

## NOTES:

Membership contribution is P150.00 per month, through salary and pension deduction.

Members who reach the age of 80 are exempt from payment of monthly membership contribution.

Loan applications must be certified by the G3 head, or its equivalent.

The Co-maker must be of the same pay grade or higher. No two (2) members shall act mutually as co-makers of their loans.

Non-pensioner retirees may apply for loan up to a maximum amount of **P50,000.00** subject to more specific guidelines.

## HOW TO APPLY LOAN:

- 1 Log your loan application at Meralco HR Express for PG I-XII, and subject for approval by Executive Compensation for managerial employees and retirees for computation of borrowing capacity.
- 2 Download and fill-out the MEMABA Loan Application Form at [www.memaba.com.ph](http://www.memaba.com.ph)
- 3 Submit the filled-out Loan Application at [memaba.staff@meralco.com.ph](mailto:memaba.staff@meralco.com.ph)
- 4 Loan proceeds, except for Educational loan, may be deposited to member's BDO Account or pick-up at MEMABA Office.



**MEMABA, Inc.**

— SINCE 1977 —

*Stronger Ties, Uplifting Lives.*

Employee Services Center,  
Meralco Center, Ortigas Ave.  
Pasig City, 1605

Phone Nos.: 1622-6993 to 94,  
6069, 3936 and 3930  
0908-888-5821

**Email us at:**  
**[memaba.staff@meralco.com.ph](mailto:memaba.staff@meralco.com.ph)**

**Visit us at:**  
**[www.memaba.com.ph](http://www.memaba.com.ph)**

## OUR MISSION

The Meralco Employees Mutual Aid and Benefits Association, Inc. (MEMABA, Inc.) was incorporated in June 1977 as a non-stock, non-profit organization with the aim of extending assistance to its members and their loved ones. Assistance come is the form of donation and affordable loans.

CASH ASSISTANCE	AMOUNT				REQUIREMENTS
<b>FUNERAL AID</b>					
Death of Member	P65,000.00				Registered Death Certificate
Death of Parent	7,500.00				
Death of Child (below 21 y.o.)	8,000.00				
Death of Child (21 y.o. and above)	5,000.00				
Death of Spouse	15,000.00				
					Registered Death Certificate
					Marriage Certificate
Fetal Death (8-20 weeks)	3,000.00				Histopathological Report
<b>FIRE VICTIM AID</b>					
Totally burned (owned/rented)	22,500.00				Barangay Certificate
Partially burned (owned/rented)	8,000.00				Pictures of burned property
For member-boarder	4,000.00				Municipal Report of the Incident
					Fire Investigation Report (BFP)
LOANS		INTEREST RATE	TERMS	TAKE-HOME PAY	REQUIREMENTS
Educational	P250,000.00	4.50%	1 year	10%	Statement of Account from the School
Hospitalization	200,000.00	4.50%	2 years	10%	Medical Certificate
					Statement of Account from Hospital and in case of reimbursement, Official Receipt of payment
Fire	500,000.00	4.50%	2 years	10%	Barangay Certificate
					Pictures of burned property
					Municipal Report of the Incident
Funeral	150,000.00	4.50%	2 years	10%	Registered Death Certificate
Supplemental	170,000.00	6%	3 years	40%	
Calamity	30,000.00	3.50%	2 years	10%	Barangay Certificate
Medicine	5,000.00	4.50%	1 year	10%	Medical Certificate and prescription/s
					* purchase order will be issued to be presented to Mercury Drug (Robinsons Galleria Branch)

**\*For computation of borrowing capacity**

Pay grade I-XII employees: HR Express

Exempt employees and retirees : Approval from Meralco Payroll

Subsidiaries and Affiliates employees : Approval from their HR