



BIR Form No.
2316
January 2018 (ENCS)

**Certificate of Compensation
Payment/Tax Withheld**



2316 01/18ENCS

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

1 For the Year (YYYY) 2022

3 TIN 384-578-580-00000

4 Employee's Name (Last Name, First Name, Middle Name) Te, Gerard Diomari Luche

5 RDO Code

6 Registered Address Lot 2-B Blck 1 Turquoise St. Lahug

6A ZIP Code 6000

6B Local Home Address Lot 2-B Blck 1 Turquoise St Lahug

6C ZIP Code 6000

6D Foreign Address

7 Date of Birth (MM/DD/YYYY) 12/11/1998

8 Contact Number 09159204511

9 Statutory Minimum Wage rate per day

10 Statutory Minimum Wage rate per month

11 Minimum Wage Eamer (MWE) whose compensation is exempt from withholding tax and not subject to income tax

2 For the Period From (MM/DD) To (MM/DD)

Part IV-B Details of Compensation Income & Tax Withheld from Present Employer

A. NON-TAXABLE/EXEMPT COMPENSATION INCOME	Amount
27 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)	
28 Holiday Pay (MWE)	
29 Overtime Pay (MWE)	
30 Night Shift Differential (MWE)	
31 Hazard Pay (MWE)	
32 13th Month Pay and Other Benefits (maximum of P90,000)	
33 De Minimis Benefits	
34 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)	
35 Salaries and Other Forms of Compensation	
36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35)	
B. TAXABLE COMPENSATION INCOME REGULAR	
37 Basic Salary	
38 Representation	
39 Transportation	
40 Cost of Living Allowance (COLA)	
41 Fixed Housing Allowance	
42 Others (specify)	
42A	
42B	
SUPPLEMENTARY	
43 Commission	
44 Profit Sharing	
45 Fees Including Director's Fees	
46 Taxable 13th Month Benefits	
47 Hazard Pay	
48 Overtime Pay	
49 Others (specify)	
49A	
49B	
50 Total Taxable Compensation Income (Sum of Items 37 to 49B)	

Part II - Employer Information (Present)

12 TIN 384-578-580-00000

13 Employer's Name IPLOY

14 Registered Address 16th Fl. One Montage, Camputhaw Cebu

14A ZIP Code 6000

15 Type of Employer Main Employer Secondary Employer

Part III - Employer Information (Previous)

16 TIN 384-578-580-00000

17 Employer's Name Aiorica

18 Registered Address 4th Fl. Skyrise 1 IP Park, Apas, Cebu

18A ZIP Code 6000

Part IVA - Summary

19 Gross Compensation Income from Present Employer (Sum of Items 36 and 50)

20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 36)

21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 50)

22 Add: Taxable Compensation Income from Previous Employer, if applicable

23 Gross Taxable Compensation Income (Sum of Items 21 and 22)

24 Tax Due

25 Amount of Taxes Withheld

25A Present Employer

25B Previous Employer, if applicable

26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B)

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.

51 Present Employer/Authorized Agent Signature over Printed Name Date Signed

CONFORME:

52 Gerard Diomari L. Te Employee Signature over Printed Name Date Signed 04/14/2022

CTC/Valid ID No. of Employee Place of Issue Date Issued Amount paid, if CTC

To be accomplished under substituted filing

53 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 Return (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.

54 Employee Signature over Printed Name

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