



BIR Form No.
2316

**Certificate of Compensation
Payment/Tax Withheld**



September 2021 (FNCS)

For Compensation Payment With or Without Tax Withheld

2316 9/21FNCS

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

<p>1 For the Year (YYYY) 2 0 2 5</p> <p style="text-align: center;">Part I - Employee Information</p> <p>3 TIN 6 2 5 - 1 0 9 - 9 3 0 - 0 0 0 0</p> <p>4 Employee's Name (Last Name, First Name, Middle Name) Bacus, Franciz, Corvera 5RDO Code 0 0 0</p> <p>6 Registered Address Don B. Benedicto Street 6A ZIP Code 6 0 1 5</p> <p>6B Local Home Address _____ 6C ZIP Code _____</p> <p>6D Foreign Address _____</p> <p>7 Date of Birth (MM/DD/YYYY) 0 3 0 7 2 0 0 5 8 Contact Number _____</p> <p>9 Statutory Minimum Wage rate per day _____</p> <p>10 Statutory Minimum Wage rate per month _____</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 style="text-align: center;">Part II - Employer Information (Present)</p> <p>12 TIN 2 2 7 - 2 9 4 - 4 1 5 - 0 0 0 0</p> <p>13 Employer's Name CENTRIX DAKSH SERVICES PHILIPPINES CORPORATION</p> <p>14 Registered Address Ground to 4th Floors Building 14A ZIP Code 1 1 0 1</p> <p>15 Type of Employer <input checked="" type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer</p> <p style="text-align: center;">Part III - Employer Information (Previous)</p> <p>16 TIN _____</p> <p>17 Employer's Name _____</p> <p>18 Registered Address _____ 18A ZIP Code _____</p> <p style="text-align: center;">Part IVA - Summary</p> <p>19 Gross Compensation Income from Present Employer (Sum of Items 38 and 52) 54,376.61</p> <p>20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) 16,946.50</p> <p>21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) 37,430.10</p> <p>22 Add: Taxable Compensation Income from Previous Employer, if applicable 0.00</p> <p>23 Gross Taxable Compensation Income (Sum of Items 21 and 22) 37,430.10</p> <p>24 Tax Due 0.00</p> <p>25 Amount of Taxes Withheld</p> <p>25A Present Employer 0.00</p> <p>25B Previous Employer, if applicable 0.00</p> <p>26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) 0.00</p> <p>27 % Tax Credit (PERA Act of 2008) _____</p> <p>28 Total Taxes Withheld (Sum of Items 26 and 27) 0.00</p>	<p>2 For the Period From (MM/DD) 0 1 0 1 To (MM/DD) 0 3 0 1</p> <p style="text-align: center;">Part IV-B Details of Compensation Income & Tax Withheld from Present Employer</p> <p>A. NON-TAXABLE/EXEMPT COMPENSATION INCOME Amount</p> <p>29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE) _____</p> <p>30 Holiday Pay (MWE) _____</p> <p>31 Overtime Pay (MWE) _____</p> <p>32 Night Shift Differential (MWE) _____</p> <p>33 Hazard Pay (MWE) _____</p> <p>34 13th Month Pay and Other Benefits (maximum of P90,000) 7,790.72</p> <p>35 De Minimis Benefits 4,922.45</p> <p>36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) 4,233.34</p> <p>37 Salaries and Other Forms of Compensation 0.00</p> <p>38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37) 16,946.50</p> <p>B. TAXABLE COMPENSATION INCOME REGULAR</p> <p>39 Basic Salary 31,797.92</p> <p>40 Representation _____</p> <p>41 Transportation _____</p> <p>42 Cost of Living Allowance (COLA) _____</p> <p>43 Fixed Housing Allowance _____</p> <p>44 Others (specify)</p> <p>44A _____</p> <p>44B _____</p> <p style="text-align: center;">SUPPLEMENTARY</p> <p>45 Commission _____</p> <p>46 Profit Sharing _____</p> <p>47 Fees Including Director's Fees _____</p> <p>48 Taxable 13th Month Benefits 0.00</p> <p>49 Hazard Pay _____</p> <p>50 Overtime Pay _____</p> <p>51 Others (specify)</p> <p>51A OTHER TAXABLE INCOME 5,632.18</p> <p>51B _____</p> <p>52 Total Taxable Compensation Income (Sum of Items 39 to 51B) 37,430.10</p>
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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.

<p>53 <u>EDENREY RAMOS</u> Present Employer/Authorized Agent Signature over Printed Name</p> <p>CONFORME: 54 <u>Bacus Franciz Corvera</u> Employee Signature over Printed Name</p> <p>CTC/Valid ID No. of Employee _____ Place of Issue _____</p>	<p>Date Signed _____</p> <p>Date Signed 0 3 2 2 2 0 2 5</p> <p>Date Issued _____ Amount paid, if CTC _____</p>
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<p style="text-align: center;">To be accomplished under substituted filing</p> <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>EDENREY RAMOS</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 <u>Bacus Franciz Corvera</u> Employee Signature over Printed Name</p>
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*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)