

OFFICE OF THE CDA, GUWAHATI
"UDAYAN VIHAR", NARANGI, GUWAHATI-781171 (ASSAM)
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Date: 04.12.2014

No.AN/III/019/OIT/2013-14

IMPORTANT CIRCULAR

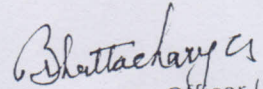
Subject: Submission of Statement of Pay & Allowances for the purpose of Income Tax for the year 2014-15, Assessment Year 2015-16.

For the purpose of assessing and regularization of Income Tax for the Year 2014-15 (Assessment Year 2015-16) 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.

1. It is requested to submit the same duly completed in all respect to enable the DDO to regulate the Income Tax and recover the same during this 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. Individual are also advised to refer to various provision of IT Act before finalizing the relevant information.

2. It may please 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 31/12/2014. 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.


Sr. Accounts Officer (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.

Month	EARNINGS								DEDUCTIONS					
	PB	GP	DA	HRA	OHRA	SDA	TPT	ACA	TOTAL	GPF	CGHS	CGEIS	SAVING	IT Already deducted

Total salary from (3/14 to 02/15)
 DA Arrear (1/14 & 2/14)
 FPA
 Honorarium
 CEA
 LEAVE EN.
 Bonus
 Other

 Gross Slary

Gross Salary
 LESS HRA
 Less TPT
 LESS ACA
 LESS CGHS(80D)
 BALANCE
 SAVINGS
 GPF
 CGEIS
 LIC/PLI/NSC/OTH
 NET INCOME
 U/S-80U
 TAXABLE INCOME
 SLAB
 IT 10% 250000
 IT 20%
 IT 30%
 TOTAL
 EC 3 %
 TOTAL IT

Signature

 Name
 Desig
 A/C NO
 PAN
 Section