



IMMEDIATE

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN NEW DELHI.**

F.No. 2(8)/2014-Cash-II

Dated :-14th August,2014

C I R C U L A R

In order to assess the Income Tax deduction at source for the year 2014-2015, all officers/staff at the ICAR Headquarters posted in Krishi Bhavan and Krishi Anusandhan Bhavan-I &II, whose total Income on account of pay and allowances, Honorarium etc. exceeds Rs- 2,50,000/- are liable for tax deduction at source during 2014-2015, are requested to furnish the relevant information in the Income Tax Proforma, complete in all respects to **Cash II Section latest by 5th September, 2014**. In absence of the required information, Income Tax recoverable during the year 2014-2015 will be worked out as per Government of India's order after taking into account the pay and allowances etc. drawn/admissible during the year allowing permissible deductions as per rules.

The details of any savings/rebate claimed under Income Tax Act therefore may be provided in the Income Tax Proforma latest by 5th September,2014 to get the requisite rebate.


(DILIP ROY)

DRAWING AND DISBURSING OFFICER

NOTE :- Blank forms of Income Tax Proforma can be accessed from the ICAR web-site.

DISTRIBUTION :-

- 1. All Officers/Section/Units, ICAR, Krishi Bhawan and Krishi Anusandhan Bhavan I & II.***
- 2. PS/PAs to all officers of ICAR in Krishi Bhawan and Krishi Anusandhan Bhavan-I &II.***
- 3. ISO, DKMA, KAB-I for uploading in ICAR Web-site.***

INCOME TAX PROFORMA FOR THE FINANCIAL YEAR 2014-15

NAME & I.D. NO.		
DESIGNATION		
DATE OF BIRTH (Scientific staff only for getting benefit of Sr. Citizen)		
PAN No.(attach a clear copy of PAN Card)		
A(i)	Amount of Hon/Fee or other income received/to be received during the year 2014-15	
(ii)	Amount of Annuity/royalty received/to be received during the year 2014-15	
B	<u>Details of savings under Section 80(C) (Maximum Rs.1.50 lakh)</u> <u>(attach a copy each of the document)</u>	
(i)	LIC premia/United Linked Insurance Plan/Invest in NSC VIII Issue during 2014-15	
(ii)	Amount deposited/to be deposited in PPF during 2014-15	
(iii)	Fixed deposit in SBI or Public Sector Bank/Post Office Time Deposit for minimum period of 5 years.	
(iv)	HBA Principal (proof of possession/completion certificate by respective authority)	
(v)	Tuition Fee paid during 14-15 (maximum 2 children with copy of receipts)	
C	<u>Details of deduction under Section 80(D) (attach a copy each of the document)</u>	
(i)	Mediclaime (maximum Rs.15,000/),(for Sr. Citizen Rs.20,000/-)	
(ii)	Rs. 15,000/- to upkeep in force an insurance on the health of his parent/parents .(for senior citizen it is Rs. 20,000/-)	
(iii)	Payment for preventive health checkup of the assessee, his family and parents maximum of Rs.5000/- subject to ceiling as in (i) above	
D	<u>Details of deduction under Section 80(DD) (attach a copy each of the document)</u>	
(i)	Expenditure incurred on dependent handicapped on his treatment/maintenance/rehabilitation (Max. Rs.50000 / 1.00 lakh)	

E	<u>Details of deduction under Section 80(E) (attach a copy each of the document)</u>	
(i)	Any amount paid by way of interest on Education loan	
F	<u>Details of deduction under Section 80(G) (attach a copy each of the document)</u>	
(i)	Any donation for charitable purpose	
G	<u>Details of deduction under Section 80(U) (attach a copy of disability certificate)</u>	
(i)	Deduction of Rs.50,000/- if assessee's disability is 40% and above and Rs.1.00 lakh if disability is 80% and above	
H	<u>Amount of deduction claimed u/s 10 (along with original rent receipt, Photo I-card for proof of residence/copy of PAN card of landlord alongwith details in Annexure –I attached)</u>	
(i)	House Rent paid if living in rented House during 2014-15 (As per CBDT Circular deduction u/s 10 for payment of rent will be allowed only after detailed verification of landlord profile and Photo identity card of the incumbent in respect of the address where he is residing.)	
I	<u>Details of deduction u/s 24 (attach copy of possession /completion certificate)</u>	
	Interest on borrowed capital for acquisition/construction of house with proof of possession of flat/house by respective authorities in which construction is going (also provide details as per Annexure II & III.)	
J	<u>Any other item</u>	

Note :Income Tax Assesse claiming the above deduction/rebate under different Sections of IT Act are required to provide documentary proof regarding the claim, failing which no deduction/rebate will be allowed

(SIGNATURE)

Place of posting _____
Contact Number _____

**INDIAN COUNCIL OF AGRICULTURAL RESEARCH
KRISHI BHAVAN; NEW DELHI
CASH - II SECTION**

Those who are paying rent for his/her residential purpose and seeking rebate on Income Tax, the following details of the landlord be furnished:

Name of the landlord : _____

Address : _____

PAN (landlord) : _____

**In case there is no PAN of the Landlord, declaration to this effect from the Landlord be attached :
alongwith copy of the property tax paid**

Relationship with the employee, if any : _____

Whether the person to whom Rent being paid is declared to be dependent to the employee and the declaration to this effect is submitted to the concerned Establishment Section or not : _____

Whether the employee or his/her Spouse owns residential accommodation or not. If so the details & status be furnished: _____

Whether the spouse of the employee is availing Income Tax rebate on account of rent being paid from his/her employer. _____

Signature : _____
Name & Designation : _____
ID No. : _____
Place of posting : _____
Contact No : _____

Annexure - II

Form for sending particulars of Income under Section 192(2B) for the year ending 31st March, 2015

1.	Name & Designation of the employee	
2.	Permanent Account Number (PAN)	
3.	Residential Status with address, i.e whether self-occupied/let out (details in Annexure -III may also be furnished)	
4.	Particulars of income under any head of income other than "salaries" (not being a loss under any such head other than the loss under "Income from house Property") received in the financial year.	
	(i) Income from House property	
	(ii) Profits and gain of business or profession	
	(iii) Capital Gains	
	(iv) Income from other sources (a) Dividends (b) Interest (c) Other Income (Specify)	
5.	Aggregate of sub-items (i) to (iv) of sub-item 4	
6.	Tax deducted at source (enclose certificate) issued under Section 203	

Place: _____ (Signature of the employee)

Date: _____

Verification

I _____ do hereby declare that what is stated above is true to the best of my knowledge and belief. Verified today the _____.

Place: _____ (Signature of the employee)

Date: _____

COMPUTATION OF INCOME/LOSS FROM HOUSE PROPERTY

1. Location of property :

2. Status : self-occupied/let out

3. Annual value- amount for which:
the property might reasonably be
let out or annual Municipal valuation
or actual rent received or receivable
which ever is the highest.

4. Less - Municipal tax paid :

5. Net adjusted annual value :

6. Less - deduction under Section
24(1) 30% of (Net adjusted
Annual value :

7. Less - Interest on borrowed capital :

8. Net Income from House Property :

Name & Designation :

Dated:

Signature :