



BIR Form No.

**2316**

January 2018 (LHCB)

**Certificate of Compensation  
Payment/Tax Withheld**

For Compensation Payment With or Without Tax Withheld



2316 01-18C 5

If in an applicable source, Mark of non-applicable boxes will not be

For the Year (YYYY) **2023** For the Period From (MM/YY) **01/01** To (MM/YY) **12/31**

**Part I - Employee Information**

3 TIN: 250, 390, 089, 0000

4 Employee's Name (Last Name, First Name, Middle Name) **BALDIO, ALCELITA PANARES** RDO Code **081**

6 Registered Address: 6A Zip Code

6B Local Home Address: 6C Zip Code

6D Foreign Address: 6E Zip Code

7 Date of Birth (MM/DD/YYYY) Telephone Number

9 Statutory Minimum Wage rate per day **0.00**

10 Statutory Minimum Wage rate per month **0.00**

11  Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax

**Part II - Employer Information (Present)**

12 Taxpayer: 000, 863, 958, 0004

13 Employer's Name: **DEPARTMENT OF EDUCATION CULTURE AND SPORT**

14 Registered Address: **SUDLON LAHUG CEBU CITY** 14A Zip Code **6000**

15 Type of Employer:  Main Employer  Secondary Employer

**Part III - Employer Information (Previous)**

16 TIN

17 Employer's Name

18 Registered Address: 18A Zip Code

**Part IVA - Summary**

19 Gross Compensation Income from Present Employer (Sum of Items 27 and 50) **486,755.36**

20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 20) **140,221.56**

21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 50) **346,533.80**

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

23 Gross Taxable Compensation Income (Sum of Items 21 and 22) **346,533.80**

24 Tax Due **14,480.07**

25 Amount of Taxes Withheld

25A Present Employer **14,480.07**

25B Previous Employer **0.00**

26 Total Amount of Taxes Withheld as reported (Sum of Items 25A and 25B) **14,480.07**

**Part IV B Details of Compensation Income and Tax Withheld from Present Employer**

**A. NON-TAXABLE/EXEMPT COMPENSATION INCOME**

| Item   | Amount            |
|--|-------------------|
| 27 Basic Salary (excluding the exempt P250,000 & below of the Statutory Minimum Wage of the MWE) | 0.00              |
| 28 Holiday Pay (AWFL)  | 0.00              |
| 29 Overtime Pay (AWFL)   | 0.00              |
| 30 Night Shift Differential (AWFL)   | 0.00              |
| 31 Hazard Pay (AWFL)   | 0.00              |
| 32 13th Month Pay and Other Benefits (maximum of P90,000)  | 76,266.00         |
| 33 De Minimis Benefits   | 21,000.00         |
| 34 SSS, GSIS, PHIC & Pag-IBIG Contributions and Unkempt Dues (Employee share only)               | 42,955.56         |
| 35 Salaries & Other Forms of Compensation  | 0.00              |
| <b>36 Total Non-Taxable/Exempt Compensation Income (Sum of Items 27 to 35)</b>                   | <b>140,221.56</b> |

**B. TAXABLE COMPENSATION INCOME REGULAR**

|                                    |            |
|------------------------------------|------------|
| 37 Basic Salary                    | 346,533.80 |
| 38 Representation                  |            |
| 39 Transportation                  |            |
| 40 Cost of Living Allowance (COLA) |            |
| 41 Fixed Housing Allowance         |            |
| 42 Others (Specify):<br>42A<br>42B | 0.00       |

**SUPPLEMENTARY**

|   |                   |
|---|-------------------|
| 43 Commission   |                   |
| 44 Profit Sharing   |                   |
| 45 Fees Including Director's Fees                                     |                   |
| 46 Taxable 13th Month Pay (Benefits)                                  | 0.00              |
| 47 Hazard Pay   |                   |
| 48 Overtime Pay   |                   |
| 49 Others (Specify):<br>49A<br>49B                                    |                   |
| <b>50 Total Taxable Compensation Income (Sum of Items 37 and 40B)</b> | <b>346,533.80</b> |

I/We declare, under the penalties of perjury, that the certificate has been made in good faith, verified by us, and to the best of my/our knowledge and belief, in true and correct pursuant to the provisions of the National Internal Revenue Code, as amended, and the regulations issued under authority thereof. Further, this gives my/our consent to the processing of my/our information as established under the Data Privacy Act of 2012 (R.A. No. 10173) for legitimate and lawful purposes.

81 **JEREMY S. DENAMPO, JD**  
Present Employer Authorized Agent Signature Over Printed Name

CONFORME: **ALCELITA PANARES BALDIO**

82 **ALCELITA PANARES BALDIO**  
Employee Signature Over Printed Name

CTC and ID# of Employee: **2649157** Date of Issue: **ALCQUILLASO**

Date Signed: **FEB 12 2024**

Date of Issue: **02/08/2024**

Date of Issue: **01/16/2024**

Amount Paid in CTC: **385**

I declare, under the penalties of perjury, that the statements herein stated are reported under BIR Form No. 1804, which has been filed with the Bureau of Internal Revenue.

83 **JEREMY S. DENAMPO, JD**  
Present Employer Authorized Agent Signature Over Printed Name (Head of Accounting Bureau Consistent to Authorized Representative)

I declare, under the penalties of perjury that I am qualified under substituted filing of Income Tax Returns (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 (as the employer has withheld), and the BIR Form No. 1804 filed by my employer in the BIR shall constitute as my income tax return, and that BIR Form No. 2316 shall serve the same purpose as BIR Form No. 1700 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.

84 **ALCELITA PANARES BALDIO**  
Employee Signature Over Printed Name

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



Republic of the Philippines  
Province of Cebu  
Municipality of Aloguinsan  
Barangay Bonbon



OFFICE OF THE PUNONG BARANGAY

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CERTIFICATION

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**TO WHOM IT MAY CONCERN:**

This is to certify that Mr. / Mrs. / Ms. AMANCIO S. BALDIO of legal age, a bonafide resident of Purok 7, Bonbon, Aloguinsan, Cebu.

Further certifies that his/her family is one of the Indigent in our Barangay.

This certification is being issued upon the request of the above named for DEPARTMENT OF SCIENCE AND TECHNOLOGY (DOST) assistance purpose it may serve him/her best.

Issued this 2<sup>nd</sup> day of December, 2023, at Bonbon, Aloguinsan, Cebu, Philippines.

MIGUEL S. BACUS  
Punong Barangay