



**CIRCULAR NO. 35**

No. AN/III/019/OIT/2020-2021/Vol-XI

Date: 26/02/2020

To,

The Officer-in-Charge,  
(All offices)

Subject: Assessing and regularization of Income Tax for the FY 2020-2021 (AY 2021-2022): DAD

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For the purpose of assessing and deduction of Income Tax for the FY 2020-2021 (AY 2021-2022) all the officers and staff are requested to submit a "Self Declaration" stating the module of tax deduction chosen. As per Budget Proposal 2020, a tax payer has the option to choose between the 'existing tax regime' and 'new tax regime'.

Where the official chooses tax deduction as per old module, the "Self Declaration" must also reflect all the savings details like Insurance Premium, NSC, infrastructure bonds, rent paid, HBA interest and exemption applicable to Schedule Tribes. However, the proof of savings documents must reach this office by 31/10/2020 failing which the exemptions will no longer be applicable.

The above mentioned Declaration must reach this office **on or before 20 March 2020**, according to which this office will commence deduction of Income Tax as per liability on an average basis from the salary of March 2020. In case the Declaration is not received by the stipulated time; or the choice of module is not duly mentioned in the Declaration, the individual shall be deemed to have opted for the deduction of Income Tax as per the old module.

—sd—

(Dr. K Lalbiakchhunga)  
ACDA (GO Admin)

Copy to:

01 EDP Centre  
(LOCAL)

For updating of the same on the CDA Guwahati Website please

(M H N SINGH)  
SAO (AN III)

## SELF DECLARATION

I, Shri/Smt/Kum \_\_\_\_\_, Designation \_\_\_\_\_,  
Employee A/c No. \_\_\_\_\_, serving in the office of \_\_\_\_\_  
opt for the **Old Tax Module/New Tax Module** (strike out whichever is not applicable)  
for the FY 2020-2021 (AY 2021-2022).

I may be allowed the following Exemptions claimed for **Old Tax module** on  
production of relevant documents within 31/10/2020.

Sl No.	Type Of Savings	Section	Policy No/Folio No/Bank A/C No/ Reference No.	Amount For The Full Year
1	INTEREST ON HOME LOAN	24(b)		
2	PRINCIPAL OF HOME LOAN	80C		
3	PUBLIC PROVIDENT FUND*	80 C		
4	NSC	80 C		
5	BOND	80 C		
6	MEDICAL PREMIUM	80 D		
7	LIC/PLI	80 C		
8	LIC/PLI	80 C		
9	LIC/PLI	80 C		
10	LIC/PLI	80 C		
11	ELSS	80 C		
12	BANK DEPOSIT UNDER TAX SAVINGS	80 C		
13	SUKANYA SAMRIDDHI	80 C		
14	DONATIONS	80 G		
15	RENT PAID	10(13a)		
16	IT EXEMPTION CERTIFICATE(AS APPLICABLE)	10(26)		
17	OTHERS			
18				
19				
20				

Signature

Date