

For BIR: BCI
Use Only: BIR



Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

**Certificate of Compensation
Payment/Tax Withheld**



BIR Form No.
2316
September 2015 (ENCL)

For Compensation Payment With or Without Tax Withheld

2015 (ENCL)

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) 1 1 2 7 To (MM/DD) 1 2 3 1	
Part I - Employee Information			
3 TIN 3 4 4 - 9 1 0 - 7 6 5 - 0 0 0 0 0		4 NON-TAXABLE/EXEMPT COMPENSATION INCOME Amount	
4 Employer's Name (Last Name, First Name, Middle Name) MAGLANSANG, SHARVANE PITOGO		29 Basic Salary (including the exempt P50,000 & below) or the Statutory Minimum Wage of the BIR 12,019.65	
5 Registered Address Cebu		30 Holiday Pay (MWE) 0.00	
6 Local Home Address Cebu		31 Overtime Pay (MWE) 0.00	
7 Date of Birth (dd/mm/yyyy) 0 9 1 4 1 9 9 6		32 Night Shift Differential (MWE) 0.00	
8 Statutory Minimum Wage rate per day		33 Hazard Pay (MWE) 0.00	
9 Statutory Minimum Wage rate per month		34 13th Month Pay and Other Benefits (maximum of P10,000) 955.45	
10 Minimum Wage Ceiling (MWC) whose compensation is exempt from withholding tax and not subject to income tax		35 De Minimis Benefits 2,132.20	
11 TIN 0 0 5 - 0 5 7 - 1 8 1 - 0 0 0 0		36 SSS, GSIS, Phil-IC & PAG-IBIG Contributions and Union Dues (Employee share only) 1,120.00	
12 Employer's Name FOUNDER A&A, INC.		37 Salaries and Other Forms of Compensation 0.00	
13 Registered Address Cebu		38 Total Non-Taxable/Exempt Compensation Income (Sum of items 29 to 37) 16,227.30	
14 Type of Employer <input type="checkbox"/> Main Employer <input checked="" type="checkbox"/> Secondary Employer		5 TAXABLE COMPENSATION INCOME REGULAR	
15 TIN		39 Basic Salary 0.00	
16 Employer's Name		40 Representation 0.00	
17 Registered Address		41 Transportation 0.00	
18 Gross Compensation Income from Present Employer (Sum of items 29 and 32) 16,227.30		42 Cost of Living Allowance (COLA) 0.00	
19 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (from item 38) 0.00		43 Fixed Housing Allowance 0.00	
20 Taxable Compensation Income from Present Employer (Item 19 Less item 20) (from item 32) 0.00		44 Others (specify) 0.00	
21 Add: Taxable Compensation Income from Previous Employer, if applicable 0.00		45 SUPPLEMENTARY 0.00	
22 Gross Taxable Compensation Income (Sum of items 21 and 20) 0.00		46 Commission 0.00	
23 Tax Due 0.00		47 Profit Sharing 0.00	
24 Amount of Taxes Withheld 0.00		48 Fees including Director's Fees 0.00	
25A Present Employer 0.00		49 Taxable 13th Month Benefits 0.00	
25B Previous Employer, if applicable 0.00		50 Hazard Pay 0.00	
26 Total Amount of Taxes Withheld as adjusted (Sum of items 25A and 25B) 0.00		51 Overtime Pay 0.00	
27 5% Tax Credit (SERA Act of 2008) 0.00		52 Others (specify) 0.00	
28 Total Taxable Compensation Income (Sum of items 22 to 27) 0.00		53A Salaries and other form of compensation 0.00	
		53B 0.00	
		54 Total Taxable Compensation Income (Sum of items 53A to 53B) 0.00	

I/We, hereby, attest the veracity of the data and information herein stated and reported under BIR Form No. 1004-C which has been filed with the Bureau of Internal Revenue.

83 **PORTILLO, RONALD P. POPORENAGA** / Director / Tax Compliance Present Employer Authorized Agent Signature over Printed Name Date Signed **0 1 5 1 2 0 2 4**

84 **MAGLANSANG, SHARVANE PITOGO** Employee Signature over Printed Name Date Signed _____ Amount paid, P/CTC _____

CTC/Print ID No. of Employee _____ Place of Issue _____ Date Issued _____

To be authenticated under substituted filing

I/We, under the penalties of perjury that the information herein stated are reported under BIR Form No. 1004-C which has been filed with the Bureau of Internal Revenue.

85 Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resource or Authorized Representative) _____

86 _____ Employee Signature over Printed Name

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



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www.foundever.com

CERTIFICATE OF CLEARANCE

May 11, 2024

This is to certify that **Sharmaine Maglasang** was a regular employee of Foundever Philippines Corporation from **November 27, 2023** to **March 26, 2024** as a/an **Employee**.

This further certifies that she has been cleared of all claims and accountabilities from the Company.

This certification is issued upon request for **whatever legal purpose it may serve**.


Cherryne S. Daez
HR Shared Services Manager

FOUNDEVERCOC2024-026296

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