



BIR Form No.
2316

**Certificate of Compensation
Payment/Tax Withheld**



September 2021 (ENCS)

For Compensation Payment With or Without Tax Withheld

2316 9/21/ENCS

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

| <p>1 For the Year (YYYY) <u>2024</u></p> <p>3 TIN <u>215</u> - <u>292</u> - <u>722</u> - <u>0000</u></p> <p>4 Employee's Name (Last Name, First Name, Middle Name) <u>CONSEJERO, EMERSON</u></p> <p>5 BDO Code <u>040</u></p> <p>6 Registered Address _____</p> <p>6A ZIP Code _____</p> <p>6B Local Home Address _____</p> <p>6C ZIP Code _____</p> <p>6D Foreign Address _____</p> <p>7 Date of Birth (MM/DD/YYYY) _____</p> <p>8 Contact Number _____</p> <p>9 Statutory Minimum Wage rate per day _____</p> <p>10 Statutory Minimum Wage rate per month _____</p> <p>11 <input type="checkbox"/> Minimum Wage Earner (MWE) whose compensation is exempt from withholding tax and not subject to income tax</p> <p>12 TIN <u>000</u> - <u>593</u> - <u>024</u> - <u>00000</u></p> <p>13 Employer's Name <u>MALIGAYA DEVELOPMENT CORPORATION</u></p> <p>14 Registered Address <u>MALIGAYA BLDG III 430 E RODRIGUEZ SR AVE</u> <u>IMMACULATE CONCEPTION QUEZON CITY NCR</u></p> <p>14A ZIP Code <u>1111</u></p> <p>15 Type of Employer <input checked="" type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer</p> <p>16 TIN _____</p> <p>17 Employer's Name _____</p> <p>18 Registered Address _____</p> <p>18A ZIP Code _____</p> | <p>2 For the Period From (MM/DD) <u>01</u> <u>01</u> To (MM/DD) <u>12</u> <u>31</u></p> <p>Part I - Employee Information</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 style="width:80%;">Amount</th> <th style="width:20%;">Amount</th> </tr> </thead> <tbody> <tr> <td>29 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>30 Holiday Pay (MWE)</td> <td></td> </tr> <tr> <td>31 Overtime Pay (MWE)</td> <td></td> </tr> <tr> <td>32 Night Shift Differential (MWE)</td> <td></td> </tr> <tr> <td>33 Hazard Pay (MWE)</td> <td></td> </tr> <tr> <td>34 13th Month Pay and Other Benefits (maximum of P90,000)</td> <td style="text-align: right;">17,142.28</td> </tr> <tr> <td>35 De Minimis Benefits</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)</td> <td style="text-align: right;">16,365.50</td> </tr> <tr> <td>37 Salaries and Other Forms of Compensation</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>38 Total Non-Taxable/Exempt Compensation Income (Sum of items 29 to 37)</td> <td style="text-align: right;">33,507.78</td> </tr> </tbody> </table> <p>B. TAXABLE COMPENSATION INCOME REGULAR</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr> <td>39 Basic Salary</td> <td style="text-align: right;">236,923.13</td> </tr> <tr> <td>40 Representation</td> <td></td> </tr> <tr> <td>41 Transportation</td> <td></td> </tr> <tr> <td>42 Cost of Living Allowance (COLA)</td> <td></td> </tr> <tr> <td>43 Fixed Housing Allowance</td> <td></td> </tr> <tr> <td>44 Others (specify)</td> <td></td> </tr> <tr> <td>44A _____</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>44B _____</td> <td></td> </tr> </tbody> </table> <p>SUPPLEMENTARY</p> <table border="1" style="width:100%; border-collapse: collapse;"> <tbody> <tr> <td>45 Commission</td> <td></td> </tr> <tr> <td>46 Profit Sharing</td> <td></td> </tr> <tr> <td>47 Fees Including Director's Fees</td> <td></td> </tr> <tr> <td>48 Taxable 13th Month Benefits</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>49 Hazard Pay</td> <td></td> </tr> <tr> <td>50 Overtime Pay</td> <td></td> </tr> <tr> <td>51 Others (specify)</td> <td></td> </tr> <tr> <td>51A _____</td> <td></td> </tr> <tr> <td>51B _____</td> <td></td> </tr> <tr> <td>52 Total Taxable Compensation Income (Sum of items 39 to 51B)</td> <td style="text-align: right;">236,923.13</td> </tr> </tbody> </table> | Amount | Amount | 29 Basic Salary (including the exempt P250,000 & below) or the Statutory Minimum Wage of the MWE | 0.00 | 30 Holiday Pay (MWE) | | 31 Overtime Pay (MWE) | | 32 Night Shift Differential (MWE) | | 33 Hazard Pay (MWE) | | 34 13th Month Pay and Other Benefits (maximum of P90,000) | 17,142.28 | 35 De Minimis Benefits | 0.00 | 36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) | 16,365.50 | 37 Salaries and Other Forms of Compensation | 0.00 | 38 Total Non-Taxable/Exempt Compensation Income (Sum of items 29 to 37) | 33,507.78 | 39 Basic Salary | 236,923.13 | 40 Representation | | 41 Transportation | | 42 Cost of Living Allowance (COLA) | | 43 Fixed Housing Allowance | | 44 Others (specify) | | 44A _____ | 0.00 | 44B _____ | | 45 Commission | | 46 Profit Sharing | | 47 Fees Including Director's Fees | | 48 Taxable 13th Month Benefits | 0.00 | 49 Hazard Pay | | 50 Overtime Pay | | 51 Others (specify) | | 51A _____ | | 51B _____ | | 52 Total Taxable Compensation Income (Sum of items 39 to 51B) | 236,923.13 |
|---|---|--------|--------|---|------|-----------------------------|--|------------------------------|--|--|--|----------------------------|--|--|-----------|-------------------------------|------|---|-----------|--|------|--|-----------|------------------------|------------|--------------------------|--|--------------------------|--|---|--|-----------------------------------|--|----------------------------|--|------------------|------|------------------|--|----------------------|--|--------------------------|--|--|--|---------------------------------------|------|----------------------|--|------------------------|--|----------------------------|--|------------------|--|------------------|--|--|------------|
| Amount | Amount | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 29 Basic Salary (including the exempt P250,000 & below) or the Statutory Minimum Wage of the MWE | 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 30 Holiday Pay (MWE) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 31 Overtime Pay (MWE) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 32 Night Shift Differential (MWE) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 33 Hazard Pay (MWE) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 34 13th Month Pay and Other Benefits (maximum of P90,000) | 17,142.28 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 35 De Minimis Benefits | 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) | 16,365.50 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 37 Salaries and Other Forms of Compensation | 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 38 Total Non-Taxable/Exempt Compensation Income (Sum of items 29 to 37) | 33,507.78 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 39 Basic Salary | 236,923.13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 40 Representation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 41 Transportation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 42 Cost of Living Allowance (COLA) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 43 Fixed Housing Allowance | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 44 Others (specify) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 44A _____ | 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 44B _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 45 Commission | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 46 Profit Sharing | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 47 Fees Including Director's Fees | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 48 Taxable 13th Month Benefits | 0.00 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 49 Hazard Pay | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 50 Overtime Pay | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 51 Others (specify) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 51A _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 51B _____ | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 52 Total Taxable Compensation Income (Sum of items 39 to 51B) | 236,923.13 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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.

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| <p>53 <u>CHERRY MORATO</u> Present Employer/Authorized Agent Signature over Printed Name</p> <p>CONFORME:</p> <p>54 <u>EMERSON CONSEJERO</u> Employee Signature over Printed Name</p> <p>CTC/Valid ID No. _____ Place of Issue _____</p> | <p>Date Signed _____</p> <p>Date Signed _____</p> <p>Date Issued _____</p> <p style="text-align: right;">Amount paid, if CTC _____</p> |
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To be accomplished under substituted filing

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|---|--|
| <p>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.</p> <p>55 <u>CHERRY MORATO</u> Present Employer/Authorized Agent Signature over Printed Name (Head of Accounting/ Human Resource or Representative)</p> | <p>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 BIR Form No. 1700 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 1601-12, as amended.</p> <p>56 <u>EMERSON CONSEJERO</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)