



BIR Form No. 2316 September 2021 (ENCS)

Certificate of Compensation Payment/Tax Withheld

For Compensation Payment With or Without Tax Withheld



2316 09/21 ENCS

1 For the Year (YYYY) 2024

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

Part I - Employee Information

3 TIN 325 670 274 0000
4 Employee's Name (Last Name, First Name, Middle Name) CELO, ALLAN SOCAYAN
5 RDO Code 026
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)
8 Telephone Number
9 Statutory Minimum Wage rate per day 645.00
10 Statutory Minimum Wage rate per month 16,340.00
11 [X] Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax

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

A. NON-TAXABLE/EXEMPT COMPENSATION INCOME
29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE) 174,238.11
30 Holiday Pay (MWE) 11,099.50
31 Overtime Pay (MWE) 0.00
32 Night Shift Differential (MWE) 0.00
33 Hazard Pay (MWE) 0.00
34 13th Month Pay and Other Benefits (maximum of P90,000) 15,974.58
35 De Minimis Benefits 0.00
36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) 15,856.89
37 Salaries and Other Forms of Compensation 0.00
38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37) 217,169.08

Part II - Employer Information (Present)

12 Taxpayer 008 425 306 0000
13 Employer's Name LATECO AGRO VENTURES INC
14 Registered Address 255 CUSTODIO ST SANTULAN MALABON CITY
14A Zip Code 1478
15 Type of Employer [] Main Employer [] Secondary Employer

B. TAXABLE COMPENSATION INCOME REGULAR

39 Basic Salary 0.00
40 Representation
41 Transportation
42 Cost of Living Allowance (COLA)
43 Fixed Housing Allowance
44 Others (Specify)
44A 0.00
44B

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 38 and 52) 217,169.08
20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) 217,169.08
21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) 0.00
22 Add: Taxable Compensation Income from Previous Employer, if applicable 0.00
23 Gross Taxable Compensation Income (Sum of Items 21 and 22) 0.00
24 Tax Due 0.00
25 Amount of Taxes Withheld
25A Present Employer 0.00
25B Previous Employer 0.00
26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) 0.00
27 5% Tax Credit (PERA Act of 2008) 0.00
28 Total Taxes Withheld (sum of items 26 and 27) 0.00

SUPPLEMENTARY

45 Commission
46 Profit Sharing
47 Fees Including Director's Fees
48 Taxable 13th Month Pay 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) 0.00

We declare, under the penalties of perjury, that the information herein stated has been made in good faith, verified by 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 and the regulations issued under authority thereof. Further, we give my/our consent to the processing of my/our information as contemplated under the Data Privacy Act (RA No. 10173) for legitimate and lawful purposes.

51 EDWARD CUSTODIO ALTERADO Present Employer/ Authorized Agent Signature Over Printed Name Date Signed
CONFORME:
52 ALLAN SOCAYAN CELO Employee Signature Over Printed Name Date Signed Amount Paid, if CTC
CTC/Valid ID No. of Employee Place of Issue Date of Issue

To be accomplished under substituted filing
I declare, under the penalties of perjury, that the information herein stated as reported under BIR Form No. 1504-C, which has been filed with the Bureau of Internal Revenue:
53 EDWARD CUSTODIO ALTERADO Present Employer/ Authorized Agent Signature Over Printed Name (Head of Accounting/ Human Resource or Authorized Representative)
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 currently withheld by my employer (tax due equals tax withheld), that the BIR Form currently withheld by my employer to the BIR shall constitute as my income tax return, that BIR Form No. 2316 shall serve the same purpose as a BIR Form No. 1700 and that BIR Form No. 2316 shall be filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.
54 ALLAN SOCAYAN CELO Employee Signature Over Printed Name