

GUIDELINES FOR ALL THE MEMBERS OF NHIP INCLUDING OVERSEAS FILIPINO WORKERS (OFWS) WHO CANNOT PERSONALLY TRANSACT BUSINESS WITH THE CORPORATION

PHILHEALTH CIRCULAR NO. 09, S. 2006, March 01, 2006

Read online (full-text search, related cases, audio case brief): <https://batas.org/library/3f2d78059035/>

Further to PhilHealth Circular No. 11 s-2004 entitled Authorized Signatory in PhilHealth Claims Form 1 in the Absence of the member and to effectively process the transactions of members of the NHIP including OFWs and in consideration of the instances that he/she is not available personally to transact business with the Corporation, the following individuals are authorized to act and sign any PhilHealth document (i.e. Claim Form 1, M1b, M2 and any other related documents excluding receipt of benefit payment for reimbursement unless authorized by the member) in behalf of the member.

PARTICULARS DOCUMENTARY REQUIREMENTS

In order of priorities: - authorization letter from the member:

- Legitimate Spouse - stating the reason for signing in behalf
of the member;

- Children (18 years old and above) - including full name, complete address
and contact number of the authorized
representative; and

- Parents (Adoptive Parent/Biological
Parent/Step Parent)

- Brothers/Sisters (18 years old and above) - photocopy of any document proving that
the Member is an active OFW if applicable;
and

- Other individuals as duly Authorized

Representative - photocopy of the Identification Card (ID)

of the Duly authorized representative.

In addition, the witness who will affix his/her thumbmark in claim Form 1 should also be the same person who will sign in behalf of the member.

For your information and guidance.

Adopted: 01 March 2006

(SGD.) LORNA O. FAJARDO

Officer-in-Charge

Office of the President and CEO

ABOUT BATAS.ORG

Study smarter at BATAS.org

The Philippine bar review and law-school companion built around how your brain actually remembers.

The complete Philippine law library - free for everyone.

More than 100,000 Supreme Court decisions, Republic Acts, and executive issuances - full-text searchable, browsable by category and year, and always free. No paywall, no login. This PDF came from it.

Audio case-brief lectures.

Any decision becomes a podcast-style lecture - facts, issues, ruling, and doctrine - with read-along highlighting and a hands-free presentation mode. Study while commuting, working out, or resting your eyes.

Bar review built on the science of memory.

Complete, sequenced courses for all eight bar subjects, narrated like podcasts and reinforced with retrieval practice and spaced review - the study techniques with the strongest evidence behind them.

The full law-school curriculum.

One subscription unlocks the entire J.D. curriculum - every subject, every lesson, with your progress tracked down to the paragraph so you can pick up exactly where you left off, on any device.

Mock exams that tell you where you stand.

Timed multiple-choice exams graded instantly, with per-subject score breakdowns and focus suggestions that point you at your weakest topics first.

A study planner that keeps you on pace.

Set your schedule and BATAS tells you every day whether you are on track for bar day - and exactly which lesson to take next.

Start free at <https://batas.org>

The law library is free forever - and your first lesson is one click away.

The text of this document is an official public record and remains in the public domain. Formatting, presentation, and compilation © 2026 batas.org.

Downloaded free from the batas.org Law Library. Share it freely - the library is free for every law student, bar reviewee, and practitioner.