Republic of the Philippines
Department of Finance
Bureau of Internal Revenue

For BIR Use Only: RCS/ Item:

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".

1 For The Year (YYYY): 2025

2 For The Period From (MMDD): 0101 To (MMDD): 0217

Part I - Employee Information

3 TIN: 308 480 458 0000

4 Employee's Name (Last Name, First Name, Middle Name): MAR, RAMITCHELLE, DUCANTE — RDO Code:

6 Registered Address: 6-B LARAY NANGKA CONSOLACION CEBU — 6A ZIP Code: 6001

6B Local Home Address — 6C ZIP Code:

6D Foreign Address

7 Date of Birth (MMDDYYYY): 06119888 — 8 Contact Number:

9 Statutory Minimum Wage rate per day

10 Statutory Minimum Wage rate per month

11 ☐ Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax

Part II - Employer Information (Present)

12 TIN: 008 805 463 0000

13 Employer's name: EVO TECH SOFTWARE SOLUTIONS, INC

14 Registered Address: UNIT A 3RD FLR. PARK CENTRALE BUILDING, JOSE NABUA DES MAR (CEBO IT PARK, CEBU CITY — 14A ZIP Code: 6000

15 Type of Employer: [X] Main Employer ☐ Secondary Employer

Part III - Employer Information (Previous)

16 TIN

17 Employer's name

18 Registered Address — 18A ZIP Code

Part IV-A - Summary

19	Gross Compensation Income from Present Employer (Sum of Items 38 and 52)	41,831.91
20	Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38)	41,831.91
21	Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52)	0.00
22	Add: Taxable Compensation Income from Previous Employer, if applicable	0.00
23	Gross Taxable Compensation Income (Sum of Items 21 and 22)	0.00
24	Tax Due	0.00
25	Amount of Taxes Withheld 25A Present Employer	0.00
	25B Previous Employer, if applicable	0.00
26	Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B)	0.00
27	5% Tax Credit(PERA Act of 2008)	0.00
28	Total Taxes Withheld (Sum of Items 26 and 27)	0.00

Part IV-B Details of Compensation Income & Tax Withheld from Present Employer

		Amount
A.	NON-TAXABLE/EXEMPT COMPENSATION INCOME	
29	Basic Salary (including the exempt P250,000 & below) or the Statutory Minimum Wage of the MWE	35,296.91
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)	2,500.00
35	De Minimis Benefits	0.00
36	SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)	2,535.00
37	Salaries and Other Forms of Compensation	5,500.00
38	Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)	41,831.91
B.	TAXABLE COMPENSATION INCOME REGULAR	
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)	
	44A	
	44B	
	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)	
	51A	
	51B	
52	Total Taxable Compensation Income (Sum of Items 39 to 51B)	0.00

We declare, under the penalties of perjury, that this certificate has been made on our behalf in good faith, verified by 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 XY-Z [illegible] MARIANO — Date Signed: 06/09/2025

Present Employer/Withholding Agent Signature over Printed Name

CONFORME:

54 MAR RAMITCHELLE DUCANTE — Date Signed:

Employee Signature over Printed Name

CTC/Valid ID No. of Employee: — Place of Issue: — Date Signed: — Amount paid, if CTC: 0.00

To be accomplished under substituted filing

I declare, under the penalties of perjury, that the information herein stated are reported under BIR Form No. 1604-CF which has been filed with the Bureau of Internal Revenue.

55 XY-Z [illegible] MARIANO

Present Employer/Withholding Agent Signature over Printed Name
(Head of Accounting/Human Resources or Authorized Representative)

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 (or, if applicable, that the BIR Form No. 1604-CF 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.

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Employee Signature over Printed Name

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