**MOST IMMEDIATE**

No. 7/1/2017-Cash

**Hkkjr ljdkj**

Government of India

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Ministry of Water Resources,

River Development & Ganga Rejuvenation

Room No. 11, Gate No. 8

‘C’ Wing, Ground Floor

Shastri Bhawan, New Delhi

Dated: 23rd May,, 2017

**CIRCULAR**

**Subject: Submission of proof of savings for Income Tax Calculation/deduction purposes for the financial year 2017-18 (Assessment Year 2018-19).**

The government of India imposes an income tax on taxable income of individuals. Levy of tax is separate on each of the persons. The levy is governed by the Indian Income Tax Act, 1961. The Indian Income Tax Department is governed by the Central Board for Direct Taxes (CBDT) and is part of the Department of Revenue under the Ministry of Finance, Govt. of India. Income tax is a key source of funds that the government uses to fund its activities and serve the public.

All the officers (Gazetted & Non-Gazetted) of this Ministry who are in receipt of Gross Annual Salary (including OTA, Tuition Fee, Honorarium, Pay arrear etc.) exceeding Rs. 2,50,000/- are requested to furnish the requisite particulars in the enclosed **Proforma** for the purpose of calculating Income-Tax for the financial year 2017-18 (Assessment Year 2018-19), **latest by 03.07.2017 positively, failing which it will be presumed that official has no saving to report** except those being made through regular salary bills and this Section would not be responsible for any excess recovery being made.

On the basis of the particulars furnished to Cash Section, with necessary supporting documents, the total amount of Income-Tax will be calculated and the recoveries, if any, will be made from the salaries for the months of July, 2017 to February, 2018. **They are also requested to furnish the photocopies of documents before 10th January, 2018 in support of their savings.**

**Encl: As above.**

**( RAJPAL KAIN)**

**Drawing & Disbursing Officer**

**Phone No. 23381749.**

To:

All Officers/Sections of the Ministry of Water Resources, River Development & Ganga Rejuvenation, New Delhi.

Copy to:

1. Notice Board of the Ministry.
2. NIC Cell / E-governance – for uploading on the circular page alongwith proforma on the website of this Ministry under the Cash Section → Circulars.

**Income Tax Slabs and Rates**

**Assessment Year 2018-19 (Financial Year 2017-18)**

**Income-tax:**

|  |  |  |
| --- | --- | --- |
|  | **Income Slabs** | **Income Tax Rate (below 60 years)** |
| i. | Where the total income does not exceed ` 2,50,000/-. | NIL |
| ii. | Where the total income exceeds ` 2,50,000/- but does not exceed ` 5,00,000/-. | 5% of amount by which the total income exceeds `. 2,50,000/-. |
| iii. | Where the total income exceeds ` 5,00,000/- but does not exceed ` 10,00,000/-. | ` 12,500/- + 20% of the amount by which the total income exceeds ` 5,00,000/-. |
| iv. | Where the total income exceeds ` 10,00,000/-. | ` 1,12,500/- + 30% of the amount by which the total income exceeds ` 10,00,000/-. |

**Note:**

1. A tax rebate under section 87-A of Rs 2,500 from tax calculated will be available for employee having an annual income upto Rs 3.50 lakh.   However, this benefit of Rs 2,500 tax credit will not be available if employee cross the income range of Rs 3.50 lakh.
2. Education Cess 2% +Secondary and Higher Secondary Education Cess 1% Education Cess is applicable (2%+1%)@ 3% on income tax.
3. The last date for filing of individual income tax return with the ITO is 31st July 2018.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **PROFORMA** | | | | |
| **MINISTRY OF WATER RESOURCES, RIVER DEVELOPMENT AND GANGA REJUVENATION** | | | | |
| **INVESTMENT Declaration SUBMISSION FORM FOR CLAIMING TAX BENEFITS For the FINANCIAL YEAR 2017-2018 (ASSESSMENT YEAR 2018-19)** | | | | |
| **PERSONAL INFORMATION (ALL FIELDS ARE MANDATORY)** | | | | |
| **Name :** |  |  |  |  |
| **PAN :** |  |  |  |  |
| **Part-I - Declaration of Rent Paid For The Purpose Of Claiming Benefit Of HRA U/S 10(13A)** | | | | |
| **From date** | **To date** | **Rental Accommodation Address** | **Rent Paid Per month** | **No. of Documents Attached** |
|  |  |  |  |  |
| **Below information is mandatory** | | | | |
| **PAN OF LANDLORD** | | **NAME & ADDRESS OF LANDLORD** | | |
|  | |  | | |
| **Part-II- Housing Loan Interest** | | | **Amount of Declaration** | **No. of Documents Attached** |
| 1 | Repayment of Interest on housing loan (Max Rs. 200000/-) and  Date of possession | |  |  |
| **Part-III - Investment U/s Sec 80C can be made upto Rs. 1.5 Lac altogether** | | | | |
| **S.No** | **Description** | | **Amount of Declaration** | **No. of Documents Attached** |
| 1 | Life Insurance Premium (LIP) | |  |  |
| 2 | Public Provident Fund (PPF) | |  |  |
| 3 | Subscription to National Saving Certificates (NSC) VIII issue | |  |  |
| 4 | Tuition fee for maximum of two children (full time education) | |  |  |
| 5 | Unit Linked Plan (ULIP) | |  |  |
| 6 | Mutual Funds notified u/s 10(23D) (ELSS) | |  |  |
| 7 | Housing Loan repayment of Principal | |  |  |
| 8 | Investment u/s.80CCC (Pension Policy) | |  |  |
| 9 | Fixed Deposit-Period 5 years or more with a Scheduled Bank | |  |  |
| 10 | Sukanya Samriddhi Yojana | |  |  |
| 11 | Others | |  |  |
| **Part-IV -DECLARATION OF SAVING ALLOWED U/S 80-In respect of Saving Allowed under Chapter VIA** | | | | |
| **S.No** | **Description** | | **Amount of Declaration** | **No. of Documents Attached** |
| 1 | U/s 80D- Medical Insurance Premium- Individual, Spouse & Children (Max limit Rs. 25000) - Inclusive of Rs 5000 - For Health Checkup | |  |  |
| 2 | U/s 80DD- Medical treatment for dependent Handicap(If Disability is more than 40% but less than 80%) (Fixed deduction of Rs 75,000) | |  |  |
| U/s 80DD- Medical treatment for dependent Handicap (If Disability is more than or equal to 80%) (Fixed deduction Rs. 1,25,000) | |  |  |
| 3 | U/s 80U- Permanent Physical disability of assessee (If Disability is more than 40% but less than 80%) - (Fixed amount of Rs. 75,000) | |  |  |
| U/s 80U- Permanent Physical disability of assessee (If Disability is more than or equal to 80%) (Fixed amount of Rs. 1,25,000) | |  |  |
| 4 | Section 80E- Payment of interest on loan for Higher Education | |  |  |
| 5 | Others | |  |  |
| **Part-V- OTHER SOURCES OF INCOME** | | | **Amount of Declaration** | **No. of Documents Attached** |
| 1 | Interest Income from Bank/Post Office(Savings) | |  |  |
| 2 | Interest Income from Fixed Deposit/RD | |  |  |
| 3 | Income from House Property (Yearly) Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_  (from \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_\_\_\_\_  @ Rs. \_\_\_\_\_\_\_\_\_\_\_ per month)  (-) Less Municipal Taxes Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_  (-) Deduction (30% on account of repair) Rs.\_\_\_\_\_\_\_\_\_\_\_\_\_ | |  |  |
| 4 | Others | |  |  |
| I hereby certify that the particulars furnished above are correct. The Income-Tax due, on my salary/allowances may be calculated on the basis of the particulars given above and recovery may be made accordingly from my salary. I will also be personally responsible to Income Tax Department, Govt. of India, for all information pertaining to income tax assessment.  Signature of Employee: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Designation: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Section: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Mobile/Telephone No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | | | |