



BIR Form No. 2316 January 2018 (ENCS)	Certificate of Compensation Payment/Tax Withheld For Compensation Payment With or Without Tax Withheld	2316 01/18ENCS
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Fill in all applicable spaces. Mark all appropriate boxes with an "X".

1 For the Year (YYYY) 2 0 2 3	2 For the Period From (MM/DD) 0 1 0 1 To (MM/DD) 0 4 0 6
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Part I - Employee Information

3 TIN - - - - -	A. NON-TAXABLE/EXEMPT COMPENSATION INCOME
4 Employee's Name (Last Name, First Name, Middle Name) Tullao, Minda Villaflor	Amount
5 RDO Code 1 2 6	27 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)
6 Registered Address	28 Holiday Pay (MWE)
6A ZIP Code	29 Overtime Pay (MWE)
6B Local Home Address 1759 San Miguel Apas	30 Night Shift Differential (MWE)
6C ZIP Code 6 0 0 0	31 Hazard Pay (MWE)
6D Foreign Address Cebu City	32 13th Month Pay and Other Benefits (maximum of P90,000) 1,700.88
7 Date of Birth (MM/DD/YYYY) 0 7 1 2 1 9 6 8	33 De Minimis Benefits 2,446.16
8 Contact Number	34 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) 2,750.00
9 Statutory Minimum Wage rate per day	35 Salaries and Other Forms of Compensation 0.00
10 Statutory Minimum Wage rate per month	36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35) 6,897.04
11 <input type="checkbox"/> Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax	B. TAXABLE COMPENSATION INCOME REGULAR

Part II - Employer Information (Present)

12 TIN 4 0 2 - 0 5 1 - 1 2 9 - 0 0 0	37 Basic Salary 13,906.55
13 Employer's Name TeleTech Offshore Investments BV d/b/a TTEC Customer Care Mgt Phils. Branch	38 Representation
14 Registered Address Fivecom 10F Harbor Dr MOA Pasay City Metro Manila 1300	39 Transportation 0.00
14A ZIP Code 1 3 0 0	40 Cost of Living Allowance (COLA) 0.00
15 Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer	41 Fixed Housing Allowance

Part III - Employer Information (Previous)

16 TIN	42 Others (specify)
17 Employer's Name	42A
18 Registered Address	42B
18A ZIP Code	SUPPLEMENTARY

Part IVA - Summary

19 Gross Compensation Income from Present Employer (Sum of Items 36 and 50) 27,608.41	
20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 36) 6,897.04	
21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 50) 20,711.37	
22 Add: Taxable Compensation Income from Previous Employer, if applicable 0.00	
23 Gross Taxable Compensation Income (Sum of Items 21 and 22) 20,711.37	
24 Tax Due 0.00	
25 Amount of Taxes Withheld	
25A Present Employer 0.00	
25B Previous Employer, if applicable 0.00	
26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) 0.00	

I/We declare, under the penalties of perjury that this certificate has been made in good faith, verified by me/us, and to the best of my/our knowledge and belief, is true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I/we give my/our consent to the processing of my/our information as contemplated under the "Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.

51 Ching, Emiliano Sanchez <i>[Signature]</i> Present Employer/Authorized Agent Signature over Printed Name	Date Signed 0 5 1 5 2 0 2 3	
CONFORME: 52 Tullao, Minda Villaflor Employee Signature over Printed Name	Date Signed	Amount paid, if CTC
CTC/Valid ID No. of Employee	Place of Issue	Date Signed

To be accomplished under substituted filing

I declare, under the penalties of perjury that the information herein stated are reported under BIR Form No. 1604-C which has been filed with the Bureau of Internal Revenue.	I declare, under the penalties of perjury that I am qualified under substituted filing of Income Tax Return (BIR Form No. 1700), since I received purely compensation income from only one employer in the Philippines for the calendar year; that taxes have been correctly withheld by my employer (tax due equals tax withheld); that the BIR Form No. 1604-C filed by my employer to the BIR shall constitute as my income tax return; and that BIR Form No. 2316 shall serve the same purpose as if BIR Form No. 1700 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.
53 Ching, Emiliano Sanchez <i>[Signature]</i> Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resource or Authorized Representative)	54 Tullao, Minda Villaflor Employee Signature over Printed Name

*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)