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| BIR Form No. 2316 September 2021 (ENCS) | <h2 style="margin: 0;">Certificate of Compensation Payment/Tax Withheld</h2> <p style="font-size: small; margin: 0;">For Compensation Payment With or Without Tax Withheld</p> | <p style="font-size: x-small; margin: 0;">2316 9/21ENCS</p> |
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Fill in all applicable spaces. Mark all appropriate boxes with an "X".

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| 1 For the Year (YYYY) 2 0 2 6 | 2 For the Period From (MM/DD) 0 1 0 1 To (MM/DD) 0 1 2 8 |
| Part I - Employee Information | |
| 3 TIN 6 4 7 - 1 0 0 - 0 3 2 - 0 0 0 0 | 5 RDO Code |
| 4 Employee's Name (Last Name, First Name, Middle Name) SALAZAR, TESSIE GEE VILLEGAS | |
| 6 Registered Address 492 N TRES DE ABRIL ST. LABANGON CEBU CITY | 6A ZIP Code |
| 6B Local Home Address 492 N TRES DE ABRIL ST. LABANGON CEBU CITY | 6C ZIP Code |
| 6D Foreign Address | |
| 7 Date of Birth (MM/DD/YYYY) 1 0 0 3 1 9 9 6 | 8 Contact Number |
| 9 Statutory Minimum Wage rate per day 0.00 | |
| 10 Statutory Minimum Wage rate per month 0.00 | |
| 11 <input type="checkbox"/> Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax | |
| Part II - Employer Information (Present) | |
| 12 TIN 2 5 0 - 3 6 9 - 0 0 9 - 0 0 0 0 | |
| 13 Employer's Name SSG APAC, INC. | |
| 14 Registered Address 12F ROBINSONS CYBERGATE CENTER 3, ROBINSON CYBERGATE PIONEER ST. BARANGKA ILAYA MANDALUYONG | 14A Zip Code 1 5 5 0 |
| 15 Type of Employer <input checked="" type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer | |
| Part III - Employer Information (Previous) | |
| 16 TIN - - - 0 0 0 0 | |
| 17 Employer's Name | |
| 18 Registered Address | 18A Zip Code |
| Part IVA - Summary | |
| 19 Gross Compensation Income from Present Employer (Sum of Items 38 and 52) | 6,658.93 |
| 20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) | 1,152.72 |
| 21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) | 5,506.21 |
| 22 Add: Taxable Compensation Income from Previous Employer, if applicable | 0.00 |
| 23 Gross Taxable Compensation Income (Sum of Items 21 and 22) | 5,506.21 |
| 24 Tax Due | 0.00 |
| 25 Amount of Taxes Withheld | 0.00 |
| 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 |

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| Part IV-B Details of Compensation Income and Tax Withheld from Present Employer | |
| A. NON-TAXABLE/EXEMPT COMPENSATION INCOME | |
| 29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE) | 0.00 |
| 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) | 452.72 |
| 35 De Minimis Benefits | 700.00 |
| 36 SSS, GSIS, PHIC & Pag-IBIG Contributions and Union Dues (Employee share only) | 0.00 |
| 37 Salaries & Other Forms of Compensation | 0.00 |
| 38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37) | 1,152.72 |
| B. TAXABLE COMPENSATION INCOME REGULAR | |
| 39 Basic Salary | 5,432.65 |
| 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 Taxable (Others Regular 1) | 0.00 |
| 44B Taxable (Others Regular 2) | 0.00 |
| SUPPLEMENTARY | |
| 45 Commission | 0.00 |
| 46 Profit Sharing | 0.00 |
| 47 Fees Including Director's | 0.00 |
| 48 Taxable 13th Month Pay | 0.00 |
| 49 Hazard Pay | 0.00 |
| 50 Overtime Pay | 73.56 |
| 51 Others (Specify) | |
| 51A Taxable (Others Supplementary 1) | 0.00 |
| 51B Taxable (Others Supplementary 2) | 0.00 |
| 52 Total Taxable Compensation Income (Sum of Items 39 to 51B) | 5,506.21 |

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.

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| 53 <u>MARICEL D. RIMANDO</u> Present Employer / Authorized Agent Signature Over Printed Name | Date Signed |
| 54 <u>TESSIE GEE V. SALAZAR</u> Employee Signature Over Printed Name | Date Signed |
| CTC/Valid ID No. of Employee | Place of Issue |
| | Date Issued |
| | Amount paid, if CTC |

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| I declare, under the penalties of perjury, that the information herein stated are reported under BIR Form No. 1604CF which has been filed with the Bureau of Internal Revenue. 55 <u>MARICEL D. RIMANDO</u> Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resource or Authorized Representative) | I declare, under the penalties of perjury that I am qualified under substituted filing of Income Tax Returns (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. 1604CF 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 had been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended. 56 <u>TESSIE GEE V. SALAZAR</u> Employee Signature Over Printed Name |
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*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)