



**Certificate of Compensation
Payment/Tax Withheld**



For Compensation Payment With or Without Tax Withheld

2018 (BIR Form No. 2316)

BIR Form No. 2316		January 2018 (ENCS)	
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/CC) 0 1 0 1 To (MM/CC) 0 8 0 4	
Part I - Employee Information			
3 TIN 3 5 3 - 6 0 0 - 2 4 3 -		4 Employer's Name (Last Name, First Name, Middle Name) Labial, John Jasper Acero	
5 1500 Code 1 2 6		6 Registered Address	
6A ZIP Code		6B Local Home Address	
6C ZIP Code 6 0 1 5		6D Foreign Address (AGU-AGU CITY)	
7 Date of Birth (MM/DD/YYYY) 1 0 2 6 1 9 9 4		8 Contact Number	
9 Statutory Minimum Wage rate per day		10 Statutory Minimum Wage rate per month	
11 <input type="checkbox"/> Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax			
Part II - Employer Information (Present)			
12 TIN 4 0 2 - 0 5 1 - 1 2 9 - 0 0 0		13 Employer's Name tel:Tech Offshore Investments BV d/b/a TTEC Customer Care Mgt. Phils. Branch	
14 Registered Address FIVERCOM 1UP HARBOR DR MOA Pasay City Metro Manila 1300		14A ZIP Code 1 3 0 0 0	
15 Type of Employer <input checked="" type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer			
Part III - Employer Information (Previous)			
16 TIN		17 Employer's Name	
18 Registered Address		18A ZIP Code	
Part IV A - Summary			
19 Gross Compensation Income from Present Employer (Sum of Items 36 and 38)		143,374.47	
20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 36)		39,197.21	
21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 36)		104,177.26	
22 Add: Taxable Compensation Income from Previous Employer, if applicable		0.00	
23 Gross Taxable Compensation Income (Sum of Items 21 and 22)		104,177.26	
24 Tax Due		0.00	
25 Amount of Taxes Withheld		0.00	
25A Present Employer		0.00	
25B Previous Employer, if applicable		0.00	
26 Total Amount of Taxes Withheld as adjusted		0.00	
Part IV B - Details of Compensation Income & Tax Withheld from Present Employer			
A. NON-TAXABLE/EXEMPT COMPENSATION INCOME			
27 Basic Salary (including the exempt P250,000 & below) or the Statutory Minimum Wage of the MWE			
28 Holiday Pay (MWE)			
29 Overtime Pay (MWE)			
30 Night Shift Differential (MWE)			
31 Hazard Pay (MWE)			
32 13th Month Pay and Other Benefits (maximum of P90,000)		10,974.11	
33 De Minimis Benefits		19,388.10	
34 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)		8,835.00	
35 Salaries and Other Forms of Compensation		0.00	
36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35)		39,197.21	
B. TAXABLE COMPENSATION INCOME REGULAR			
37 Basic Salary		62,435.35	
38 Representation			
39 Transportation		5,954.87	
40 Cost of Living Allowance (COLA)		0.00	
41 Fixed Housing Allowance			
42 Others (specify):			
42A			
42B			
SUPPLEMENTARY			
43 Commission			
44 Profit Sharing			
45 Fees Including Director's Fees			
46 Taxable 13th Month Benefits		0.00	
47 Hazard Pay			
48 Overtime Pay		11,967.52	
49 Others (specify):			
49A Co. Incentives		23,819.52	
49B			
50 Total Taxable Compensation Income		104,177.26	
I declare, under the penalties of perjury that this certificate has been made in good faith, verified by me, and to the best of my 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've got 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 <u>Ching, Emiliano Sanchez</u> Present Employer/Authorized Agent Signature over Printed Name		Date Signed <u>0 8 3 1 2 0 2 3</u>	
CONFORME:			
52 <u>Labial, John Jasper Acero</u> Employee Signature over Printed Name		Date Signed _____	
CTC/Valid ID No. _____ Place of Issue _____		Date Signed _____ Amount paid, \$ CTC _____	
To be accomplished under substituted filing			
I declare, 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.		I declare, under the penalties of perjury that I am qualified under substituted filing of Income Tax Return (SIR) Form No. 1703, since I received purely compensation income from only one employer in the Philippines for the calendar year. But taxes have been correctly withheld by my employer (as that equals tax withheld), that the BIR Form No. 1004-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. 1703 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.	
53 <u>Ching, Emiliano Sanchez</u> Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resources or Authorized Representative)		54 <u>Labial, John Jasper Acero</u> Employee Signature over Printed Name	