

IMPORTANT CIRCULAR

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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सं./No. AN/III/019/OIT/Vol-VIII

दिनांक/Dated:16 /10/2017.

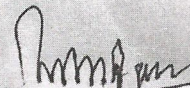
विषय/Subject: Submission of Statement of Pay & Allowances for the purpose of Income Tax for the year 2017-18, Assessment Year 2018-19.

For the purpose of assessing and regularization of Income Tax for the Year 2017-18 (Assessment Year 2018-19) all the officers and staff are requested to submit the statement of Pay & Allowances including Honorarium, Tuition Fee / CEA, Leave encashment etc if any, along with eligible recoveries and savings thereof for rebate/ exemption in the enclosed proforma. **Any Officers and Staff claiming exemption of Income Tax under IT Act should furnish requisite certificate from the IT Department failing which Tax will be deducted at source and Tax refund if any to be claimed only from IT Department.**

2. It is, therefore, requested to submit the same duly completed in all respect to enable the DDO to regulate the Income Tax and recover the same during the current financial year. As per IT Act quoting of PAN and filling of IT return is mandatory. Those individual who are seeking exemption on account of loss due to accrued interest of HBA under section 24(b), should submit a declaration in form 'C' in duplicate. All affected officials are also advised to refer to various provision of IT Act before finalizing the relevant information.

3. It may please also be ensured that the IT return Proforma together with all supporting documents, likes copies of premium receipt, NSC, Infrastructure Bond, rent receipt etc should reach this office on or before 15/12/2017. Belated receipt of the same shall not be entertained and the individual failing to submit IT return by the prescribed date will have to obtain refund, if any, from the ITO concerned.

G.O.(AN) has approved.


(B . B . Datta)

ब.ले.अ./Sr. ACCOUNTS OFFICER

(प्रशा/III)/AN-III)

Distribution:

1. All IDAS Officer
2. All Section of MO
3. All Sub Offices as per Standard list
4. EDP centre for uploading the same in CDA Guwahati website.

SALARY AND INCOME TAX STATEMENT FOR THE FINANCIAL YEAR 2017 - 2018

Name: _____
Office: _____

| Month | Basic Pay | Grade Pay | DA | SDA | DA on TPTL | HRA | HCA ACA | TOTAL | GPF | CGEIS | CGHS | TOTAL | IT Recovered | EC |
|--------------|-----------|-----------|----------|----------|------------|----------|------------|----------|----------|----------|----------|----------|-----------------|----------|
| Mar-17 | | | | | | | | | | | | | | |
| Apr-17 | | | | | | | | | | | | | | |
| May-17 | | | | | | | | | | | | | | |
| Jun-17 | | | | | | | | | | | | | | |
| Jul-17 | | | | | | | | | | | | | | |
| Aug-17 | | | | | | | | | | | | | | |
| Sep-17 | | | | | | | | | | | | | | |
| Oct-17 | | | | | | | | | | | | | | |
| Nov-17 | | | | | | | | | | | | | | |
| Dec-17 | | | | | | | | | | | | | | |
| Jan-18 | | | | | | | | | | | | | | |
| Feb-18 | | | | | | | | | | | | | | |
| TOTAL | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| | |
|------------------|---|
| Rent Calculation | 0 |
| | 0 |
| | 0 |

1. DA ARREARS: of Jan & Feb
Rs.

2. Pay Arrears:
Honorarium:
Arrears of P & A:

REBATE UNDER SECTION 80C
GPF:
CGEIS:
CGHS:
LIC:
TOTAL:

3. OTHERS:
CEA Reimbursed:
Arrears of CEA Reimbursed:

| | | |
|-------|--|-----------------|
| TPTL | | Difference of |
| DA | | DA & TPTL for |
| Total | | 2 months i.e |
| | | Jan & Feb |
| | | (previous |
| | | financial year) |

GROSS INCOME:
Less: Allow to the extent exempt under sec 10

BALANCE
Less: Savings under 80 C

TOTAL TAXABLE INCOME

Income Tax Payble
3 % Education Cess
Tax Payable including Education Cess

| | |
|---------------------------|----------|
| Taxable Income Slab (Rs.) | Rate (%) |
| 2,50,000 | Nil |
| 2,50,001 - 5,00,000 | 5% |
| 5,00,001 - 10,00,000 | 20% |
| 10,00,000 to upwards | 30% |

Calculation of Tax

| | |
|---------------------------------|--------------------------------|
| Gross Income Less: Sec 10 | <input type="text" value="0"/> |
| Less: Savings under Section 80C | <input type="text" value="0"/> |
| Net Taxable Income | <input type="text" value="0"/> |
| Upto Rs. 2,50,000 | Nil |
| 2,50,001 to 5,00,000 | 5% |
| 5,00,001 to 10,00,000 | 20% |
| 10,00,001 to upwards | 30% |

Signature _____