

Small Business Wage Subsidy (SBWS) Program

**Procedure for My.SSS Portal
as of 25 April 2020**



Application guidelines and procedures for small business wage subsidy (SBWS) via My.SSS portal

as of 25 April 2020

Eligibility criteria for small business

There are two eligibility criteria for the SBWS program: size of business and Enhanced Community Quarantine (ECQ) impact. The business must meet both criteria.

Moreover, businesses that comply with BIR and SSS will be prioritized.

1. Size

- a. Small businesses, whether corporation, partnership, or sole proprietorship, except those in the BIR's Large Taxpayer Service (LTS) list.

2. Enhanced Community Quarantine (ECQ) impact

- a. Small businesses under both **Category A (non-essentials)** that are forced to stop operations (i.e., temporary closure or suspension of work) and **Category B (quasi-essentials)** that are allowed to operate a skeletal force can apply for the wage subsidy for employees who are not able to work and did not get paid during the ECQ.
- b. Note: Employers in areas where other forms of quarantine have been put in place by the LGU may also qualify.

3. The following small businesses will be prioritized:

- a. BIR-registered and actively complying with tax obligations during the past three years, up to January 2020.
- b. SSS-registered and have paid SSS contributions for the past three years up to January 2020 (last recorded contribution).



Eligibility criteria for employees

Who are eligible?

An employee who fulfills all of the following criteria is eligible:

- Must be an employee of an eligible small business
- Must be employed and active as of March 1, 2020 but unable to work due to the ECQ
- Did not get paid by their employer for at least two weeks during the temporary closure or suspension of work in accordance with Labor Advisory No. 1, Series of 2020
- Can be of any contract status (e.g., regular, probationary, regular seasonal, project-based, fixed-term)
- Must be certified by the employer in the application as having met all the above criteria

Note: Priority will be given to employees that are BIR and SSS-registered and compliant with SSS and BIR regulations.

Note: Employees that have already received assistance amounting to 5,000 pesos from CAMP may still receive support under the SBWS, if they are eligible.

They will first receive one full tranche of 5,000 to 8,000 pesos, depending on region of work, from May 1 to 15. For the second tranche, they will get the difference (subsidy minus the 5,000 they already received) and will therefore receive the same total amount in subsidy as non-CAMP beneficiaries.

Who are not eligible?

The following employees are not eligible:

- Working from home or part of the skeleton force
- Those who voluntarily went on the following types of leave - maternity leave, paternity leave, study leave, sabbatical leave, and leaves of the same type - for the entire duration of the ECQ, whether with or without pay
- Already a recipient of SSS unemployment benefits, to avoid duplication
- Those who have settled or in-process SSS final claims (funeral, retirement, death, and total disability)

Conditions to avail of the program

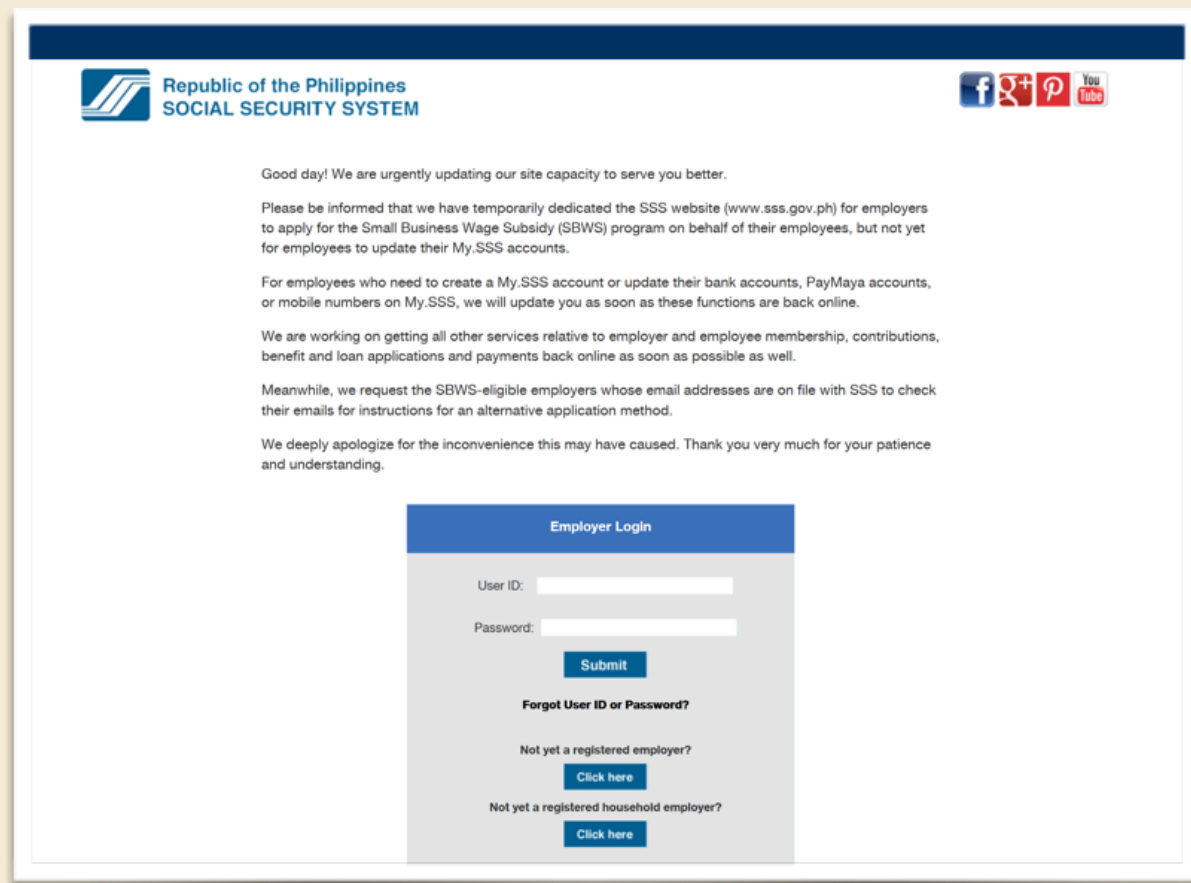
To qualify for the program, the following conditions must be fulfilled:

1. Small businesses must maintain the employment status of all eligible employee beneficiaries before the ECQ and throughout the SBWS period. This will be checked during the monitoring and evaluation stage. Non-compliance with this condition shall result in the employer refunding the wage subsidy amount to the government.
2. Employees cannot resign during the ECQ period.



Eligible employers shall apply for the SBWS in the SSS website through their My.SSS accounts. SSS will accept applications from April 16 to May 8, 2020. Procedures are as follows:

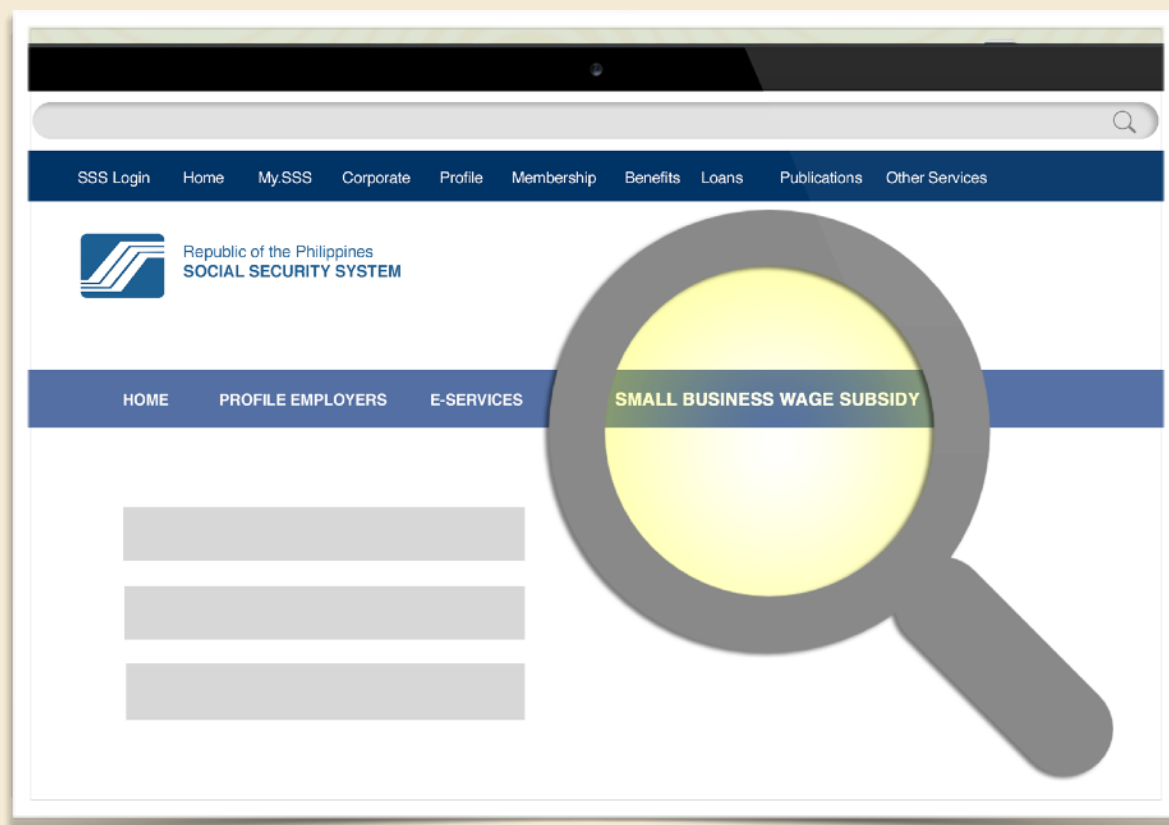
1. Employer Login



The screenshot shows the SSS website's Employer Login page. At the top, there is a header with the SSS logo and the text "Republic of the Philippines SOCIAL SECURITY SYSTEM". To the right of the header are social media icons for Facebook, Google+, and YouTube. Below the header, there is a message from SSS stating that they are updating their site capacity and that the website (www.sss.gov.ph) is temporarily dedicated for employers to apply for the Small Business Wage Subsidy (SBWS) program. The message also mentions that employees can update their My.SSS accounts, bank accounts, PayMaya accounts, or mobile numbers. It further states that SSS is working on getting all other services relative to employer and employee membership, contributions, benefit and loan applications and payments back online as soon as possible. The message concludes by requesting SBWS-eligible employers whose email addresses are on file with SSS to check their emails for instructions for an alternative application method. At the bottom of the message, SSS apologizes for the inconvenience and thanks employers for their patience and understanding. Below the message is a login form with the title "Employer Login". The form has two input fields: "User ID:" and "Password:". Below the input fields is a "Submit" button. Below the "Submit" button are two links: "Forgot User ID or Password?" and "Not yet a registered employer?". Below these links are two more links: "Click here" and "Click here".

Using a web browser, the employer shall login to My.SSS account on the SSS website (www.sss.gov.ph) to initiate the application. Please ensure that the employer has a stable internet connection.

2. Small Businesses Wage Subsidy Menu



The Employer shall click on the **“Small Business Wage Subsidy”** tab on the menu.

3. Encode Passcode and Tax Identification

HOMEPROFILE EMPLOYERS E-SERVICESSMALL BUSINESS WAGE SUBSIDY

Small Business Wage Subsidy

Stark Industries
03-2345678-9-000
Manila Branch

Required Field

Please enter the Passcode and Tax Identification Number (TIN) in the field provided below:

Passcode

Tax Identification Number (TIN)

-

-

(e.g. 008-020-002)

Proceed

Cancel

The employer shall enter the alphanumeric Passcode as shown in the BIR website (<https://www.bir.gov.ph/images/sbws/index.php>).

The employer shall then provide their Tax Identification number (TIN) and shall click "Proceed" to enter the application portal.

4. Qualified employees for confirmation

Small Business Wage Subsidy

Stark Industries
44-5220282-6-000
Manila Branch

QUALIFIED

LACKING CREDENTIALS

DISQUALIFIED

CONFIRMED

EMPLOYER CERTIFICATION TEMPLATE

Qualified Employees for confirmation

	SS Number	Name	*Tax Identification Number	*Paid or approved DOLE CAMP Beneficiary?
<input type="checkbox"/>	65-8150426-5	QUENTIN BECK	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	73-6989031-5	MARIA HILL	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	40-6511307-7	VIRGINIA POTTS	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	01-7363936-9	ANTON VANKO	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	24-7881874-1	OBADIAH STANE	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	31-9614800-2	EDWIN JARVIS	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	19-4917834-1	WILLIAM GINTER RIVA	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	71-6337507-4	HAPPY HOGAN	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>
<input type="checkbox"/>	88-8856828-6	NATALIA ALIANOVNA ROMANOFF	<div></div> <div></div> <div></div>	<div><input type="radio"/> Y</div> <div><input type="radio"/> N</div>

DOLE CAMP refers to the financial support provided by DOLE to displaced employees. Select "Y" if the DOLE CAMP application is approved or paid. Otherwise select "N".

☐ I have read and agreed on the [Employer's Undertaking](#)

Upon successful login, SSS shall display the list of employees in the SBWS Module in the employer's My.SSS account. The employer shall then select the eligible employees by ticking the boxes beside their SS number.



On the right hand side, the employer shall tick whether or not the employee is a CAMP beneficiary.

If an employee is not in the SSS list, it means that the employee:

- a. Is not yet registered with the My.SSS facility
- b. Is disqualified
- c. Has lacking information in their My.SSS account

After selecting the eligible employees, the employer shall enter the TIN of each employee.

Once all eligible employees have been identified, the employer shall click on the "Employer's Undertaking" link to access the terms and conditions. The employer shall then tick the box to signify that he has read and agreed to the "Employer Undertaking."

5. Employer Undertaking

The screenshot displays the 'Small Business Wage Subsidy' application interface. A modal window titled 'Employer's Undertaking' is open, overlaying the main application form. The modal contains the following text:

Employer's Undertaking

I/We, the undersigned, hereby certify that all information contained in this application is **true, accurate, and complete**. I/We understand that making any untruthful statements in this document is punishable under the pertinent provisions of the Revised Penal Code of the Philippines and other applicable laws.

I/We certify that the company fully apprised all its employees of the nature of this application and subsequently notified those who have qualified for the Small Business Wage Subsidy (SBWS) Measure and who have not, including reasons therefor.

I/We further certify that the employees who have qualified and are identified in this application, were fully informed of the purpose of sharing their personal and/or sensitive personal information with SSS, DOF, and BIR, and their authorized representatives, and that said employees gave their full consent to the collection, use, disclosure, or any form of processing of their personal and/or sensitive personal information, and all acts relevant thereto, such as but not limited to the post-verification of information by the Commission on Audit, to the extent necessary to achieve the purpose of the SBWS, subject to the provisions of the Data Privacy Act of 2012 and its Implementing Rules and Regulations and the Data Sharing Agreements entered into by the abovementioned agencies.

Proof of Work and Pay Arrangement

Please submit any of the following supporting documents to any SSS branch or email at SBWSCertifications@sss.gov.ph :

1. Certification Attesting to the Work and Pay Status of Employee [Employer Certification Template \(XLS\)](#)
2. Notice submitted to DOLE for the flexible work arrangement adopted per Labor Advisory 9-2020
3. Establishment Report on COVID-19 per Labor Advisory 12-2020

Non-submission of proof of work and pay arrangement shall not toll the processing of application for the wage subsidy.

At the bottom of the modal, there is a checkbox labeled 'I have read and agree to the terms and conditions of the Employer's Undertaking' which is checked, and an 'I Agree' button. The background application form shows the company name 'CQS STAINLESS CORP.' and a list of employees with checkboxes for selection.

By clicking on "I Agree", the employer agrees to the conditions in the Employer's Undertaking, such as:

- All information contained in the application is true, accurate, and complete;

- All employees are apprised of the nature of the application and notified those qualified, and the reasons for the disqualification of others; and
- All qualified employees are informed of the purpose of sharing their personal and/or sensitive personal information with SSS, DOF, and BIR, and that they give their full consent thereto.

The employer shall submit any of the listed supporting documents certifying the employees' work and pay status (Employer Certification templates are available for downloading). These may be submitted via email to **SBWSCertifications@sss.gov.ph** or to the nearest SSS branch within 30 days upon lifting of the quarantine period.

6. Confirmation Page for Qualified Employees

Small Business Wage Subsidy

Stark Industries
03-2345678-9-000
Manila Branch

Qualified Employees for confirmation

SS Number	Name	Tax Identification Number	CAMP Beneficiary?
01-2345678-9	Maria D. Gillespie	231-434-432	No
03-4345678-8	Christopher K. Torres	312-423-432	Yes

The SSS automated system shall check and validate the following:

- Employee has neither pending nor settled Unemployment Benefit claim due to COVID-19 related reasons,
- Employee is not a DOLE CAMP beneficiary, and
- Employee has neither pending nor settled SSS final benefit (funeral, retirement, death, and total disability).

7. Successful Confirmation

Small Business Wage Subsidy

Stark Industries
03-2345678-9-000
Manila Branch

Qualified Employees for confirmation

Transaction number: [WA-004059339-7](#)

Confirmed employee(s) as of [April 14, 2020 12:35 PM](#)

SS Number	Name	Tax Identification Number	CAMP Beneficiary?
01-2345678-9	Maria D. Gillespie	231-434-432	No
03-4345678-8	Christopher K. Torres	312-423-432	No
01-6235698-7	Charles H. Rosario	023-765-848	No

The following Employee(s) denied to receive the Wage Subsidy:

SS Number	Name	Tax Identification Number	CAMP Beneficiary?	Remarks
01-2345678-9	Maria D. Gillespie	231-434-432	No	Member has no Email Address

SSS shall inform the employer on the following:

- Employees who are qualified for the SBWS program
- Employees who are not qualified for the SBWS program and the corresponding reason

8. Qualified Employees Lacking Credentials

Small Business Wage Subsidy

CQS STAINLESS CORP.
03-9054985-7-000
ROSARIO (EPZA) Branch

QUALIFIED LACKING CREDENTIALS DESQUALIFIED CONFIRMED EMPLOYER CERTIFICATION TEMPLATE

Qualified Employees Lacking Credentials

Show Results: 13

☐

01-2345678-9

CASTILAR, FERNANDO ANOS

Without Savings Account, No Contact Information and Not Registered in My SSS

☒

01-2345678-9

DEGO, JOAN SANTAGO

Without Savings Account, No Contact Information and Not Registered in My SSS

☐

01-2345678-9

JUNTURA, MA TERRESTA RONQUILLO

Without Savings Account, No Contact Information and Not Registered in My SSS

☐

01-2345678-9

LAAS, JOHN LUIS OCZON

Without Savings Account

☐

01-2345678-9

MONZON, VIRGINIA G

Without Savings Account and No Contact Information

☐

01-2345678-9

NEVADO, MARIO ARIAS

Without Savings Account and Not Registered in My SSS

☐

01-2345678-9

OPRAS, LVELLO-ITONA

Without Savings Account

☐

01-2345678-9

QUILIT JR, CARMELO DE SAN JOSE

Without Savings Account

☐

01-2345678-9

SILLARICO, RIC VASQUEZ

Without Savings Account

☐

01-2345678-9

TANAY, ALEXANDER SAN MATEO

Without Savings Account

The employer shall go back to the module to see the list of employees with lacking credentials.

Employer shall tick the box on the left hand side of the employee's name with lacking credentials. The dialog box will then display the fields wherein the employer encodes the employees' required credentials.

Small Business Wage Subsidy

Update Details

SS Number : 1234567890
 Name : CRISTIAN FERNAND ANOS

* Please encode required fields :

* Tax Identification Number (e.g. 008-020-002) : 123 - 456 - 789

* Paid or approved DOLE CAMP Beneficiary : ☐ Y ☒ N

* Banks : DBP CASH PADALA THRU M LHUILLIER

* Bank Account Number : 0987654321

* Confirm Bank Account Number : 0987654332

Save Cancel

In the dialog box, the employer shall encode the employee's missing credential such as TIN or if CAMP Beneficiary. In the BANKS dropdown menu, the employer chooses the mode of payment for the employee's subsidy.

If the employee wishes to receive the subsidy directly thru the bank, the employer chooses the specific bank from the dropdown menu. They then encode the employee's bank account number in the BANK ACCOUNT field.

If the employee wishes to receive the subsidy thru a remittance center, the employer chooses either PayMaya or M. Lhuillier from the dropdown menu. They then encode the employee's mobile phone number in the same BANK ACCOUNT field.

Small Business Wage Subsidy

Update Details

SS Number : 00-2713375-0
 Name : CRISTIAN FERNAND ANOS

* Please encode required fields :

* Tax Identification Number (e.g. 008-020-002) : 123 - 545 - 434

* Paid or approved DOLE CAMP Beneficiary : ☐ Y ☒ N

* Banks : BANCO DE ORO UNIBANK, INC.
 BANK OF COMMERCE
 BANK OF THE PHILIPPINE ISLANDS
 CHINA BANKING CORPORATION
 CITIBANK, N.A.
 CTBC BANKING CORPORATION
 DBP CASH PADALA THRU M LHUILLIER
 DEVELOPMENT BANK OF THE PHILIPPINES
 EAST-WEST BANKING CORPORATION
 FIRST CONSOLIDATED BANK
 LAND BANK OF THE PHILIPPINES
 MAYBANK PHILIPPINES, INC.
 METROPOLITAN BANK AND TRUST COMPANY
 MUFG BANK,LTD.
 PAYMAYA INC
 PHILIPPINE BANK OF COMMUNICATIONS
 PHILIPPINE BUSINESS BANK
 PHILIPPINE NATIONAL BANK
 PHILIPPINE SAVINGS BANK
 PHILIPPINE TRUST COMPANY

* Bank Account Number : 06-2927328-9

* Confirm Bank Account Number : WAHING, HONEY BEE LOQUINTE

the financial support provided by DOLE to displaced employees
 agreed on the Employer's Undertaking



PESOnet Accredited Banks (as of 31 March 2020)

Small Business Web	MP_MSP_NAME
	ASIA UNITED BANK
	BANCO DE ORO UNIBANK, INC.
	BANK OF COMMERCE
	BANK OF THE PHILIPPINE ISLANDS
	CHINA BANKING CORPORATION
	CITIBANK, N.A.
	DBP CASH PADALA THRU M LHUILLIER
	DEVELOPMENT BANK OF THE PHILIPPINES
	EAST-WEST BANKING CORPORATION
	FIRST CONSOLIDATED BANK
	LAND BANK OF THE PHILIPPINES
	MAYBANK PHILIPPINES, INC.
	METROPOLITAN BANK AND TRUST COMPANY
	PAYMAYA INC
	PHILIPPINE BANK OF COMMUNICATIONS
	PHILIPPINE BUSINESS BANK
	PHILIPPINE NATIONAL BANK
	PHILIPPINE SAVINGS BANK
	PHILIPPINE TRUST COMPANY
	PHILIPPINE VETERANS BANK
	RIZAL COMMERCIAL BANKING CORP
	ROBINSONS BANK
	SECURITY BANK CORPORATION
	STANDARD CHARTERED BANK
	THE HONGKONG AND SHANGHAI BANKING CORP
	UNION BANK OF THE PHILIPPINES
	UNITED COCONUT PLANTERS BANK
	UNITED OVERSEAS BANK (PHILS)

- Al-Amanah Islamic Investment Bank of the Philippines
- AllBank (A Thrift Bank), Inc.
- Asia United Bank Corporation
- Australia and New Zealand Banking Group Limited
- BDO Unibank, Inc.
- BDO Network Bank, Inc. (A Rural Bank)
- Bangkok Bank Public Co. Ltd.
- Bank of America, N.A.
- Bank of China Limited - Manila Branch
- Bank of Commerce
- Bank of Florida, Inc. (A Rural Bank)
- Bank of the Philippine Islands
- China Bank Savings, Inc.
- China Banking Corporation
- CIMB Bank Philippines, Inc.
- Citibank, N.A.
- CTBC Bank (Philippines) Corporation
- DCPay Philippines, Inc.

- Deutsche Bank AG
- Development Bank of the Philippines
- Dunganon Bank (A Microfinance Rural Bank)
- East West Banking Corporation
- Equicom Savings Bank, Inc.
- First Consolidated Bank, Inc. (A Private Development Bank)
- Industrial Bank of Korea Manila Branch
- ING Bank, N.V
- JP Morgan Chase Bank, N.A.
- KEB Hana Bank -Manila Branch
- Land Bank of the Philippines
- M. Lhuillier (thru DBP cash padala)
- Malayan Bank Savings and Mortgage Bank, Inc.
- Maybank Philippines, Inc.
- Mega International Commercial Bank Co., Ltd.
- Metropolitan Bank and Trust Company
- Mizuho Bank, Ltd. -Manila Branch
- MUFG Bank, Ltd.
- PayMaya Philippines, Inc.
- Philippine Bank of Communications
- Philippine Business Bank, Inc. (A Savings Bank)
- Philippine National Bank
- Philippine Savings Bank
- Philippine Trust Company
- Philippine Veterans Bank
- Producers Savings Bank Corporation
- Rizal Commercial Banking Corporation
- Robinsons Bank Corporation
- Security Bank Corporation
- Shinhan Bank -Manila Branch
- Standard Chartered Bank
- Sterling Bank of Asia, Inc. (A Savings Bank)
- Sumitomo Mitsui Banking Corporation, Manila Branch
- The Hongkong & Shanghai Banking Corporation
- Union Bank of the Philippines
- United Coconut Planters Bank
- United Overseas Bank Limited, Manila Branch
- Wealth Development Bank Corporation
- Yuanta Savings Bank Philippines, Inc.



After confirming the employee’s preferred mode of payout and details, the employer shall click ~Save”.

Small Business Wage Subsidy

CQS STAINLESS CORP.
03-9064986-7-000
ROSARIO (EPZA) Branch

QUALIFIED

LACKING CREDENTIALS

DISQUALIFIED

CONFIRMED

EMPLOYER CERTIFICATION TEMPLATE

<input checked="" type="checkbox"/>			TIN : 123-456-789 Paid or approved DOLE CAMP Beneficiary : NO Bank Name : DBP CASH PADALA THRU M L HULLIER Account Number : 098765432
<input type="checkbox"/>			Without Savings Account, No Contact Information and Not Registered in My SSS
<input type="checkbox"/>			Without Savings Account, No Contact Information and Not Registered in My SSS
<input type="checkbox"/>			Without Savings Account
<input type="checkbox"/>			Without Savings Account and No Contact Information
<input type="checkbox"/>			Without Savings Account and Not Registered in My SSS
<input type="checkbox"/>			Without Savings Account
<input type="checkbox"/>			Without Savings Account
<input type="checkbox"/>			Without Savings Account
<input type="checkbox"/>			Without Savings Account

DOLE CAMP refers to the financial support provided by DOLE to displaced employees. Select "Y" if the DOLE CAMP application is approved or paid. Otherwise, select "N".

☒ I have read and agreed on the Employer's Undertaking

Proceed

Cancel

The Employer shall click the checkbox for ‘Employer’s Undertaking’, then click ‘Proceed’.

Small Business Wage Subsidy

CQS STAINLESS CORP.
03-9064986-7-000
ROSARIO (EPZA) Branch

QUALIFIED

LACKING CREDENTIALS

DISQUALIFIED

CONFIRMED

EMPLOYER CERTIFICATION TEMPLATE

Employer's Undertaking

Employer's Undertaking

I/We, the undersigned, hereby certify that all information contained in this application is true, accurate, and complete. I/We understand that making any untruthful statements in this document is punishable under the pertinent provisions of the Revised Penal Code of the Philippines and other applicable laws.
I/We certify that the company fully apprised all its employees of the nature of this application and subsequently notified those who have lacking for the Small Business Wage Subsidy (SBWS) Measure and who have not, including reasons therefor.
I/We further certify that the employees who have lacking and are identified in this application, were fully informed of the purpose of sharing their personal and /or sensitive personal information with SSS, DOF, and BIR, and their authorized representatives, and that said employees gave their full consent to the collection, use, disclosure, or any form of processing of their personal and/or sensitive personal information, and all acts relevant thereto, such as but not limited to the post-verification of information by the Commission on Audit, to the extent necessary to achieve the purpose of the SBWS, subject to the provisions of the Data Privacy Act of 2012 and its Implementing Rules and Regulations and the Data Sharing Agreements entered into by the abovementioned agencies.

Proof of Work and Pay Arrangement

Please submit any of the following supporting documents to any SSS branch or email at SBWSCertifications@sss.gov.ph:

1. Certification Attesting to the Work and Pay Status of Employee Employer Certification Template (XLS)

2. Notice submitted to DOLE for the flexible work arrangement adopted per Labor Advisory 9-2020

3. Establishment Report on COVID-19 per Labor Advisory 12-2020

Non-submission of proof of work and pay arrangement shall not toll the processing of application for the wage subsidy.

DOLE CAMP refers to the financial support provided by DOLE to displaced employees. Select "Y" if the DOLE CAMP application is approved or paid. Otherwise, select "N".

☒ I have read and agreed on the Employer's Undertaking

Proceed

Cancel

The employer shall click on the Employer’s Undertaking again when he makes changes to the employee details to signify agreement.

Small Business Wage Subsidy

CQS STAINLESS CORP.
03-9064986-7-000
ROSARIO (EPZA) Branch

Qualified Employees Lacking Credentials

SS Number	Name	Tax Identification Number (e.g 008-020-002)	Paid or approved DOLE CAMP Beneficiary	Bank Name	Account Number
03-54754-5	CASTILAR, FERNAND ANOS	03-45754-5	No	DBP CASH PADALA THRU M LHULLIER	03-54754-5

After clicking “I Agree”, the screen will show the information encoded by the employer. The employer is advised to review the information carefully to ensure accuracy and completeness. If all details are in order, the employer shall click “Submit”. If further edits are needed, the employer shall click “Cancel.”

Small Business Wage Subsidy

CQS STAINLESS CORP.
03-9064986-7-000
ROSARIO (EPZA) Branch

Qualified Employees Lacking Credentials

Transaction Number: [WA-004059389-7](#)

Confirmed employee (s) as of [April 24, 2020 1:24 PM](#)

SS Number	Name	Tax Identification Number	Paid or approved DOLE CAMP Beneficiary	Bank Name	Account Number
03-54754-5	CASTILAR, FERNAND ANOS	03-45754-5	No	DBP CASH PADALA THRU M LHULLIER	03-54754-5

After clicking “Submit” button, the screen will once again show the submitted information. The employer shall click “Okay” if everything is in order. Please note that when the employer clicks this option, the submission is considered FINAL and no further edits can be made.

9. Disqualified Employees

Small Businesses Wage Subsidy

CQS STAINLESS CORP.
03-9064986-7-000
ROSARIO (EPZA) Branch

QUALIFIED

LACKING CREDENTIALS

DISQUALIFIED

CONFIRMED

Disqualified Employees

SS Number	Name	Reason of Disqualification
02-2713333-6	ARAOLA, EDGAR HOWELL MIRANDA	With Existing Unemployment Benefit Claim
01-0637186-6	ARCIAGA, CORAZON DELA CRUZ	With Existing Unemployment Benefit Claim
34-2788291-8	BALDICANAS, EDMILYN FLORAIN ALEJANDRO	With Existing Unemployment Benefit Claim
33-8142517-8	BORJAL, RONNIE MELGAREJO	With Existing Unemployment Benefit Claim

Employees may also be disqualified if they have an existing Unemployment Benefit claim due to COVID-19 related reasons or a settled/in-process final benefit claim (e.g., death, funeral, total disability, or retirement).

10. Confirmed Employees

Small Businesses Wage Subsidy

CQS STAINLESS CORP.
03-9064986-7-000
ROSARIO (EPZA) Branch

QUALIFIED

LACKING CREDENTIALS

DISQUALIFIED

CONFIRMED

Confirmed Employees

SS Number	Name	Date Confirmed
02-2713333-6	ARAOLA, EDGAR HOWELL MIRANDA	Apr. 13, 2020 06:51 PM
01-0637186-6	ARCIAGA, CORAZON DELA CRUZ	Apr. 13, 2020 06:52 PM
34-2788291-8	BALDICANAS, EDMILYN FLORAIN ALEJANDRO	Apr. 13, 2020 06:52 PM
07-2502424-8	CHAVEZ, JERELY ORTIGAS	Apr. 13, 2020 06:52 PM
33-9872467-1	ELCHICO, BERNARD CALANO	Apr. 13, 2020 06:51 PM
10-0827859-0	FILOTEO, JOHN PATRICK HERRERA	Apr. 13, 2020 06:52 PM

SSS shall inform the employer via email of the employees successfully confirmed in the SBWS Module.



11. Employer Certification Template

Small Business Wage Subsidy

CQS STAINLESS CORP.
02-9064886-7-0000
RESEARCH (R&D) Branch

QUALIFIED

LACKING CREDENTIALS

DISQUALIFIED

CONFIRMED

EMPLOYER CERTIFICATION TEMPLATE

Download Employer Certification Template

[Employer Certification Template \(PDF\)](#)

[Employer Certification Template \(XLS\)](#)

In case the employer missed the Employer Certification Template in the Employer's Undertaking, these may be found in a separate tab, the employer shall download and submit it to SSS through **SBWSCertifications@sss.gov.ph** or to the nearest SSS branch within 30 days upon lifting of the quarantine period.

12. Email Notifications

Small Businesses Wage Subsidy Employer Confirmation Notification

①

Getting too much email? [Unsubscribe](#)

①

Label: Never Delete (default folder) Expires: Never

N

notifications@sss.gov.ph
Mon 13/04/2020 6:44 PM
Caroline Grace Tiu ✕

Dear Ms./Mr. HERNAN,

We are pleased to inform you that your employer has confirmed your qualification to the Small Businesses Wage Subsidy.

Please take note of your transaction details below:

Transaction Number: WA-004059312-8
Date Confirmed: April 13, 2020 6:44 PM
SS Number: 08*****29
Employer Name: CQS STAINLESS CORP.
Bank/Payment Service Provider: UNION BANK OF THE PHILIPPINES
Account Number/Cellphone Number: 10*****90

You may expect the amount to be credited to your account starting May 1, 2020.

This is a system-generated e-mail. Please do not reply.

SSS shall notify the eligible employees through email that their employer has confirmed their qualification to the SBWS Program and shall provide the details when the subsidy shall be credited to their bank accounts or available for disbursement through remittance agents.