



BIR Form No.
2316

January 2018 (ENCS)

**Certificate of Compensation
Payment/Tax Withheld**

For Compensation Payment With or Without Tax Withheld



2316 01/18ENCS

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

<p>1 For the Year (YYYY) <input type="text" value="2"/> <input type="text" value="0"/> <input type="text" value="2"/> <input type="text" value="2"/></p> <p>3 TIN <input type="text" value="3"/> <input type="text" value="5"/> <input type="text" value="1"/> - <input type="text" value="9"/> <input type="text" value="4"/> <input type="text" value="6"/> - <input type="text" value="6"/> <input type="text" value="0"/> <input type="text" value="5"/> -</p> <p>4 Employee's Name (Last Name, First Name, Middle Name) <input type="text" value="CAPUTOL,MARK RANIN"/> 5 RDO Code <input type="text" value="0"/> <input type="text" value="4"/> <input type="text" value="4"/></p> <p>6 Registered Address <input type="text"/> 6A ZIP Code <input type="text"/></p> <p>6B Local Home Address <input type="text"/> 6C ZIP Code <input type="text"/></p> <p>6D Foreign Address <input type="text"/></p> <p>7 Date of Birth (MM/DD/YYYY) <input type="text" value="1"/> <input type="text" value="1"/> <input type="text" value="5"/> <input type="text" value="1"/> <input type="text" value="9"/> <input type="text" value="9"/> <input type="text" value="7"/> 8 Contact Number <input type="text"/></p> <p>9 Statutory Minimum Wage rate per day <input type="text" value="0"/></p> <p>10 Statutory Minimum Wage rate per month <input type="text" value="0"/></p> <p>11 <input type="checkbox"/> Minimum Wage Eamer (MWE) whose compensation is exempt from withholding tax and not subject to income tax</p> <p>12 TIN <input type="text" value="0"/> <input type="text" value="0"/> <input type="text" value="8"/> - <input type="text" value="0"/> <input type="text" value="5"/> <input type="text" value="6"/> - <input type="text" value="7"/> <input type="text" value="8"/> <input type="text" value="3"/> -</p> <p>13 Employer's Name <input type="text" value="OPTUM GLOBAL SOLUTIONS (PHILIPPINES), INC."/></p> <p>14 Registered Address <input type="text" value="5th to 10th Floors Science Hub Tower 1,Block 38 Campus Avenue corner Turin Street ,Taguig City Metro Manila 1634 Philippines"/> 14A ZIP Code <input type="text"/></p> <p>15 Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer</p> <p>16 TIN <input type="text"/></p> <p>17 Employer's Name <input type="text"/></p> <p>18 Registered Address <input type="text"/> 18A ZIP Code <input type="text"/></p> <p>19 Gross Compensation Income from Present Employer (Sum of Items 36 and 50) <input type="text" value="89,698.53"/></p> <p>20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 36) <input type="text" value="18,797.24"/></p> <p>21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 50) <input type="text" value="70,901.29"/></p> <p>22 Add: Taxable Compensation Income from Previous Employer, if applicable <input type="text" value="0.00"/></p> <p>23 Gross Taxable Compensation Income (Sum of Items 21 and 22) <input type="text" value="70,901.29"/></p> <p>24 Tax Due <input type="text" value="0.00"/></p> <p>25 Amount of Taxes Withheld</p> <p>25A Present Employer <input type="text" value="0.00"/></p> <p>25B Previous Employer, if applicable <input type="text" value="0.00"/></p> <p>26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) <input type="text" value="0.00"/></p>	<p>2 For the Period From (MM/DD) <input type="text" value="0"/> <input type="text" value="1"/> To (MM/DD) <input type="text" value="0"/> <input type="text" value="1"/> <input type="text" value="0"/> <input type="text" value="4"/> <input type="text" value="0"/> <input type="text" value="8"/></p> <p>Part IV-B Details of Compensation Income & Tax Withheld from Present Employer</p> <p>A. NON-TAXABLE/EXEMPT COMPENSATION INCOME</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>27 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>28 Holiday Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>29 Overtime Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>30 Night Shift Differential (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>31 Hazard Pay (MWE)</td><td style="text-align: right;">0.00</td></tr> <tr><td>32 13th Month Pay and Other Benefits (maximum of P90,000)</td><td style="text-align: right;">1,050.00</td></tr> <tr><td>33 De Minimis Benefits</td><td style="text-align: right;">7,301.72</td></tr> <tr><td>34 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)</td><td style="text-align: right;">5,230.00</td></tr> <tr><td>35 Salaries and Other Forms of Compensation</td><td style="text-align: right;">5,215.52</td></tr> <tr><td>36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35)</td><td style="text-align: right;">18,797.24</td></tr> </tbody> </table> <p>B. TAXABLE COMPENSATION INCOME REGULAR</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr><td>37 Basic Salary</td><td style="text-align: right;">70,901.29</td></tr> <tr><td>38 Representation</td><td style="text-align: right;">0.00</td></tr> <tr><td>39 Transportation</td><td style="text-align: right;">0.00</td></tr> <tr><td>40 Cost of Living Allowance (COLA)</td><td style="text-align: right;">0.00</td></tr> <tr><td>41 Fixed Housing Allowance</td><td style="text-align: right;">0.00</td></tr> <tr><td>42 Others (specify)</td><td></td></tr> <tr><td>42A <input type="text" value="0.00"/></td><td style="text-align: right;">0.00</td></tr> <tr><td>42B <input type="text" value="0.00"/></td><td style="text-align: right;">0.00</td></tr> </tbody> </table> <p>SUPPLEMENTARY</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr><td>43 Commission</td><td style="text-align: right;">0.00</td></tr> <tr><td>44 Profit Sharing</td><td style="text-align: right;">0.00</td></tr> <tr><td>45 Fees Including Director's Fees</td><td style="text-align: right;">0.00</td></tr> <tr><td>46 Taxable 13th Month Benefits</td><td style="text-align: right;">0.00</td></tr> <tr><td>47 Hazard Pay</td><td style="text-align: right;">0.00</td></tr> <tr><td>48 Overtime Pay</td><td style="text-align: right;">0.00</td></tr> <tr><td>49 Others (specify)</td><td></td></tr> <tr><td>49A <input type="text" value="0.00"/></td><td style="text-align: right;">0.00</td></tr> <tr><td>49B <input type="text" value="0.00"/></td><td style="text-align: right;">0.00</td></tr> <tr><td>50 Total Taxable Compensation Income (Sum of Items 37 to 49B)</td><td style="text-align: right;">70,901.29</td></tr> </tbody> </table>		Amount	27 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)	0.00	28 Holiday Pay (MWE)	0.00	29 Overtime Pay (MWE)	0.00	30 Night Shift Differential (MWE)	0.00	31 Hazard Pay (MWE)	0.00	32 13th Month Pay and Other Benefits (maximum of P90,000)	1,050.00	33 De Minimis Benefits	7,301.72	34 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)	5,230.00	35 Salaries and Other Forms of Compensation	5,215.52	36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35)	18,797.24	37 Basic Salary	70,901.29	38 Representation	0.00	39 Transportation	0.00	40 Cost of Living Allowance (COLA)	0.00	41 Fixed Housing Allowance	0.00	42 Others (specify)		42A <input type="text" value="0.00"/>	0.00	42B <input type="text" value="0.00"/>	0.00	43 Commission	0.00	44 Profit Sharing	0.00	45 Fees Including Director's Fees	0.00	46 Taxable 13th Month Benefits	0.00	47 Hazard Pay	0.00	48 Overtime Pay	0.00	49 Others (specify)		49A <input type="text" value="0.00"/>	0.00	49B <input type="text" value="0.00"/>	0.00	50 Total Taxable Compensation Income (Sum of Items 37 to 49B)	70,901.29
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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.

<p>51 <u>CABAGNOT, MICHELLE KIBLATIN</u> Present Employer/Authorized Agent Signature over Printed Name</p> <p>52 <u>CAPUTOL, MARK RANIN</u> Employee Signature over Printed Name</p> <p>CTC/Valid ID No. of Employee <input type="text"/> Place of Issue <input type="text"/></p>	<p>Date Signed <input type="text"/></p> <p>Date Signed <input type="text"/></p> <p>Date Signed <input type="text"/> Amount paid, if CTC <input type="text"/></p>
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<p>53 <u>CABAGNOT, MICHELLE KIBLATIN</u> Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resource or Authorized Representative)</p>	<p>54 <u>CAPUTOL, MARK RANIN</u> Employee Signature over Printed Name</p>
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*NOTE: The BIR Data Privacy is in the BIR website (www.bir.gov.ph)