



Philippine Amusement and Gaming Corporation

MEMORANDUM

February 01, 2024

TO : ALL LICENSEES

FROM : THE ASSISTANT VICE PRESIDENT
Gaming Licensing and Development Department

SUBJECT : GAMING EMPLOYMENT LICENSE VERSION 4.0

As approved by the PAGCOR Board or Directors on January 31, 2024, all PAGCOR-operated and regulated gaming sites shall adhere to the following revised guidelines in the Gaming Employment License (GEL) Manual Version 4.0:

1. Tax Identification Number (TIN) and Social Security System (SSS) number are already excluded from the list of requirements for new GEL application.
2. Inclusion of Section 9, a new section dealing with cancellation of GEL in cases of retired/resigned employees.
3. Table of Penalties

OFFENSE	PENALTY
Deployment of employees without and/or expired GEL	10,000.00 per employee
Hiring/deployment of employees whose name is in the Terminated Employee Database (TED) and/or National Database for Restricted Persons (NDRP) under Licensee - Emanating Exclusion Order	10,000.00 per employee
Non-availability and/or incomplete required documents during the Compliance Verification by GLDD.	2,000.00 per document
Failure to maintain sub-folder for GEL in employees' 201 file.	5,000.00 per sub-folder
Failure to indicate GEL number on employee's company ID.	2,000.00 per employee
Printing of wrong GEL number of employee's company ID.	1,000.00 per employee
Failure to remit payment of license application, renewal fees and/or penalties within the prescribed period	Sixty Percent (60%) per annum interest

Further, all Licensees are enjoined to promptly update the personal information records of your respective employees, which should include recent, clear, and identifiable photographs of each GEL holder.

Update of Information must be supported by pertinent documents such as marriage certificate, annulment papers, etc. to be submitted to the employer.

Implementation of the GEL Manual Version 4.0 will be effective five (5) days after publication in the PAGCOR regulatory website. To access the PAGCOR regulatory website, please visit <https://www.pagcor.ph/regulatory/gel.php>.

Thank you.



MA. VINA CLAUDETTE P. OCA

cc: *The Senior Vice President, Land-based Operations*
The Assistant Vice President, Table Games Department
The Assistant Vice President, E-Gaming Licensing Department
The Assistant Vice President, Compliance Monitoring and Enforcement Department-IG
The Assistant Vice President, Compliance Monitoring and Enforcement Department-IR