



BIR Form No. **2316**
January 2018 (ENCS)

**Certificate of Compensation
Payment/Tax Withheld**



For Compensation Payment With or Without Tax Withheld

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/YY) **0 1 0 1** To (MM/YY) **0 8 1 5**

3 TIN **3 2 8 - 1 6 2 - 0 8 9 -** Part I - Employee Information Part II - Details of Compensation Income & Tax Withheld from Present Employer

4 Employee's Name (Last Name, First Name, Middle Name) **Alindao, Mark Anthony Jr., Redelosa** 5 HMO Code **1 2 5** A. NON-TAXABLE/EXEMPT COMPENSATION Income

6 Registered Address **Parkbaykorn, Brgy. Binongkalan** 6A ZIP Code **5 0 0 0** 27 Basic Salary (including the exempt P200.000 and below or the Statutory Minimum Wage of the MWE) **4,008.95**

7 Date of Birth (dd/mm/yyyy) **0 2 / 2 2 / 1 9 8 5** 8 Census Number **1 1 9 5 0 3 7 8 8 5** 28 Holiday Pay (MWE) **8,861.58**

9 Statutory Minimum Wage rate per day **0.00** 10 Statutory Minimum Wage rate per month **0.00** 29 Overtime Pay (MWE) **4,670.00**

11 Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax 12 TIN **4 0 2 - 0 5 1 - 1 2 9 - 0 0 0** 30 Night Shift Differential (MWE) **0.00**

13 Employer's Name (Include Office Name, Investments, Etc.) **d/b/a TTEC Customer Care Mgt Phila Branch** 14 Registered Address **FIVECOON 10F Harbor Dr MDA Pasay City Metro Manila 1300** 14A ZIP Code **1 3 0 0** 31 Hazard Pay (MWE) **0.00**

15 Type of Employer Main Employer Secondary Employer 16 TIN **0 0 0 0 0 0 0 0** 32 13th Month Pay and Other Benefits (maximum of P30,000) **4,008.95**

17 Employer's Name **Ching, Emilliano Sanchez** 18 Registered Address **Ching, Emilliano Sanchez** 18A ZIP Code **0 0 0 0** 33 De Minimis Benefits **8,861.58**

19 Gross Compensation Income from Present Employer (Sum of Items 26 and 28) **71,780.94** 20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 26) **17,540.53** 34 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) **4,670.00**

21 Taxable Compensation Income from Present Employer (Sum of Items 20 and 28) **54,240.41** 22 Add: Taxable Compensation Income from Previous Employer, if applicable **0.00** 35 Salaries and Other Forms of Compensation **0.00**

23 Gross Taxable Compensation Income (Sum of Items 21 and 22) **54,240.41** 24 Tax Due **0.00** 36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 30) **17,540.53**

25 Amount of Taxes Withheld **0.00** 25A Present Employer **0.00** 25B Previous Employer, if applicable **0.00** 37 Basic Salary **31,105.86**

26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) **0.00** 27 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 38 Representation **0.00**

28 Compensation Income from Previous Employer, if applicable **0.00** 29 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 39 Transportation **2,953.86**

29 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 30 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 40 Cost of Living Allowance (COLA) **0.00**

30 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 31 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 41 Fixed Housing Allowance **0.00**

31 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 32 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 42 Other's identity: 42A **0.00** 42B **0.00**

32 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 33 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 43 Commission **0.00**

33 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 34 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 44 Profit Sharing **0.00**

34 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 35 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 45 Fees Including Director's Fees **0.00**

35 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 36 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 46 Taxable 13th Month Benefits **0.00**

36 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 37 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 47 Hazard Pay **0.00**

37 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 38 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 48 Overtime Pay **4,670.00**

38 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 39 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 49 Other's identity: 49A **Co. Incentives** **11,815.48** 49B **0.00**

39 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 40 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 50 Total Taxable Compensation Income (Sum of Items 41 to 49B) **54,240.41**

40 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 41 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 51 Ching, Emilliano Sanchez **0 9 3 0 2 0 2 3** Present Employer/Authorized Agent Signature over Printed Name

41 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 42 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 52 Alindao, Mark Anthony Jr., Redelosa **0 0 0 0 0 0 0 0** Employee Signature over Printed Name

42 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 43 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 53 Ching, Emilliano Sanchez **0 0 0 0 0 0 0 0** Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resources or Authorized Representative)

43 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 44 Compensation Income from Present Employer (Sum of Items 27 to 30) **17,540.53** 54 Alindao, Mark Anthony Jr., Redelosa **0 0 0 0 0 0 0 0** Employee Signature over Printed Name

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