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SOUTH EASTERN RAILWAY.

Office of the
Sr. Divl. Personnel Officer,
Chakradharpur.

No: DPO/RE/I, Tax/13

Dated: 08.08.2013

To
All Concerned,
South Eastern Railway,
Chakradharpur.

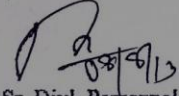
Sub: Submission of final declaration for rebate/relief on Income Tax
Deduction for financial year 2013-14 assessing year 2014-15.

Every employee who wishes to avail rebate/relief or include income from other sources than salary according to Section 192 of I.T Act, must submit declaration about income from other sources and deposit/subscription/payment made/to be made in the financial year 2013-14 to calculate income tax.

A final declaration in this regard must be submitted by every employee within 31.10.2013 about income from sources other than salary and particulars of subscription/deposit/payments made by the employee for allowing deduction/relief from Income Tax. Necessary Xerox copy of documents for such has to be enclosed along with declaration for verification of DDO. If no declaration is submitted by 31.10.2013, it will be presumed that the employee has nothing to declare and action will be taken accordingly. No declaration submitted after 31.10.2013 will be accepted under any circumstances.

If any employee wants to subscribe/deposit/pay any amount during 01.11.2013 to 31.03.2014 he/she should declare in above statement such amount within 31.10.2013 and necessary Xerox copy of document has to be submitted to DDO by 05.04.2014. If he/she fails to submit such documents within 05.04.2014, income tax will be re-assessed and less recovery as income tax should be deposited to income tax department with interest by the employee itself.

This should be given wide publicity amongst the staff and it should be ensured that necessary declaration/copies of certificate submitted by staff are sent in a bunch to concern bill section within the stipulated time for calculation of income tax correctly.


For Sr. Divl. Personnel Officer,
Chakradharpur.

P.T.O

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15.8.13

South Eastern Railway

Office of the
Sr. Divl. Personnel Officer
Chakradharpur
Dated : 16.08.2013

No.DPO/RE/I.Tax/13/02
To,
All Concerned,
CKP Division.

Sub: Deposit of I.Tax for the financial year 2012-13

The assessment of Income Tax, timely submission of personal savings other than the savings recovered through salary and payment of assessed tax are the personal liability of the staff concerned.

As per Income Tax Act, the Tax coming to a particular financial year is to be recovered proportionately through out the year but always it is not possible by the Bill dealer to deduct the Tax through out the year due to late submission of declaration by the employee.

While generating Form-16 for the financial year 2012-13 and Assessment year 2013-14, it is seen that few staff of different departments are still due certain amount of I. Tax to pay which is required to be deposited by the Staff concerned urgently.

It is, therefore, advised to all the employees who have not yet received their Form-16 to deposit the balance amount of Tax, if any, payable by the staff concerned for the financial year 2012-13 in any Branch of SBI or Income Tax Office against their PAN by 31.08.13 positively after consulting their respective Bill dealer in this respect and submit the photocopy of money receipt to the respective bill dealer failing which the balance amount of I. Tax together with interest shall be recovered from the salary of the defaulting staff.

This may be treated as Most Urgent.

Sr. Divl. Personnel Officer
Chakradharpur

Copy forwarded for information and necessary action to:
OS(G) to DRM/CKP for kind information of DRM.
OS to ADRM/CKP for kind information of ADRM.
All BO's of CKP Division for kind information.
Divl. Secy.SERMC, Divl. Secy.AISC&ST & Divl. Secy.AIOBCA/CKP.

Sr. Divl. Personnel Officer
Chakradharpur.
16/8/13