

Date : 03/31/24

To : HR DEPARTMENT

## WAIVER

This is to certify that I, Mr./Ms. Lovely Marie Po, of legal age, with postal address at Apas, Upper Panabang Cebu City and presently working with **IPLOY, OPC**, as CSR with valid Taxpayer Identification Number (TIN) \_\_\_\_\_

, certify that I was not able to submit the required **Certificate of Income Tax on Compensation (BIR Form 2316)** from my previous employer for the taxable year 2025 due to the following reason(s);

Please check reason(s) provided.

No Previous Employer for 2025.

First Employer

**Certificate of Income tax on Compensation (BIR Form No. 2316)** was not available from my previous employer.

Despite multiple efforts, your previous employer has been unable or unwilling to issue your BIR 2316.

I further certify that any taxes due from me as a result of my failure to submit the above minutes to **IPLOY, OPC** will be borne by me, and I will pay them directly to the Bureau of Internal Revenue (BIR) upon filing my **Income Tax Return (ITR)** for the year **2025**.

  
Lovely Marie Po  
Employee Name & Signature

5784  
Employee ID Number