

DECLARATION OF PENDENCY/NON-PENDENCY OF CASE

I, _____, Filipino of legal age, with permanent address at _____, and holder of the position _____ at _____ the _____, after being sworn in accordance with law, hereby depose and state that:

1. I am applying for my OPTIONAL / COMPULSORY retirement from the government service effective _____:
2. I have:
 - 2.1 no pending case¹
 - 2.2 a pending case
 - administrative disciplinary case
 - criminal case
3. The NATURE/SPECIFIC OFFENSE CHARGED in the pending criminal/administrative disciplinary case is: _____
4. The venue of the investigation/trial: _____
5. On appeal: YES NO
6. The appeal is pending before: _____
7. I am executing this Declaration of Pendency/Non-Pendency of Case to attest to the truth of the foregoing facts and to enable me to process and secure the release of my retirement benefits.
8. **By executing this Declaration of Pendency / Non-Pendency of Case, I hereby authorize the Head of Agency to verify the status of any case(s) filed against me in any forum.**
9. Further, I am executing this Declaration of Pendency / Non-Pendency of Case under pain of criminal and/or administrative liability under existing laws.

DATA PRIVACY CONSENT

I hereby confirm my understanding of the Privacy Policy of the GSIS pursuant to the requirements of R.A. 10173, otherwise known as the DPA, its Implementing Rules and Regulations and other issuances of the National Privacy Commission and consent to the manner of and safety measures to be observed in the collection, use, access, disclosure, processing and disposal of my personal and sensitive personal data by the GSIS.

<p>_____ Signature over printed name</p>	<div style="border: 1px solid black; width: 100%; height: 100%; display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; width: 80%; height: 80%; margin: 5px;"></div> <div style="text-align: center; font-size: small;"> Thumb mark (if unable to affix signature) </div> </div>	<p>Printed Name and Signature of Witnesses to Thumb mark: (Both witnesses must provide photocopy of 2 valid government issued IDs)</p> <p>1. _____</p> <p>2. _____</p>
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SUBSCRIBED AND SWORN to before me this ___ day of _____, affiant exhibiting to me his / her _____.

(Person Administering Oath)

¹ A pending case shall refer to both criminal and administrative disciplinary case. An administrative disciplinary case is considered when the disciplining authority has issued a formal charge or a notice of charge to the respondent, while a criminal case shall be considered pending from the time an Information or Complaint is filed in court.