

BIR Form No.  
**2316**

# Certificate of Compensation Payment/Tax Withheld



2316-01-180-PCS

Mark all appropriate boxes with an "X"

1 For the Year (YYYY) **2 0 1 9**

2 For the Period From (MM/DD) **01/01/2019** To (MM/DD) **12/31/2019**

### Part I - Employee Information

3 TIN **7 1 9 - 2 0 8 - 2 7 5 - 0 0 0 0**

4 Employee's Name (Last Name, First Name, Middle Name) **MARINO, THERESE AGNES**

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

#### A NON-TAXABLE/EXEMPT COMPENSATION INCOME

5 RDO Code **81**

6 Registered Address **Apple street, Consolacion**

27 Basic Salary (including the exempt P750,000 & below, or the Statutory Minimum Wage of the MWE)

7 Local Home Address

28 Holiday Pay (MWE)

8 Foreign Address

29 Overtime Pay (MWE)

9 Date of Birth (MM/DD/YYYY) **0 3 / 1 1 / 2 0 0 0**

10 Contact Number

30 Night Shift Differential (MWE)

11 Statutory Minimum Wage rate per day

31 Hazard Pay (MWE)

12 Statutory Minimum Wage rate per month

32 13th Month Pay and Other Benefits (maximum of P90,000) **4,643.98**

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

33 De Minimis Benefits **7,080.46**

### Part II - Employer Information (Present)

34 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) **3,859.91**

14 TIN **2 0 5 - 3 6 6 - 9 2 1 - 0 0 0 0**

35 Salaries and Other Forms of Compensation **0.00**

15 Employer's Name **CONCENTRIX CVG PHILIPPINES INC (FORMERLY CONVERGYS PHILIPPINES INC)**

36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35) **15,584.35**

16 Registered Address **2 Building, Cebu IT Park, Lahug, Cebu City**

#### B TAXABLE COMPENSATION INCOME REGULAR

17 Type of Employer  Main Employer  Secondary Employer

37 Basic Salary **54,150.46**

### Part III - Employer Information (Previous)

38 Representation

18 TIN

39 Transportation

19 Employer's Name

40 Cost of Living Allowance (COLA)

20 Registered Address

41 Fixed Housing Allowance

21 18A ZIP Code

42 Others (specify)

42A OTs and Other Taxable **12,519.3**

42B

#### SUPPLEMENTARY

### Part IVA - Summary

43 Commission

22 Gross Compensation Income from Present Employer (Sum of Items 36 and 50) **82,254.18**

44 Profit Sharing

23 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 36) **15,584.35**

45 Fees Including Director's Fees

24 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 50) **66,669.83**

46 Taxable 13th Month Benefits **0.**

25 Add: Taxable Compensation Income from Previous Employer, if applicable **0.00**

47 Hazard Pay

26 Gross Taxable Compensation Income (Sum of Items 24 and 25) **66,669.83**

48 Overtime Pay

27 Tax Due **0.00**

49 Others (specify)

28 Amount of Taxes Withheld **0.00**

49A

29 25A Present Employer **0.00**

49B

30 25B Previous Employer, if applicable **0.00**

50 Total Taxable Compensation Income (Sum of Items 37 to 49B) **66,669.83**

31 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) **0.00**

I 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, as 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 **EDENREY RAMOS**  
Present Employer Authorized Agent Signature over Printed Name

Date Signed

52 **MARINO, THERESE AGNES**  
Employee Signature over Printed Name

Date Signed

53 Valid ID No. \_\_\_\_\_ Place of Issue \_\_\_\_\_

Date Signed

### To be accomplished under substituted filing

I declare, under the penalties of perjury that the information herein stated are reported under BIR Form No. 1604-C which has been filed with the Bureau of Internal Revenue

I declare, under the penalties of perjury that I am qualified under a substituted filing of this Tax Form No. 2316 since I received purely compensation income from only one employer in a filing for the calendar year that taxes have been correctly withheld by my employer, that due to my filing the BIR Form No. 1604-C filed by my employer to the BIR should not be regarded as a tax return and the BIR Form No. 2316 shall serve the same purpose as if BIR Form No. 1604-C were filed in accordance with the Revenue Regulations (RR) No. 3-2002, as amended.