



BIR Form No. <h1 style="margin: 0;">2316</h1> September 2021(ENCS)	<h2 style="margin: 0;">Certificate of Compensation Payment/Tax Withheld</h2> For Compensation Payment With or Without Tax Withheld	2316 9/21/ENCS
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Fill in all applicable spaces. Mark all appropriate boxes with an "X".

1 For the Year (YYYY) 2 0 2 5	2 For the Period From (MM/DD) To (MM/DD) 0 2 1 0 To 1 1 2 7
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Part I - Employee Information	
3 TIN 6 6 8 - 1 1 7 - 1 5 6	5 RDO Code 1 2 6
4 Employee's Name (Last Name, First Name, Middle Name) ALVARADO, JUDYFLOR LAZAGA	
6 Registered Address _____ 6A ZIP Code _____	6B Local Home Address _____ 6C ZIP Code _____
7 Date of Birth (MM/DD/YYYY) 0 6 2 4 2 0 0 3	
8 Contact Number _____	
9 Statutory Minimum Wage rate per day _____	
10 Statutory Minimum Wage rate per month _____	
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 0 0 4 - 6 3 9 - 7 4 4 - 0 0 0	A. NON-TAXABLE/EXEMPT COMPENSATION INCOME
13 Employer's Name TELEPHILIPPINES, INC	
14 Registered Address 2ND FLOOR, EDSA CORNER UNITED STREET, GREENFIELD DISTRICT, Mandaluyong City	
15 Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer	
Part III - Employer Information (Previous)	
16 TIN _____	29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE) 0.00
17 Employer's Name _____	
18 Registered Address _____	
18A ZIP Code _____	

Part IVA - Summary		
19 Gross Compensation Income from Present Employer (Sum of Items 39 and 52) 206,825.13	30 Holiday Pay (MWE) 0.00	
20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) 48,533.49	31 Overtime Pay (MWE) 0.00	
21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) 158,291.64	32 Night Shift Differential (MWE) 0.00	
22 Add: Taxable Compensation Income from Previous Employer, if applicable 0.00	33 Hazard Pay (MWE) 0.00	
23 Gross Taxable Compensation Income (Sum of Items 21 and 22) 158,291.64	34 13th Month Pay and Other Benefits (maximum of P90,000) 25,508.49	
24 Tax Due 0.00	35 De Minimis Benefits 6,000.00	
25 Amount of Taxes Withheld 25A Present Employer 0.00	36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) 16,025.00	
25B Previous Employer, if applicable 0.00	37 Salaries and Other Forms of Compensation 1,000.00	
26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) 0.00	38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37) 48,533.49	
27 5% Tax Credit (PERA Act of 2008) 0.00	B. TAXABLE COMPENSATION INCOME REGULAR	
28 Total Taxes Withheld (Item 26 less Item 27) 0.00	39 Basic Salary 118,026.92	
53 Present Employer/Authorized Agent Signature over Printed Name _____ Date Signed 0 1 3 1 2 0 2 6		

54 JUDYFLOR LAZAGA ALVARADO Employee Signature over Printed Name Date Signed _____	
CTC/Valid ID No. of Employee _____	Place of Issue _____
Date Issued _____	
Amount paid, if CTC _____	

55 Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resource or Authorized Representative) _____	56 Employee Signature over Printed Name _____
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*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)