



# Messenger

clickpay.cpi-outsourcing.com

Note: The generated BIR Form No. 2316 is only for the previous year.

Preview Note: The below report is only a preview, so that you can view your tax details. For any correction please contact your HR or Payroll. If you want to download a soft copy of your 2316 form, click download button.



Download  
BIR Form  
No. 2316

Preview of BIR 2316 report:

For BIR Use Only		ICS Form	
BIR Form No. <b>2316</b>		September 2021(ENCR)	
<b>Certificate of Compensation Payment/Tax Withheld</b>		For Compensation Payment With or Without Tax Withheld	
		Republic of the Philippines Department of Finance Bureau of Internal Revenue	
1 For the Year (YYYY) <b>2024</b>		2 For the Period From (MM/DD) <b>01/01</b> To (MM/DD) <b>12/31</b>	
<b>Part I - Employee Information</b>		<b>Part IV-B Details of Compensation Income &amp; Tax Withheld from Present Employer</b>	
3 TIN <b>725-863-831-000</b>	5 RDO Code <b>126</b>	<b>A. NON-TAXABLE/EXEMPT COMPENSATION INCOME</b>	
4 Employee's Name (Lastname,Firstname,Middlename) <b>DEL CASTILLO, JINKY LOCTON</b>		29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE) <b>214,440.08</b>	
6 Registered Address <b>Cebu</b>		30 Holiday Pay (MWE) <b>0.00</b>	
6A Zip Code		31 Overtime Pay (MWE) <b>0.00</b>	
6B Local Home Address		32 Night Shift Differential (MWE) <b>0.00</b>	
6C Zip Code		33 Hazard Pay (MWE) <b>0.00</b>	
6D Foreign Address		34 13th Month Pay and Other Benefits (maximum of P90,000) <b>14,943.12</b>	
6E Zip Code		35 De Minimis Benefits <b>30,373.36</b>	
7 Date of birth (MM/DD/YYYY) <b>11/30/1990</b>	8 Contact Number	36 SSS, GSIS, PHIC & Pag-ibig Contributions and Union Dues (Employer share only) <b>18,662.96</b>	
9 Statutory Minimum Wage rate per day <b>0.00</b>	10 Statutory Minimum Wage rate per month <b>0.00</b>	37 Salaries and Other Forms of Compensation <b>0.00</b>	
11 <input type="checkbox"/> Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax		38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37) <b>278,419.52</b>	
<b>Part II - Employer Information (Present)</b>		<b>B. TAXABLE COMPENSATION INCOME REGULAR</b>	
12 TIN <b>005-057-181-000</b>	13 Employer's Name <b>FOUNDEVER ASIA INCORPORATED</b>	39 Basic Salary <b>0.00</b>	
14 Registered Address <b>10F GLORETTA 1 BPO OFC TOWER AYALA MAKA</b>	14A Zip Code	40 Representation <b>0.00</b>	
15 Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer		41 Transportation <b>0.00</b>	
<b>Part III - Employer Information (Previous)</b>		42 Cost of Living Allowance (COLA) <b>0.00</b>	
16 TIN	17 Employer's Name	43 Fixed Housing Allowance <b>0.00</b>	
18 Registered Address	18A Zip Code	44 Others (specify)	
<b>Part IVA - Summary</b>		44A <b>0.00</b>	
19 Gross Compensation Income from Present Employer (Sum of Items 38 and 52) <b>278,419.52</b>	20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) <b>278,419.52</b>	44B <b>0.00</b>	
21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) <b>0.00</b>	22 Add: Taxable Compensation Income from Previous Employer, if applicable <b>0.00</b>	<b>SUPPLEMENTARY</b>	
23 Gross Taxable Compensation Income (Sum of Items 21 and 22) <b>0.00</b>	24 Tax Due <b>0.00</b>	45 Commission <b>0.00</b>	
25 Amount Taxes Withheld <b>0.00</b>	25A Present Employer <b>0.00</b>	46 Profit Sharing <b>0.00</b>	
25B Previous Employer <b>0.00</b>	26 Amount Taxes Withheld as adjusted <b>0.00</b>	47 Fees Including Director's Fees <b>0.00</b>	
27 5% Tax Credit (PERA Act of 2008) <b>0.00</b>	28 Total Taxes Withheld (Sum of Items 25A and 25B) <b>0.00</b>	48 Taxable 13th Month Benefits <b>0.00</b>	
		49 Hazard Pay <b>0.00</b>	
		50 Overtime Pay <b>0.00</b>	
		51 Others (specify)	
		51A <b>0.00</b>	
		51B <b>0.00</b>	
		52 Total Taxable Compensation Income (Sum of Items 29 to 51B) <b>0.00</b>	