



BIR Form No. 2316 September 2021 (ENCS)		Certificate of Compensation Payment/Tax Withheld For Compensation Payment With or Without Tax Withheld		 2316 09/21 ENCS	
1 For the Year (YYYY) 2025		2 For the Period From (MM/DD) 07 01 To (MM/DD) 12 31			
Part I - Employee Information		Part IV-B Details of Compensation Income and Tax Withheld from Present Employer			
3 TIN 254 895 853 0000		A. NON-TAXABLE/EXEMPT COMPENSATION INCOME			
4 Employee's Name (Last Name, First Name, Middle Name) PAGASIAN, ALREY PAGLINAWAN		5 RDO Code 091			
6 Registered Address		6A Zip Code			
6B Local Home Address		6C Zip Code			
6D Foreign Address		6E Zip Code			
7 Date of Birth (MM/DD/YYYY)		8 Telephone Number			
9 Statutory Minimum Wage rate per day 0.00		29 Basic Salary (including the exempt P250,000 & below or the Statutory Minimum Wage of the MWE) 0.00			
10 Statutory Minimum Wage rate per month 0.00		30 Holiday Pay (MWE) 0.00			
11 ☐ Minimum Wage Earner whose compensation is exempt from withholding tax and not subject to income tax		31 Overtime Pay (MWE) 0.00			
Part II - Employer Information (Present)		32 Night Shift Differential (MWE) 0.00			
12 Taxpayer 157 301 004 0001		33 Hazard Pay (MWE) 0.00			
13 Employer's Name LIM, WERNER WEE		34 13th Month Pay and Other Benefits (maximum of P90,000) 6,500.00			
14 Registered Address NATIONAL HIGHWAY TURNO DIPOLOG CITY		35 De Minimis Benefits 0.00			
14A Zip Code 7100		36 SSS, GSIS, PHIC & PAG-IBIG Contributions and Union Dues (Employee share only) 5,500.00			
15 Type of Employer ☐ Main Employer ☐ Secondary Employer		37 Salaries and Other Forms of Compensation 0.00			
Part III - Employer Information (Previous)		38 Total Non-Taxable/Exempt Compensation Income (Sum of Items 29 to 37) 12,000.00			
16 TIN		B. TAXABLE COMPENSATION INCOME REGULAR			
17 Employer's Name		39 Basic Salary 67,607.69			
18 Registered Address		40 Representation			
18A Zip Code		41 Transportation			
Part IV-A - Summary		42 Cost of Living Allowance (COLA)			
19 Gross Compensation Income from Present Employer (Sum of Items 38 and 52) 85,607.69		43 Fixed Housing Allowance			
20 Less: Total Non-Taxable/Exempt Compensation Income from Present Employer (From Item 38) 12,000.00		44 Others (Specify)			
21 Taxable Compensation Income from Present Employer (Item 19 Less Item 20) (From Item 52) 73,607.69		44A 6,000.00			
22 Add: Taxable Compensation Income from Previous Employer, if applicable 0.00		44B			
23 Gross Taxable Compensation Income (Sum of Items 21 and 22) 73,607.69		SUPPLEMENTARY			
24 Tax Due 0.00		45 Commission			
25 Amount of Taxes Withheld		46 Profit Sharing			
25A Present Employer 0.00		47 Fees Including Director's Fees			
25B Previous Employer 0.00		48 Taxable 13th Month Pay Benefits 0.00			
26 Total Amount of Taxes Withheld as adjusted (Sum of Items 25A and 25B) 0.00		49 Hazard Pay			
27 5% Tax Credit (PERA Act of 2008) 0.00		50 Overtime Pay			
28 Total Taxes Withheld (sum of items 26 and 27) 0.00		51 Others (Specify)			
		51A			
		51B			
		52 Total Taxable Compensation Income (Sum of Items 39 to 51B) 73,607.69			
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 (RA No. 10173) for legitimate and lawful purposes.					
51 WERNER WEE LIM Present Employer/ Authorized Agent Signature Over Printed Name		Date Signed			
CONFORME:					
52 ALREY PAGLINAWAN PAGASIAN Employee Signature Over Printed Name		Date Signed			
CTC/Valid ID No. 157 301 004 0001 Place 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.			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.		
53 WERNER WEE LIM Present Employer/ Authorized Agent Signature Over Printed Name (Head of Accounting/ Human Resource or Authorized Representative)			54 ALREY PAGLINAWAN PAGASIAN Employee Signature Over Printed Name		

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