

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

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

| <b>1</b> For the Year (YYYY) <b>2025</b>                                                                                               | <b>2</b> For the Period<br>From (MM/DD) <b>01 01</b> To (MM/DD) <b>12 31</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
|----------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------|---------------------------------------------------------------------------------------------------------|------|------------------------------------------|------|-------------------------------------------|------|------------------------------------------|------|----------------------------|------|------------------------------------------------------------------|-----------|-------------------------------|------|-----------------------------------------------------------------------------------------|-----------|----------------------------------------------------------------------|------------|--------------------------------------------------------------------------------|-----------|
| <b>Part I - Employee Information</b>                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>3</b> TIN <b>264 237 308 7308</b>                                                                                                   | <b>Part IV-B Details of Compensation Income and Tax Withheld from Present Employer</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>4</b> Employee's Name (Last Name, First Name, Middle Name) <b>CELORIO, PHILIP ABAS</b>                                              | <b>A. NON-TAXABLE/EXEMPT COMPENSATION INCOME</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>5</b> RDO Code <b>039</b>                                                                                                           | <table border="1" style="width:100%"><thead><tr><th></th><th>Amount</th></tr></thead><tbody><tr><td><b>29</b> Basic Salary (including the exempt P250,000 &amp; below or the Statutory Minimum Wage of the MWE)</td><td>0.00</td></tr><tr><td><b>30</b> Holiday Pay (MWE)</td><td>0.00</td></tr><tr><td><b>31</b> Overtime Pay (MWE)</td><td>0.00</td></tr><tr><td><b>32</b> Night Shift Differential (MWE)</td><td>0.00</td></tr><tr><td><b>33</b> Hazard Pay (MWE)</td><td>0.00</td></tr><tr><td><b>34</b> 13th Month Pay and Other Benefits (maximum of P90,000)</td><td>25,110.00</td></tr><tr><td><b>35</b> De Minimis Benefits</td><td>0.00</td></tr><tr><td><b>36</b> SSS, GSIS, PHIC &amp; PAG-IBIG Contributions and Union Dues (Employee share only)</td><td>54,593.46</td></tr><tr><td><b>37</b> Salaries and Other Forms of Compensation</td><td>0.00</td></tr><tr><td><b>38</b> Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)</td><td>79,703.46</td></tr></tbody></table> |                        | Amount     | <b>29</b> Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE) | 0.00 | <b>30</b> Holiday Pay (MWE)              | 0.00 | <b>31</b> Overtime Pay (MWE)              | 0.00 | <b>32</b> Night Shift Differential (MWE) | 0.00 | <b>33</b> Hazard Pay (MWE) | 0.00 | <b>34</b> 13th Month Pay and Other Benefits (maximum of P90,000) | 25,110.00 | <b>35</b> De Minimis Benefits | 0.00 | <b>36</b> SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) | 54,593.46 | <b>37</b> Salaries and Other Forms of Compensation                   | 0.00       | <b>38</b> Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37) | 79,703.46 |
|                                                                                                                                        | Amount                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>29</b> Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)                                | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>30</b> Holiday Pay (MWE)                                                                                                            | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>31</b> Overtime Pay (MWE)                                                                                                           | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>32</b> Night Shift Differential (MWE)                                                                                               | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>33</b> Hazard Pay (MWE)                                                                                                             | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>34</b> 13th Month Pay and Other Benefits (maximum of P90,000)                                                                       | 25,110.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>35</b> De Minimis Benefits                                                                                                          | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>36</b> SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)                                                | 54,593.46                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>37</b> Salaries and Other Forms of Compensation                                                                                     | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>38</b> Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)                                                         | 79,703.46                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>6</b> Registered Address                                                                                                            | <b>6A</b> Zip Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>6B</b> Local Home Address                                                                                                           | <b>6C</b> Zip Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>6D</b> Foreign Address                                                                                                              | <b>6E</b> Zip Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>7</b> Date of Birth (MM/DD/YYYY)                                                                                                    | <b>8</b> Telephone Number                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>9</b> Statutory Minimum Wage rate per day 0.00                                                                                      | <b>B. TAXABLE COMPENSATION INCOME REGULAR</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>10</b> Statutory Minimum Wage rate per month 0.00                                                                                   | <table border="1" style="width:100%"><tbody><tr><td><b>39</b> Basic Salary</td><td>206,024.54</td></tr><tr><td><b>40</b> Representation</td><td></td></tr><tr><td><b>41</b> Transportation</td><td></td></tr><tr><td><b>42</b> Cost of Living Allowance (COLA)</td><td></td></tr><tr><td><b>43</b> Fixed Housing Allowance</td><td></td></tr><tr><td><b>44</b> Others (Specify)</td><td></td></tr><tr><td><b>44A</b></td><td>0.00</td></tr><tr><td><b>44B</b></td><td></td></tr></tbody></table>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | <b>39</b> Basic Salary | 206,024.54 | <b>40</b> Representation                                                                                |      | <b>41</b> Transportation                 |      | <b>42</b> Cost of Living Allowance (COLA) |      | <b>43</b> Fixed Housing Allowance        |      | <b>44</b> Others (Specify) |      | <b>44A</b>                                                       | 0.00      | <b>44B</b>                    |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>39</b> Basic Salary                                                                                                                 | 206,024.54                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>40</b> Representation                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>41</b> Transportation                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>42</b> Cost of Living Allowance (COLA)                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>43</b> Fixed Housing Allowance                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>44</b> Others (Specify)                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>44A</b>                                                                                                                             | 0.00                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>44B</b>                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>11</b> <input type="checkbox"/> Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax | <b>SUPPLEMENTARY</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>Part II - Employer Information (Present)</b>                                                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>12</b> Taxpayer <b>001 968 647 0039</b>                                                                                             | <table border="1" style="width:100%"><tbody><tr><td><b>45</b> Commission</td><td></td></tr><tr><td><b>46</b> Profit Sharing</td><td></td></tr><tr><td><b>47</b> Fees Including Director's Fees</td><td></td></tr><tr><td><b>48</b> Taxable 13th Month Pay Benefits</td><td></td></tr><tr><td><b>49</b> Hazard Pay</td><td></td></tr><tr><td><b>50</b> Overtime Pay</td><td></td></tr><tr><td><b>51</b> Others (Specify)</td><td></td></tr><tr><td><b>51A</b></td><td></td></tr><tr><td><b>51B</b></td><td></td></tr><tr><td><b>52</b> Total Taxable Compensation Income (Sum of Items 39 to 51B)</td><td>206,024.54</td></tr></tbody></table>                                                                                                                                                                                                                                                                                                                                                                 | <b>45</b> Commission   |            | <b>46</b> Profit Sharing                                                                                |      | <b>47</b> Fees Including Director's Fees |      | <b>48</b> Taxable 13th Month Pay Benefits |      | <b>49</b> Hazard Pay                     |      | <b>50</b> Overtime Pay     |      | <b>51</b> Others (Specify)                                       |           | <b>51A</b>                    |      | <b>51B</b>                                                                              |           | <b>52</b> Total Taxable Compensation Income (Sum of Items 39 to 51B) | 206,024.54 |                                                                                |           |
| <b>45</b> Commission                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>46</b> Profit Sharing                                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>47</b> Fees Including Director's Fees                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>48</b> Taxable 13th Month Pay Benefits                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>49</b> Hazard Pay                                                                                                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>50</b> Overtime Pay                                                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>51</b> Others (Specify)                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>51A</b>                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>51B</b>                                                                                                                             |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>52</b> Total Taxable Compensation Income (Sum of Items 39 to 51B)                                                                   | 206,024.54                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>13</b> Employer's Name <b>QUEZON CITY LOCAL GOVERNMENT UNIT</b>                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>14</b> Registered Address <b>ELLIPTICAL ROAD DILIMAN QUEZON CITY NCR</b>                                                            | <b>14A</b> Zip Code <b>1100</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>15</b> Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>Part III - Employer Information (Previous)</b>                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>16</b> TIN                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>17</b> Employer's Name                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>18</b> Registered Address                                                                                                           | <b>18A</b> Zip Code                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>Part IVA - Summary</b>                                                                                                              |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>19</b> Gross Compensation Income from Present Employer (Sum of Items 38 and 52) <b>285,728.00</b>                                   |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>20</b> Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) <b>79,703.46</b>                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>21</b> Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) <b>206,024.54</b>                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>22</b> Add: Taxable Compensation Income from Previous Employer, if applicable <b>0.00</b>                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>23</b> Gross Taxable Compensation Income (Sum of Items 21 and 22) <b>206,024.54</b>                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>24</b> Tax Due                                                                                                                      |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>25</b> Amount of Taxes Withheld                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>25A</b> Present Employer                                                                                                            |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>25B</b> Previous Employer <b>0.00</b>                                                                                               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>26</b> Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B)                                                        |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>27</b> 5% Tax Credit (PERA Act of 2008) <b>0.00</b>                                                                                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |
| <b>28</b> Total Taxes Withheld (sum of items 26 and 27)                                                                                |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |                        |            |                                                                                                         |      |                                          |      |                                           |      |                                          |      |                            |      |                                                                  |           |                               |      |                                                                                         |           |                                                                      |            |                                                                                |           |

I/We declare, under the penalties of perjury, that this certificate 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, 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.

|                                                                                                     |                     |
|-----------------------------------------------------------------------------------------------------|---------------------|
| <b>51</b> <u>NOEL R. DEL PRADO</u><br>Present Employer/Authorized Agent Signature Over Printed Name | Date Signed         |
| <b>CONFORME:</b>                                                                                    |                     |
| <b>52</b> <u>CELORIO, PHILIP ABAS</u><br>Employee Signature Over Printed Name                       | Date Signed         |
| CTC/Valid ID No. of Employee                                                                        | Date of Issue       |
| Place of Issue                                                                                      | Amount Paid, if CTC |

**To be accomplished under substituted filing**

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

**53** NOEL R. DEL PRADO  
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 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 (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 if BIR Form No. 1700 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.

**54** CELORIO, PHILIP ABAS  
Employee Signature Over Printed Name

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

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

|                                                                                                                                        |                                                                                                  |
|----------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------|
| <b>1</b> For the Year (YYYY) <b>2025</b>                                                                                               | <b>2</b> For the Period<br>From (MM/DD) <b>01 01</b> To (MM/DD) <b>12 31</b>                     |
| <b>Part I - Employee Information</b>                                                                                                   |                                                                                                  |
| <b>3</b> TIN <b>218 612 800 2800</b>                                                                                                   | <b>4</b> Employee's Name (Last Name, First Name, Middle Name) <b>CELORIO, EVELYN SAN ANTONIO</b> |
| <b>6</b> Registered Address                                                                                                            | <b>5</b> RDO Code <b>039</b>                                                                     |
| <b>6B</b> Local Home Address                                                                                                           | <b>6A</b> Zip Code                                                                               |
| <b>6D</b> Foreign Address                                                                                                              | <b>6C</b> Zip Code                                                                               |
| <b>7</b> Date of Birth (MM/DD/YYYY)                                                                                                    | <b>8</b> Telephone Number                                                                        |
| <b>9</b> Statutory Minimum Wage rate per day <b>0.00</b>                                                                               |                                                                                                  |
| <b>10</b> Statutory Minimum Wage rate per month <b>0.00</b>                                                                            |                                                                                                  |
| <b>11</b> <input type="checkbox"/> Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax |                                                                                                  |
| <b>Part II - Employer Information (Present)</b>                                                                                        |                                                                                                  |
| <b>12</b> Taxpayer <b>001 968 647 0039</b>                                                                                             |                                                                                                  |
| <b>13</b> Employer's Name <b>QUEZON CITY LOCAL GOVERNMENT UNIT</b>                                                                     |                                                                                                  |
| <b>14</b> Registered Address <b>ELLIPTICAL ROAD DILIMAN QUEZON CITY NCR</b>                                                            | <b>14A</b> Zip Code <b>1100</b>                                                                  |
| <b>15</b> Type of Employer <input type="checkbox"/> Main Employer <input type="checkbox"/> Secondary Employer                          |                                                                                                  |
| <b>Part III - Employer Information (Previous)</b>                                                                                      |                                                                                                  |
| <b>16</b> TIN                                                                                                                          |                                                                                                  |
| <b>17</b> Employer's Name                                                                                                              |                                                                                                  |
| <b>18</b> Registered Address                                                                                                           | <b>18A</b> Zip Code                                                                              |
| <b>Part IVA - Summary</b>                                                                                                              |                                                                                                  |
| <b>19</b> Gross Compensation Income from Present Employer (Sum of Items 38 and 52) <b>289,752.00</b>                                   |                                                                                                  |
| <b>20</b> Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) <b>80,693.68</b>                     |                                                                                                  |
| <b>21</b> Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) <b>209,058.32</b>                    |                                                                                                  |
| <b>22</b> Add: Taxable Compensation Income from Previous Employer, if applicable <b>0.00</b>                                           |                                                                                                  |
| <b>23</b> Gross Taxable Compensation Income (Sum of Items 21 and 22) <b>209,058.32</b>                                                 |                                                                                                  |
| <b>24</b> Tax Due                                                                                                                      |                                                                                                  |
| <b>25</b> Amount of Taxes Withheld                                                                                                     |                                                                                                  |
| <b>25A</b> Present Employer                                                                                                            |                                                                                                  |
| <b>25B</b> Previous Employer <b>0.00</b>                                                                                               |                                                                                                  |
| <b>26</b> Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B)                                                        |                                                                                                  |
| <b>27</b> 5% Tax Credit (PERA Act of 2008) <b>0.00</b>                                                                                 |                                                                                                  |
| <b>28</b> Total Taxes Withheld (sum of items 26 and 27)                                                                                |                                                                                                  |
| <b>Part IV-B Details of Compensation Income and Tax Withheld from Present Employer</b>                                                 |                                                                                                  |
| <b>A. NON-TAXABLE/EXEMPT COMPENSATION INCOME</b>                                                                                       |                                                                                                  |
| <b>29</b> Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE)                                | <b>Amount</b> <b>0.00</b>                                                                        |
| <b>30</b> Holiday Pay (MWE)                                                                                                            | <b>0.00</b>                                                                                      |
| <b>31</b> Overtime Pay (MWE)                                                                                                           | <b>0.00</b>                                                                                      |
| <b>32</b> Night Shift Differential (MWE)                                                                                               | <b>0.00</b>                                                                                      |
| <b>33</b> Hazard Pay (MWE)                                                                                                             | <b>0.00</b>                                                                                      |
| <b>34</b> 13th Month Pay and Other Benefits (maximum of P90,000)                                                                       | <b>25,408.00</b>                                                                                 |
| <b>35</b> De Minimis Benefits                                                                                                          | <b>0.00</b>                                                                                      |
| <b>36</b> SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only)                                                | <b>55,285.68</b>                                                                                 |
| <b>37</b> Salaries and Other Forms of Compensation                                                                                     | <b>0.00</b>                                                                                      |
| <b>38</b> Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37)                                                         | <b>80,693.68</b>                                                                                 |
| <b>B. TAXABLE COMPENSATION INCOME REGULAR</b>                                                                                          |                                                                                                  |
| <b>39</b> Basic Salary                                                                                                                 | <b>209,058.32</b>                                                                                |
| <b>40</b> Representation                                                                                                               |                                                                                                  |
| <b>41</b> Transportation                                                                                                               |                                                                                                  |
| <b>42</b> Cost of Living Allowance (COLA)                                                                                              |                                                                                                  |
| <b>43</b> Fixed Housing Allowance                                                                                                      |                                                                                                  |
| <b>44</b> Others (Specify)                                                                                                             |                                                                                                  |
| <b>44A</b>                                                                                                                             | <b>0.00</b>                                                                                      |
| <b>44B</b>                                                                                                                             |                                                                                                  |
| <b>SUPPLEMENTARY</b>                                                                                                                   |                                                                                                  |
| <b>45</b> Commission                                                                                                                   |                                                                                                  |
| <b>46</b> Profit Sharing                                                                                                               |                                                                                                  |
| <b>47</b> Fees Including Director's Fees                                                                                               |                                                                                                  |
| <b>48</b> Taxable 13th Month Pay Benefits                                                                                              |                                                                                                  |
| <b>49</b> Hazard Pay                                                                                                                   |                                                                                                  |
| <b>50</b> Overtime Pay                                                                                                                 |                                                                                                  |
| <b>51</b> Others (Specify)                                                                                                             |                                                                                                  |
| <b>51A</b>                                                                                                                             |                                                                                                  |
| <b>51B</b>                                                                                                                             |                                                                                                  |
| <b>52</b> Total Taxable Compensation Income (Sum of Items 39 to 51B)                                                                   | <b>209,058.32</b>                                                                                |

We declare, under the penalties of perjury, that this certificate 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, 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

ANOEL R. DEL PRADO  
Present Employer/ Authorized Agent Signature Over Printed Name

CONFORME:

Date Signed

52

CELORIO, EVELYN SAN ANTONIO  
Employee Signature Over Printed Name

Date Signed

CTC/Valid ID No.  
of EmployeePlace of  
Issue

Date of Issue

Amount Paid, if CTC

To be accomplished under substituted filing

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

53

ANOEL R. DEL PRADO  
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 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 (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 if BIR Form No. 1700 has been filed pursuant to the provisions of Revenue Regulations (RR) No. 3-2002, as amended.

54

CELORIO, EVELYN SAN ANTONIO  
Employee Signature Over Printed Name