



BIR Form No.

2316

January 2018 (ENC5)

Certificate of Compensation Payment/Tax Withheld

For Compensation Payment With or Without Tax Withheld



2316 01/18ENC5

Fill in all applicable spaces. Mark all appropriate boxes with an "X".

Form sections: Part I - Employee Information, Part II - Employer Information (Present), Part III - Employer Information (Previous), Part IV - Summary, Part IV-B Details of Compensation Income & Tax Withheld from Present Employer. Includes fields for TIN, dates, addresses, and compensation amounts.

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.

Signature section with fields for Present Employer/Authorized Agent Signature (51), Employee Signature (52), and Date Issued (50).

Substituted filing section with declaration fields for Present Employer/Authorized Agent Signature (53) and Employee Signature (54).

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