

कार्यालय, रक्षा लेखा नियंत्रक गुवाहाटी, उदयन विहार, नारंगी, गुवाहाटी 781171

Office of the Controller of Defence Accounts,

"Udayan Vihar", Narangi, Guwahati - 781171.

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
CIRCULAR NO. 15

Subject: Assessing and regularization of Income Tax for the year 2019-20

For the purpose of assessing and deduction of Income Tax for the year 2019-20 (Assessment Year 2020-21) all the officers and staff are requested to submit the **Savings Documents** or "**Self Declaration**" reflecting all savings details like insurance premium, NSC, Infrastructure Bond, rent paid, HBA loan interest and exemption applicable to Schedule Tribes, which should reach this office **on or before 30/04/2019**. This office would like to commence deduction of Income tax from April 2019 as $\frac{1}{11}$ th of the total tax payable for the financial year 2019-20. However it may be ensured that the copies of documents for those savings may be produced latest by 31/10/2019.

It may be noted that in absence of "**Self Declaration**" received from the official regarding saving details, Income Tax will be deducted based on the available information at this end and any refund if admissible may be claimed from Income Tax department.

A copy of blank proforma of self declaration is enclosed herewith.


Dr. K. Lalbiakchhunga
(ACDA)

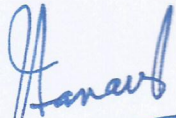
No.AN/III/019/IT/2019-20

Dated: 11/03/2019

Copy to :-

EDP centre
(Local)

: For uploading the same on CDA Guwahati website.


M.H.N. Singh, SrAO
(AN-III)

SELF DECLARATION

I shri/smt/kum. designation.....

A/C No..... Serving in the office of may be allowed the following exemption / rebate under various provisions of IT Act mentioned against each on production of relevant documents within stipulated time (i.e. 31/10/2019)

Sl. No.	Particulars of various heads	Section of IT under which exemption/rebate allowed	Amount
1	Interest on HB Loan	24 (b)	
2	Principal of HB Loan	10 (13a)	
3	PPF	80 (C)	
4	NSC	80 (C)	
5	BOND	80 (C)	
6	Mediclaim Premium	80 (D)	
7	LIC	80 (C)	
8	LIC	80 (C)	
9	LIC	80 (C)	
10	Others		

(Tick whichever is applicable)

Signature of the Govt. Employee