on the back of your Loyalty Card Plus. Once done, click the "Proceed" button.
- 0 Click the **"OK"** button to receive a one-time pin (OTP), sent to your registered mobile number.
- 0 Enter the one-time pin (OTP) and click **"Proceed"**.
- 0 Validate your 12-digit **Pag-IBIG MID** number. Enter and confirm your personal email address.
- 0 Choose three (3) "Security Questions" and provide the corresponding answers for password retrieval in case you forget it.
- 1) To confirm that the information you have provided are true and correct, check the "certify box." Once done, click the "Submit" button.
- 1) Access your registered email address and copy the temporary password sent by the Virtual Pag-JBJG System.
- 0 Return to Virtual Pag-IBIG and choose "First Time Login." Enter your email address and the temporary password you received. Once done, click "Verify."
- IQ** Create and confirm a **"New Password"** to secure the account, and then click the "Submit" button.

Please make sure to keep your account details secure and do not share them with anyone. Enjoy using your Virtual Pag-IBIG account!

Visit Pag Ibig Website at <https://www.pagibigfundservices.com>



LOG IN



Create Your Virtual Pag-IBIG Account

Create Account

Or Log In Here:

manga_____

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[I forgot my password](#)

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[Unlock Account](#)

Log In

Cancel

