

For BIR BCS/ Use Only Item:



Republic of the Philippines  
Department of Finance  
Bureau of Internal Revenue

Annex "A"

BIR Form No. <b>2316</b> September 2021 (ENCS)		<b>Certificate of Compensation Payment/Tax Withheld</b> For Compensation Payment With or Without Tax Withheld		2316 9-21-ENCS	
1 For the Year (YYYY) <b>2024</b>		2 For the Period From (MM/00) <b>01/01</b> To (MM/00) <b>12/31</b>			
3 TIN <b>374-924-562-0000</b>					
4 Employee's Name (Last Name, First Name, Middle Name) <b>GIMONGALA, CANDELARIA ALCOMENDRAS</b>		5 PDO Code <b>126</b>			
6 Registered Address		6A ZIP Code			
6B Local Home Address		6C ZIP Code			
6D Foreign Address					
7 Date of Birth (MM/DD/YYYY) <b>02/22/00</b>		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					
12 TIN <b>004-639-744-0000</b>					
13 Employer's Name <b>TELEPHILIPPINES, INC</b>		14 Registered Address <b>2ND FLOOR, EGSA CORNER UNITED STREET, GREENFIELD DISTRICT, Mandaluyong City</b>		14A ZIP Code <b>1554</b>	
15 Type of Employer <input checked="" type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer					
16 TIN					
17 Employer's Name		18 Registered Address		18A ZIP Code	
19 Gross Compensation Income from Present Employer (Sum of Items 29 and 32) <b>255,880.06</b>					
20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (Sum of Items 29 and 32) <b>48,873.91</b>					
21 Taxable Compensation Income from Present Employer (Sum of Items 29 and 32) (From Item 20) <b>207,006.15</b>					
22 Add: Taxable Compensation Income from Previous Employer, if applicable <b>0.00</b>					
23 Gross Taxable Compensation Income (Sum of Items 21 and 22) <b>207,006.15</b>					
24 Tax Due <b>0.00</b>					
25 Amount of Taxes Withheld					
25A Present Employer <b>0.00</b>					
25B Previous Employer, if applicable <b>0.00</b>					
26 Total Amount of Taxes Withheld as Subjected (Sum of Items 25A and 25B) <b>0.00</b>					
27 5% Tax Credit (SERA Act of 2008) <b>0.00</b>					
28 Total Taxes Withheld (Item 26 less Item 27) <b>0.00</b>					
I declare, under the penalties of perjury that this certificate has been made in good faith, verified by me or, and to the best of my own knowledge and belief, as true and correct, pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, I hereby give my consent to the processing of my information as contemplated under the Data Privacy Act of 2012 (RA No. 10173), for legitimate and lawful purposes.					
53 Present Employer/Authorized Agent (Signature over Printed Name)		Date Signed <b>01/31/2025</b>			
54 <b>CANDELARIA ALCOMENDRAS GIMONGALA</b> Employee Signature over Printed Name		Date Signed		Amount paid, if CTC	
CTC Valid ID No. of Employee		Place of Issue		Date Issued	
I declare, under the penalties of perjury that I am qualified under substituted filing of Income Tax Return (SFR) Form No. 1726, since I received purely compensation income from only one employer in the Philippines for the calendar year. All taxes have been correctly withheld by my employer (see data required for attachment), that the BIR Form No. 1818-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. 1726 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2015, as amended.					
55 Present Employer/Authorized Agent (Signature over Printed Name) (Head of Accounting/ Human Resources or Authorized Representative)		Date Signed		Amount paid, if CTC	
56 <b>CANDELARIA ALCOMENDRAS GIMONGALA</b> Employee Signature over Printed Name		Date Signed		Amount paid, if CTC	

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