



BIR Form No.

**2316**

September 2021 (ENCS)

**Certificate of Compensation  
Payment/Tax Withheld**

For Compensation Payment With or Without Tax Withheld



2316 09/21 ENCS

<p>1 For the Year (YYYY) <b>2025</b></p> <p><b>Part I - Employee Information</b></p> <p>3 TIN <b>624 640 532 0000</b></p> <p>4 Employee's Name (Last Name, First Name, Middle Name) <b>INTRAMPAS, DAISY MAE ALMOCERA</b> 5 RDO Code <b>081</b></p> <p>6 Registered Address <b>Cabantan, Barrio Luz Cebu City</b> 6A Zip Code <b>6000</b></p> <p>6B Local Home Address <b>Cabantan, Barrio Luz Cebu City</b> 6C Zip Code <b>6000</b></p> <p>6D Foreign Address <b></b> 6E Zip Code <b></b></p> <p>7 Date of Birth (MM/DD/YYYY) <b>12 19 2001</b> 8 Telephone Number <b></b></p> <p>9 Statutory Minimum Wage rate per day <b>0.00</b></p> <p>10 Statutory Minimum Wage rate per month <b>0.00</b></p> <p>11 <input type="checkbox"/> Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax</p> <p><b>Part II - Employer Information (Present)</b></p> <p>12 Taxpayer <b>466 491 968 0000</b></p> <p>13 Employer's Name <b>AZIPIED INC</b></p> <p>14 Registered Address <b>11TH FLOOR CEBU EXCHANGE BUILDING SALINAS</b> 14A Zip Code <b>6000</b></p> <p>15 Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer</p> <p><b>Part III - Employer Information (Previous)</b></p> <p>16 TIN <b></b></p> <p>17 Employer's Name <b></b></p> <p>18 Registered Address <b></b> 18A Zip Code <b></b></p> <p><b>Part IV-A - Summary</b></p> <p>19 Gross Compensation Income from Present Employer (Sum of Items 38 and 52) <b>40,490.99</b></p> <p>20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) <b>5,971.87</b></p> <p>21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) <b>34,519.12</b></p> <p>22 Add: Taxable Compensation Income from Previous Employer, if applicable <b>0.00</b></p> <p>23 Gross Taxable Compensation Income (Sum of Items 21 and 22) <b>34,519.12</b></p> <p>24 Tax Due <b>0.00</b></p> <p>25 Amount of Taxes Withheld</p> <p>25A Present Employer <b>0.00</b></p> <p>25B Previous Employer <b>0.00</b></p> <p>26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) <b>0.00</b></p> <p>27 5% Tax Credit (PERA Act of 2008) <b>0.00</b></p> <p>28 Total Taxes Withheld (sum of items 26 and 27) <b>0.00</b></p>	<p>2 For the Period From (MM/DD) <b>01 01</b> To (MM/DD) <b>03 15</b></p> <p><b>Part IV-B Details of Compensation Income and Tax Withheld from Present Employer</b></p> <p><b>A. NON-TAXABLE/EXEMPT COMPENSATION INCOME</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th style="text-align: right;">Amount</th> </tr> </thead> <tbody> <tr><td>29 Basic Salary (including the exempt P250,000 &amp; bc or the Statutory Minimum Wage of the MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>30 Holiday Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>31 Overtime Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>32 Night Shift Differential (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>33 Hazard Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>34 13th Month Pay and Other Benefits (maximum of P90,000)</td><td style="text-align: right;">2,805.09</td></tr> <tr><td>35 De Minimis Benefits</td><td style="text-align: right;">666.78</td></tr> <tr><td>36 SSS, GSIS, PHIC &amp; PAG-IBIG Contributions and Union Dues (Employee share only)</td><td style="text-align: right;">2,500.00</td></tr> <tr><td>37 Salaries and Other Forms of Compensation</td><td style="text-align: right;">0.00</td></tr> <tr><td>38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)</td><td style="text-align: right;">5,971.87</td></tr> </tbody> </table> <p><b>B. TAXABLE COMPENSATION INCOME REGULAR</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr><td>39 Basic Salary</td><td style="text-align: right;">31,161.10</td></tr> <tr><td>40 Representation</td><td></td></tr> <tr><td>41 Transportation</td><td></td></tr> <tr><td>42 Cost of Living Allowance (COLA)</td><td></td></tr> <tr><td>43 Fixed Housing Allowance</td><td></td></tr> <tr><td>44 Others (Specify)</td><td></td></tr> <tr><td>44A</td><td></td></tr> <tr><td>44B</td><td></td></tr> </tbody> </table> <p><b>SUPPLEMENTARY</b></p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr><td>45 Commission</td><td></td></tr> <tr><td>46 Profit Sharing</td><td></td></tr> <tr><td>47 Fees Including Director's Fees</td><td></td></tr> <tr><td>48 Taxable 13th Month Pay Benefits</td><td></td></tr> <tr><td>49 Hazard Pay</td><td></td></tr> <tr><td>50 Overtime Pay</td><td style="text-align: right;">420.78</td></tr> <tr><td>51 Others (Specify)</td><td></td></tr> <tr><td>51A <b>NIGHT DIFFERENTIAL</b></td><td style="text-align: right;">2,095.67</td></tr> <tr><td>51B <b>HOLIDAY PAY</b></td><td style="text-align: right;">841.57</td></tr> <tr><td>52 Total Taxable Compensation Income (Sum of Items 39 to 51B)</td><td style="text-align: right;">34,519.12</td></tr> </tbody> </table>		Amount	29 Basic Salary (including the exempt P250,000 & bc 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)	2,805.09	35 De Minimis Benefits	666.78	36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)	2,500.00	37 Salaries and Other Forms of Compensation	0.00	38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)	5,971.87	39 Basic Salary	31,161.10	40 Representation		41 Transportation		42 Cost of Living Allowance (COLA)		43 Fixed Housing Allowance		44 Others (Specify)		44A		44B		45 Commission		46 Profit Sharing		47 Fees Including Director's Fees		48 Taxable 13th Month Pay Benefits		49 Hazard Pay		50 Overtime Pay	420.78	51 Others (Specify)		51A <b>NIGHT DIFFERENTIAL</b>	2,095.67	51B <b>HOLIDAY PAY</b>	841.57	52 Total Taxable Compensation Income (Sum of Items 39 to 51B)	34,519.12
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I/We declare, under the penalties of perjury, that this certificate has been made 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.

<p>51 <b>ALMIRA S. ABSIN</b> Present Employer/ Authorized Agent Signature Over Printed Name</p> <p>CONFORME: </p> <p>52 <b>DAISY MAE ALMOCERA INTRAMPAS</b> Employee Signature Over Printed Name</p> <p>CTC/Valid ID No. of Employee <b>01284812</b> Place of Issue <b>Consolacion, Cebu</b></p>	<p>Date Signed <b>04 22 2025</b></p> <p>Date Signed <b>04 29 2025</b></p> <p>Date of Issue <b>01 03 2025</b></p> <p style="text-align: right;">Amount Paid, if CTC <b>100.00</b></p>
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<p>I declare, under the penalties of perjury, that the information herein stated are reported under BIR Form No. 1604C which has been filed with the Bureau of Internal Revenue.</p> <p>53 <b>ALMIRA S. ABSIN</b> Present Employer/ Authorized Agent Signature Over Printed Name (Head of Accounting/ Human Resource or Authorized Representative)</p>	<p>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. 1604-C 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.</p> <p>54 <b>DAISY MAE ALMOCERA INTRAMPAS</b> Employee Signature Over Printed Name</p>
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\*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)