

Republic of the Philippines Department of Finance Bureau of Internal Revenue

BIR Form No. **2316**

Certificate of Compensation Payment/Tax Withheld

2316.04/48ENCS

January 2018 (ENCS) For Compensation Payment With or Without Tax Withheld Fill in all applicable spaces. Mark all appropriate boxes with an ") 2023 01/01 (YYYY) Part IV-B Details of Compensation Income & Tax Withheld from Present Employer Part I - Employee Information 3 TIN 160 563 666 000 A. NON-TAXABLE/EXEMPT COMPENSATION INCOME Amount 4 Employee's Name (Last Na e. Middle Na 29 Basic Salary (including the exempt P250,000 & below) or the Statutory Minimum Wage of the MWE GO. ZACHARY SEE 6 Registered Address 6A ZIP Code 30 Holiday Pay (MWE) #15 F. LLAMAS ST., BASAK SAN NICOLAS, CEBU CITY 6000 6000 Overtime Pay (MWE) 6C ZIP Code 6B Local Home Address Night Shift Differential (MWE) **6D** Foreign Address Hazard Pay (MWE) 33 13th Month Pay and Other Benefits 90,000.00 (maximum of P90,000) 7 Date of Birth (MM/DD/YYYY) 8 Contact Number 12/28/1972 De Minimis Benefits 25,596.00 SSS GSIS PHIC & PAG-IBIG Contributions 26,633.64 9 Statutory Minimum Wage rate per day and Union Dues (Employee share only) 10 Statutory Minimum Wage rate per month 37 Salaries and Other Forms of Compensation Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax Total Non-Taxable/Exempt Compensation 142,229.64 Part II - Émployer Information (Present) Income (Sum of Items 29 to 37) 726 000 207 B. TAXABLE COMPENSATION INCOME REGULAR 13 Employer's Name Basic Salary 435,048.36 WESERV SYSTEMS INTERNATIONAL, INC. 14 Registered Address 14A ZIP Code Representation 40 11/F TWO | NEO BLDG., 3RD AVE. COR. 28TH ST. BONIFACIO GLOBAL 1634 Transportation 41 CITY, TAGUIG CITY Type of Employer х Main Employer Secondary Employer Cost of Living Allowance (COLA) 42 Employer Information (Pre 16 TIN Fixed Housing Allowance 43 17 Employer's Name Others (specify) **Other Earnings** 154,212.39 18A ZIP Cod 44B Part IVA - Summary SUPPLEMENTARY 19 Gross Compensation Income from Present 734.780.02 45 Commission Employer (Sum of Items 36 and 50) 20 Less: Total Non-Taxable/Exempt Compensation 142,229.64 46 Profit Sharing Income from Present Employer (From Item 36) 21 Taxable Compensation Income from Present 592,550,38 47 Fees Including Director's Fees Employer (Item 19 Less Item 20) (From Item 50) 22 Add: Taxable Compensation Income from 3,289.63 48 Taxable 13th Month Benefits Previous Employer, if applicable 23 Gross Taxable Compensation Income 592,550.38 49 Hazard Pay (Sum of Items 21 and 22) 61,010.08 50 Overtime Pay 51 Others (specify) 25 Amount of Taxes Withheld 61,010.08 51A 25A Present Employe 25B Previous Employer, if applicable 51B 52 Total Taxable Compensation Income 26 Total Amount of Taxes Withheld as adjusted 61.010.08 592,550,38 (Sum of Items 39 to 51B) (Sum of Items 25A and 25B) 27 5% Tax Credit (PERA Act of 2008) 28 Total Taxes Withheld (Sum of Items 26 and 27) 61.010.08 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. ARISTEO A. CATALUNA Date Signed Present Employer/Authorized Agent Signature over Printed Name CONFORME: ZACHARY S. GO 2,0|2,0,2,4 Date Signed 54 Employee Signature over Printed Name Amount paid, if CTC CTC/Valid ID No. Date Signed To be accomplished under substituted filing 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 (fax due equals tax withheld); that the BIR Form No. 1604-C flied by my employer to the BIR shall constitute as my income tax return; and that BIR Form No. 216 shall serve the same purpose as if BIR Form No. 1720 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended. I declare, under the penalties of perjury that the intermediate are reported under BIR Form No. 1604-C which has been filed with the Bureau of Internal Revenue. ARISTEO A. CATALUNA ZACHARY S. GO Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/Human Resource or Authorized Representative)