

Republic of the Philippines
SOCIAL SECURITY SYSTEM
ANNUAL CONFIRMATION OF PENSIONERS
(FOR RETIREMENT OR PERMANENT TOTAL DISABILITY PENSIONER)
BE REPRODUCED AND IS NOT FOR SALE. THIS CAN ALSO BE DOWNLOADED THRU THE SSS WEBSITE AT
THE INSTRUCTIONS AT THE DACK RECORD FILLING OUT THIS FORM DRINT ALL INFORMATION IN CARIT

DI EACE DEAD T						AT www.sss.gov.ph	
PLEASE READ I	HE INSTRUCT	IONS AT THE	BACK BEFORE FILLING OU		L INFORMATION IN CAF	PITAL LETTERS.	
TYPE OF PENSION (CHEC	CK APPROPRIATE I	BOX)	PART I - PENSIONE COMMON REFERENCE NU		JUMBER (IF ANY) IDATE (OF RIRTH (MM-DD-YYYY)	
SS PERMANENT TOTA				WIDEIVE TILO TO OARD T	TOWNER (II AMA) DATE (J. J. I.	
□ EC PERMANENT TOTA							
SS NUMBER	-	NAME (LAST)	NAME) (FIRST NAME)	(MII	DDLE NAME) (S	UFFIX)	
MAILING ADDRESS (RM.	/FLR./UNIT NO. & B	BLDG. NAME)	(HOUSE/LOT & E	BLK. NO.) (\$T	REET NAME) (S	UBDIVISION)	
(BARANGAY/DISTRICT/LOCALITY) (CITY/MUNICIPALITY/STATE) (PROVINCE) (COUNTRY)							
TELEPHONE NUMBER	AREA CODE+NUM	BER) MOBILE/	CELLPHONE NUMBER	E-MAIL ADDRESS		POSTAL CODE	
	1 1 1 1						
If the telephone number, r	nobile/cellphone	number or e	-mail address belongs to the pe	ensioner's immediate fami	ily member/relative, pleas	e provide the following,	
AS CONSENT:							
PRINTED NAME	OF IMMEDIATE	FAMILY ME	MBER/RELATIVE	SIGNATURE	RELATIONSHIP T	O THE PENSIONER	
PART II -	REPRESENTA	TIVE PAYEE	'S DATA (IF THE PENSIONER	R IS UNDER THE CARE O	OF A REPRESENTATIVE	PAYEE)	
SS NUMBER		NAME (LAST)		With the Control of t		UFFIX)	
	1 1 1						
			PART III - QUESTI	ONNAIDE	VOORSYNDERVANDE VICTORIAN CONTRACTOR OF THE PARTY OF THE		
A. IS/ARE THERE ANY	DEPENDENT	(MINOR/INC	CAPACITATED) CHILD/REN		IER/REPRESENTATIVE	PAYEE'S CARE AND	
CUSTODY? If yes, ple							
NAME OF	DEPENDENT		SS NUMBER		DATE OF		
(MINOR/INCAPAC	CITATED) CHILI		(IF 18 YEARS OLD	DATE OF MARRIAGE (MM-DD-YYYY)	EMPLOYMENT/ SELF-EMPLOYMENT	DATE OF DEATH (MM-DD-YYYY)	
(LAST NAME, FIRST NA	ME, MIDDLE NAME	, SUFFIX)	AND ABOVE)	(MINI-DD-1111)	(MM-DD-YYYY)	(IVIIVEDD*1711)	
1.							
							
2.							
3.							
						E	
4.							
5.							
B. HAS THE PENSIONE	R BEEN RE-EM	IPLOYED OR	RESUMED SELF-EMPLOYME	ENT? If yes, please provid	le the following:		
						MPLOYMENT/	
NAME OF EMD	I AVED/BLICINI	EGG I	ADDDECC OF EMBLO				
NAME OF EMP	LOYER/BUSINI	ESS	ADDRESS OF EMPLO	DYER/BUSINESS	RESUMPTION OF S		
NAME OF EMP	LOYER/BUSIN	ESS	ADDRESS OF EMPLO	OYER/BUSINESS		D-YYYY)	
NAME OF EMP	LOYER/BUSINI	ESS	ADDRESS OF EMPLO	DYER/BUSINESS			
		PART IV - C	ERTIFICATION AND DATA PR	RIVACY NOTICE & AGRE	(MM-DI	D-YYYY)	
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	PART VI - TO	BE FILLED OUT BY SSS RECEIVIN	G BRANCH/SERVICE/FOREIGN OFFI	CE/OFW - CSS
	1	A. MANNER O	F COMPLIANCE	
☐ PERSONAL AF	PPEARANCE RIZED REPRESENTAT	THRU MAIL	CERTIFIED BY BANK REPI	RESENTATIVE
- INKO AOTRO	NIZED KEPKESENIA		OTHERS	
☐ CONTINUE PE	NSION FICA	NCEL PENSION	MENDATION	
RESUME PEN		TURN ACOP FORM	or returned.)	spension, cancellation, rejection, pending
☐ SUSPEND PE		NDING	or retained.)	
PROCESSED BY	1			
*				V.
S	SIGNATURE OVER PR	INTED NAME	POSITION TITLE	DATE & TIME
APPROVED BY				
680 g				
· S	SIGNATURE OVER PRI	NTED NAME	POSITION TITLE	DATE & TIME
		INSTRU	JCTIONS .	
1. Fill out this form	n in one (1) copy. If rece	eiving two (2) or more types of pension	, fill out one (1) ACOP form for each typ	e of pension.
Always affix init	tials on all erasures/alte	rations on this form.		
3. Always indicate	the following mandator	y information:		
a. SS Number	or pensioner, represent	ative payee and dependent (minor/inca	apacitated) child (18 years old and abov	e)
b. Contact info	rmation	to the guardian of a beneficiary/pension	oner who receives the pension in his/hel	r behalf.
 Telephon 		Mobile/Cellphone number =	E-mail address	
Note: If per	nsioner cannot provide t	the required contact information, indica	te the following information of the pensi	oner's immediate family member/relative:
• C	ontact information wher	e SSS can communicate with the pens	sioner	, , , , , , , , , , , , , , , , , , , ,
• Na	ame and signature of the	e immediate family member/relative		
c. Mailing addn	ess (Philippine or Forei	diate family member/relative to the per	sioner	
If Philippi	ine Address, indicate th	e Room/Floor/Unit No. & Building Nam	ne. House/Lot & Block No. Street Name	e, Subdivision, Barangay/District/Locality,
City/Muni	icipal and Province.			
If Foreign	n Address, indicate Room	m/Floor/Unit No. & Building Name, Hou	use/Lot & Block No., Street Name, State	e and Country.
d. Postal code	PNI/A" or "Not Ameliashi	all if the enquired data is used as all set of		•
 Always indicate Write "Nothing is 	Follows" immediately af	e", if the required data is not applicable	e. ated) child. (PART III - QUESTIONNAIF	DE of Doc - 4)
6. Bank shall subn	nit to SSS thru e-mail w	vithin five (5) working days the scanner	ated) child. (PART III - QUESTIONNAII	RE of Page 1). Omplished PART V - TO BE FILLED OUT
BY BANK REP	RESENTATIVE (IF COM	MPLIANCE IS THRU THE BANK) and	documentary requirements (if compliant	ce is thru bank)
Submit this form	n together with the follow	wing ID cards/documents and document	ntary requirements based on the checkl	ist below:
Note: a. If thru	i personal appearance,	present the original copylies of ID card	ls/documents of the pensioner.	
D. IT thru	u authorized representa	itive, submit photocopy/ies of ID card	s/documents of the pensioner and autl	norized representative, and documentary
	rements of the pensions a e-mail, submit soft cor		nents and documentary requirements of	
d. If thru	mail submit photocopy	7	ionic and accumentary regardinestic of	the nencioner
TYPE OF PENSIONER	Than, Submit photocop	y/les of ID cards/documents and docur	nentary requirements of the pensioner.	the pensioner.
	MANNER OF		mentary requirements of the pensioner. TARY REQUIREMENTS	the pensioner. ID CARDS/DOCUMENTS
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	MANNER OF		mentary requirements of the pensioner. TARY REQUIREMENTS Doner:	ID CARDS/DOCUMENTS A. Primary ID card/document [Any
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized	Identification documents of pension One (1) Primary ID card/document Two (2) Secondary ID cards/document	mentary requirements of the pensioner. TARY REQUIREMENTS oner:	ID CARDS/DOCUMENTS
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a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pensions one (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pensions	nentary requirements of the pensioner. TARY REQUIREMENTS oner: nents [both with signature and at least oners whose compliance is thru	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card
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a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pension one (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-mai one Chest-level photo or snapshot	nentary requirements of the pensioner. TARY REQUIREMENTS oner: nents [both with signature and at least oners whose compliance is thru r mail: of the pensioner holding a current	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pension One (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-mai one Chest-level photo or snapshot newspaper wherein the headline a	nentary requirements of the pensioner. TARY REQUIREMENTS Diver: nents [both with signature and at least oners whose compliance is thruing right mail: of the pensioner holding a current and date of publication are prominently	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pension one (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-mai one Chest-level photo or snapshot newspaper wherein the headline a displayed, or having a background showing the current news headline	nentary requirements of the pensioner. TARY REQUIREMENTS Diver: ments [both with signature and at least oners whose compliance is thruing remail: of the pensioner holding a current and date of publication are prominently and of news crawler/ticker on the TV and date.	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration 7. License to Own and Possess Firearms
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	LIST OF DOCUMEN Identification documents of pension One (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-maion Chest-level photo or snapshot newspaper wherein the headline addisplayed, or having a background showing the current news headline Note: The date of the newspaper/newspaper	nentary requirements of the pensioner. TARY REQUIREMENTS Doner: ments [both with signature and at least oners whose compliance is thruin remail: of the pensioner holding a current and date of publication are prominently and of news crawler/ticker on the TV and date. Dews crawler/ticker on the TV must be a series of the pensioner.	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration 7. License to Own and Possess Firearms 8. National Bureau of Investigation
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pensions of the Company ID card/document one (1) Primary ID card/document one (1) with photo] Additional documents for pension one Chest-level photo or snapshot newspaper wherein the headline a displayed, or having a background showing the current news headline Note: The date of the newspaper/nathe same with the date of submit	nentary requirements of the pensioner. TARY REQUIREMENTS Doner: ments [both with signature and at least oners whose compliance is thruin remail: of the pensioner holding a current and date of publication are prominently and of news crawler/ticker on the TV and date. Dews crawler/ticker on the TV must be dission of the ACOP compliance thruin	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration 7. License to Own and Possess Firearms 8. National Bureau of Investigation Clearance
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pension one (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-mai one Chest-level photo or snapshot newspaper wherein the headline a displayed, or having a background showing the current news headline Note: The date of the newspaper/Inthe same with the date of submit e-mail or must be within the same	nentary requirements of the pensioner. TARY REQUIREMENTS Doner: ments [both with signature and at least oners whose compliance is thruin remail: of the pensioner holding a current and date of publication are prominently and of news crawler/ticker on the TV and date. Dews crawler/ticker on the TV must be a series of the pensioner.	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration 7. License to Own and Possess Firearms 8. National Bureau of Investigation Clearance 9. Passport
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pensions one (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-maion Chest-level photo or snapshot newspaper wherein the headline adisplayed, or having a background showing the current news headline Note: The date of the newspaper/nthe same with the date of submit e-mail or must be within the same ACOP compliance thru mail.	nentary requirements of the pensioner. TARY REQUIREMENTS oner: nents [both with signature and at least oners whose compliance is thru r mail: of the pensioner holding a current and date of publication are prominently and of news crawler/ticker on the TV and date. news crawler/ticker on the TV must be ission of the ACOP compliance thru the month on the date of submission of	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration 7. License to Own and Possess Firearms 8. National Bureau of Investigation Clearance 9. Passport 10. Permit to Carry Firearms
a. Retirement	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail	Identification documents of pension one (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-maion Chest-level photo or snapshot newspaper wherein the headline a displayed, or having a background showing the current news headline Note: The date of the newspaper/In the same with the date of submit e-mail or must be within the same ACOP compliance thru mail. Certification from the institution wheretirement home, penitentiary, in	nentary requirements of the pensioner. TARY REQUIREMENTS Dener: Inents [both with signature and at least oners whose compliance is thruing remail: of the pensioner holding a current and date of publication are prominently and of news crawler/ticker on the TV and date. Dewis crawler/ticker on the TV must be desirated in the ACOP compliance thruing month on the date of submission of the accordance of the pensioner is confined such as ursing facility, hospital, correctional	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration 7. License to Own and Possess Firearms 8. National Bureau of Investigation Clearance 9. Passport
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a. Retirement pensioner b. Permanent total	MANNER OF COMPLIANCE a. Thru personal appearance b. Thru authorized representative c. Thru e-mail d. Thru mail	Identification documents of pension one (1) Primary ID card/document Two (2) Secondary ID cards/document one (1) with photo] Additional documents for pension authorized representative, e-mail one Chest-level photo or snapshot newspaper wherein the headline and displayed, or having a background showing the current news headline Note: The date of the newspaper/ the same with the date of submit e-mail or must be within the same ACOP compliance thru mail. Certification from the institution where the same though the penitentiary, in the institution, rehabilitation center, etc.	mentary requirements of the pensioner. TARY REQUIREMENTS ments [both with signature and at least oners whose compliance is thru remail: of the pensioner holding a current and date of publication are prominently and of news crawler/ticker on the TV and date. The pensioner is compliance thrue is month on the date of submission of the ACOP compliance thrue is month on the date of submission of the pensioner is confined such as ursing facility, hospital, correctional and in the confined in an institution.	ID CARDS/DOCUMENTS A. Primary ID card/document [Any one (1) of the following]: 1. Unified Multi-Purpose ID Card 2. Social Security Card 3. Philippine Identification Card 4. Alien Certificate of Registration 5. Driver's License 6. Firearm Registration 7. License to Own and Possess Firearms 8. National Bureau of Investigation Clearance 9. Passport 10. Permit to Carry Firearms Outside of Residence 11. Postal Identity Card 12. Seafarer's Identification & Record Book (Seaman's Book)
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if necessary. WARNING : ANY PERSON WHO MAKES ANY FALSE STATEMENT IN THIS FORM OR SUBMITS ANY FALSIFIED DOCUMENT IN CONNECTION WITH THIS FORM SHALL BE CRIMINALLY LIABLE UNDER SECTION 28 OF R.A. 1161,

AS AMENDED BY R.A. 11199 AND ARTICLE 207 CHAPTER IX OF P.D. NO. 626

Annual Confirmation of Pensioners (For Retirement or Permanent Total Disability Pensioner) Page 2 of 2