

# **BABASAHEB BHIMRAO AMBEDKAR UNIVERSITY**

**(A Central University)**

Vidya Vihar, Raebareli Road, Lucknow—226025

**Urgent**

**Date: 14-12-2010**

**Letter No. ....**

## **Income Tax Circular**

Sub.: Furnishing of details of income for Income Tax calculation for F.Y. 2010-11.

Please refer this office earlier circular on above subject issued on dated 25/08/2010 available on the website also.

2-Now once again, it is hereby informed to the all the officials/employees of the University to furnish details of their **Salary, Perquisites, Honorarium, Remuneration, Tuition Fees, HRA, Housing Loan and Leave Encashment (on LTC) and savings etc.** in the enclosed Declaration Sheet by 20<sup>th</sup> December 2010 for the Financial Year 2010-11, to the Pay cell.

3-In the case of non/ incomplete furnishing the income Tax calculation would be done on the basis of data as available with the Finance section and Income Tax dues shall be recovered from the monthly salary in conformity with income Tax Act, 1961 along with latest amendments from the salary of this month onwards.

4-It is to reiterate that the details in respect of above be duly supported by the valid documents. For example for claiming exemption of interest on House building loan the certificate for the concerned bank may be furnished like wise in other cases also.

5-It is to further inform that official accommodation is treated as perquisite as per Income Tax Act section no.17(2) etc. The tax liability shall be as per the provisions of the Income Tax Act.

6-The responsibility of short/ Non deduction of Income tax owing to the fact that the information provided is not accurate shall be of the employees only.

Finance Officer

### **Copy to:**

1. PS to Vice Chancellor
2. Registrar, with a request to furnish details about perquisites, if any, provided to the officials of the University.
3. Finance Officer/COE
4. Deans/Heads/Sectional Heads, Schools/Depts/Sections, BBAU, for the information and with a request to inform faculty/ faculty members working in the department.
5. Assistant Registrar (F)/Pay cell

Encl – As above

(sanjeev Kumar Singh)

Finance Officer