



BIR Form No.
2316

September 2021(ENCS)

**Certificate of Compensation
Payment/Tax Withheld**

For Compensation Payment With or Without Tax Withheld



2316 9/21ENCS

Fill in all applicable spaces. Mark all appropriate boxes with an "X".

<p>1 For the Year (YYYY) <input style="width:100px;" type="text" value="2025"/></p> <p>2 For the Period From (MM/DD) <input style="width:30px;" type="text" value="01"/> <input style="width:30px;" type="text" value="01"/> To (MM/DD) <input style="width:30px;" type="text" value="12"/> <input style="width:30px;" type="text" value="31"/></p> <p>3 TIN <input style="width:100px;" type="text" value="000"/></p> <p>4 Employee's Name (Last Name, First Name, Middle Name) <input style="width:100px;" type="text" value="MALINGIN, DEAN EDRIAN REYES"/> 5 RDO Code <input style="width:30px;" type="text" value="43A"/></p> <p>6 Registered Address <input style="width:100px;" type="text"/> 6A ZIP Code <input style="width:30px;" type="text"/></p> <p>6B Local Home Address <input style="width:100px;" type="text"/> 6C ZIP Code <input style="width:30px;" type="text"/></p> <p>6D Foreign Address <input style="width:100px;" type="text"/></p> <p>7 Date of Birth (MM/DD/YYYY) <input style="width:30px;" type="text" value="11"/> <input style="width:30px;" type="text" value="17"/> <input style="width:30px;" type="text" value="2002"/> 8 Contact Number <input style="width:100px;" type="text"/></p> <p>9 Statutory Minimum Wage rate per day <input style="width:100px;" type="text" value="0.00"/></p> <p>10 Statutory Minimum Wage rate per month <input style="width:100px;" type="text" value="0.00"/></p> <p>11 <input type="checkbox"/> Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax</p> <p>12 TIN <input style="width:100px;" type="text" value="005 - 057 - 181 - 000"/></p> <p>13 Employer's Name <input style="width:100px;" type="text" value="FOUNDEVER ASIA INCORPORATED"/></p> <p>14 Registered Address <input style="width:100px;" type="text" value="10F GLORIETTA 1 BPO OFC TOWER AYALA MAKA"/> 14A ZIP Code <input style="width:30px;" type="text"/></p> <p>15 Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer</p> <p>16 TIN <input style="width:100px;" type="text"/></p> <p>17 Employer's Name <input style="width:100px;" type="text"/></p> <p>18 Registered Address <input style="width:100px;" type="text"/> 18A ZIP Code <input style="width:30px;" type="text"/></p> <p>19 Gross Compensation Income from Present Employer (Sum of Items 38 and 52) <input style="width:100px;" type="text" value="8,411.67"/></p> <p>20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) <input style="width:100px;" type="text" value="8,411.67"/></p> <p>21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) <input style="width:100px;" type="text" value="0.00"/></p> <p>22 Add: Taxable Compensation Income from Previous Employer, if applicable <input style="width:100px;" type="text" value="0.00"/></p> <p>23 Gross Taxable Compensation Income (Sum of Items 21 and 22) <input style="width:100px;" type="text" value="0.00"/></p> <p>24 Tax Due <input style="width:100px;" type="text" value="0.00"/></p> <p>25 Amount of Taxes Withheld</p> <p>25A Present Employer <input style="width:100px;" type="text" value="0.00"/></p> <p>25B Previous Employer, if applicable <input style="width:100px;" type="text" value="0.00"/></p> <p>26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) <input style="width:100px;" type="text" value="0.00"/></p> <p>27 5% Tax Credit (PERA Act of 2008) <input style="width:100px;" type="text" value="0.00"/></p> <p>28 Total Taxes Withheld (Sum of Items 26 and 27) <input style="width:100px;" type="text" value="0.00"/></p>	<p>Part IV-B Details of Compensation Income & Tax Withheld from Present Employer</p> <p>A. NON-TAXABLE/EXEMPT COMPENSATION INCOME</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr><td>29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)</td><td style="text-align: right;">5,532.15</td></tr> <tr><td>30 Holiday Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>31 Overtime Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>32 Night Shift Differential (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>33 Hazard Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>34 13th Month Pay and Other Benefits (maximum of P90,000)</td><td style="text-align: right;">343.52</td></tr> <tr><td>35 De Minimis Benefits</td><td style="text-align: right;">2,536.00</td></tr> <tr><td>36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)</td><td style="text-align: right;">0.00</td></tr> <tr><td>37 Salaries and Other Forms of Compensation</td><td style="text-align: right;">0.00</td></tr> <tr><td>38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)</td><td style="text-align: right;">8,411.67</td></tr> </tbody> </table> <p>B. TAXABLE COMPENSATION INCOME REGULAR</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr><td>39 Basic Salary</td><td style="text-align: right;">0.00</td></tr> <tr><td>40 Representation</td><td style="text-align: right;">0.00</td></tr> <tr><td>41 Transportation</td><td style="text-align: right;">0.00</td></tr> <tr><td>42 Cost of Living Allowance (COLA)</td><td style="text-align: right;">0.00</td></tr> <tr><td>43 Fixed Housing Allowance</td><td style="text-align: right;">0.00</td></tr> <tr><td>44 Others (specify)</td><td style="text-align: right;">0.00</td></tr> <tr><td>44A</td><td style="text-align: right;">0.00</td></tr> <tr><td>44B</td><td style="text-align: right;">0.00</td></tr> <tr><td>SUPPLEMENTARY</td><td></td></tr> <tr><td>45 Commission</td><td style="text-align: right;">0.00</td></tr> <tr><td>46 Profit Sharing</td><td style="text-align: right;">0.00</td></tr> <tr><td>47 Fees Including Director's Fees</td><td style="text-align: right;">0.00</td></tr> <tr><td>48 Taxable 13th Month Benefits</td><td style="text-align: right;">0.00</td></tr> <tr><td>49 Hazard Pay</td><td style="text-align: right;">0.00</td></tr> <tr><td>50 Overtime Pay</td><td style="text-align: right;">0.00</td></tr> <tr><td>51 Others (specify)</td><td style="text-align: right;">0.00</td></tr> <tr><td>51A</td><td style="text-align: right;">0.00</td></tr> <tr><td>51B</td><td style="text-align: right;">0.00</td></tr> <tr><td>52 Total Taxable Compensation Income (Sum of Items 39 to 51B)</td><td style="text-align: right;">0.00</td></tr> </tbody> </table>		Amount	29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)	5,532.15	30 Holiday Pay (MWE)	0.00	31 Overtime Pay (MWE)	0.00	32 Night Shift Differential (MWE)	0.00	33 Hazard Pay (MWE)	0.00	34 13th Month Pay and Other Benefits (maximum of P90,000)	343.52	35 De Minimis Benefits	2,536.00	36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)	0.00	37 Salaries and Other Forms of Compensation	0.00	38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)	8,411.67	39 Basic Salary	0.00	40 Representation	0.00	41 Transportation	0.00	42 Cost of Living Allowance (COLA)	0.00	43 Fixed Housing Allowance	0.00	44 Others (specify)	0.00	44A	0.00	44B	0.00	SUPPLEMENTARY		45 Commission	0.00	46 Profit Sharing	0.00	47 Fees Including Director's Fees	0.00	48 Taxable 13th Month Benefits	0.00	49 Hazard Pay	0.00	50 Overtime Pay	0.00	51 Others (specify)	0.00	51A	0.00	51B	0.00	52 Total Taxable Compensation Income (Sum of Items 39 to 51B)	0.00
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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.

53 <u>RONALD PORTULA</u> Present Employer/Authorized Agent Signature over Printed Name	Date Signed <input style="width:100px;" type="text"/>
54 <u>MALINGIN, DEAN EDRIAN REYES</u> Employee Signature over Printed Name	Date Signed <input style="width:100px;" type="text"/>
CTC/Valid ID No. of Employee <input style="width:100px;" type="text"/> Place of Issue <input style="width:100px;" type="text"/>	Date Issued <input style="width:100px;" type="text"/> Amount paid, if CTC <input style="width:100px;" type="text"/>

To be accomplished under substituted filing

<p>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.</p> <p>55 <u>RONALD PORTULA</u> Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resource or Authorized Representative)</p>	<p>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.</p> <p>56 _____ Employee Signature over Printed Name</p>
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*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)