



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF FINANCE
BUREAU OF INTERNAL REVENUE

Quezon City

March 30, 2022

REVENUE MEMORANDUM CIRCULAR NO. 34-2022

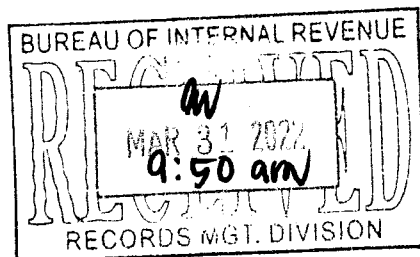
SUBJECT : Availability of BIR Form No. 2316 (Certificate of Compensation Payment/Tax Withheld) September 2021 ENCS

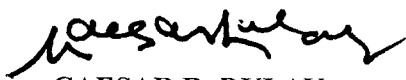
TO : All Internal Revenue Officers, Employees, and Others Concerned

This Circular is issued to disseminate the availability of the revised BIR Form No. 2316 (Certificate of Compensation Payment/Tax Withheld for Compensation Payment With or Without Tax Withheld) September 2021 ENCS hereto attached as **Annex "A"**. The Certificate was revised to include additional line for the 5% tax credit under Personal Equity and Retirement Account (PERA) Act of 2008.

Every employer shall furnish every employee from whom taxes were withheld BIR Form No. 2316 on or before January 31 of the succeeding calendar year, or if employment is terminated before the close of such calendar year, on the day on which the last payment of compensation is made. The said BIR Form No. 2316 is also required to be issued by every employer to employees classified as Minimum Wage Earners (MWEs) and to other employees whose compensation were not subjected to withholding tax.

All internal revenue officers, employees, and others concerned are hereby enjoined to give this Circular as wide a publicity as possible.




CAESAR R. DULAY
Commissioner of Internal Revenue
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MAR 31 2022
9:50 am
RECORDS MGT. DIVISION