

**AGRICULTURAL SCIENTISTS RECRUITMENT BOARD
KRISHI ANUSANDHAN BHAVAN
PUSA, NEW DELHI-110012**

F.No.15 (1)/2016-G.A

Dated the 23rd August, 2019.

CIRCULAR

Subject: Income tax Proforma for the financial year 2019-20

In order to assess the Income Tax deduction at source for the year 2019-20, all officers/staff posted in ASRB, whose total income on account of pay and allowances, honorarium etc. exceeds Rs. 500000/- are liable for tax deduction at source during 2019-20, are requested to furnish the relevant information in the Income Tax Proforma, complete in all respects to Room No 113 Cash Unit, Section latest by 17th September,2019. **In the absence of the required information, Income Tax recoverable during the financial year 2019-20 will be worked out** as per GOI's orders after taking into account the pay and allowances etc drawn/admissible during the year allowing the 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 17th September,2019** to get the requisite rebate.


(Upendra Mehta)

DRAWING & DISBURSING OFFICER (ASRB)

NOTE: Income Tax Proforma may be accessed from the ASRB website.

Distribution

1. All Officers/Sections of ASRB.
2. Guard file.



कृषि वैज्ञानिक चयन मंडल
कृषि अनुसन्धान एवं शिक्षा विभाग, भारत सरकार
कृषि अनुसंधान भवन-1, पूसा, नई दिल्ली-110012

AGRICULTURAL SCIENTISTS RECRUITMENT BOARD
Department of Agricultural Research and Education, Govt. of India
Krishi Anusandhan Bhavan-I, Pusa, New Delhi – 110012



INCOME TAX PROFORMA FOR THE FINANCIAL YEAR 2019-20

NAME & ERP 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	<u>Income under any head other than salary declared under section 192 (2B) e.g. interest, capital gains. F e e /Honorarium, dividends etc. (Provide details as per Annexure – I)</u>	
B	<u>Details of savings under Section 80(C) (Maximum Rs.1.50 lakh) (attach a copy each of the document)</u>	
(i)	LIC premia/United Linked Insurance Plan/Invest in NSC VIII Issue during 2019-20	
(ii)	Amount deposited/to be deposited in PPF during 2019-20	
(iii)	Contribution made to Tier-II NPS account during 2019-20	
(iv)	Fixed deposit in SBI or Public Sector Bank/Post Office Time Deposit for minimum period of 5 years during 2019-20	
(v)	HBA Principal (proof of possession/completion certificate by respective authority)	
(vi)	Tuition Fee paid during 2019-20 (maximum 2 children with copy of receipts)	
(vii)	Any other.	
	Total	
C	<u>Details of deduction under Section 80CCD(1B)(Max. Rs. 50,000/-) (attach a copy of the document)</u>	
	Amount deposited in National Pension Scheme during 2019-20	
D	<u>Details of deduction under Section 80(D)(attach a copy each of the document)</u>	
(i)	Mediclaime (maximum Rs.25,000/),(for Sr. Citizen Rs.50,000/-)	
(ii)	Rs. 25,000/- to upkeep in force an insurance on the health of his parent/parents .(for senior citizen it is Rs. 50,000/-)	
(iii)	Payment for preventive health checkup of the assessee, his family and parents maximum of Rs.5000/- subject to ceiling as in (i) above	
E	<u>Details of deduction under Section 80(DD)(attach a copy each of the document) (Exp. Incurred on dependent, being a person with disability, Max. Rs.0.75/1.25 lakh)</u>	
(a)	on medical treatment/maintenance/rehabilitation	
(b)	Paid or deposited any amount under the scheme framed in this behalf by the LIC or any other insurer or the specified company approved by the Board	

F	<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 during 2018-19	
G	<u>Details of deduction under Section 80(G)(attach a copy each of the document)</u>	
(i)	Any donation for charitable purpose	
H	<u>Details of deduction under Section 80(U)(attach a copy of disability certificate)</u>	
(i)	Deduction of Rs.0.75 Lakh if assessee' disability is 40% and above, and Rs.1.25 lakh if disability is 80% and above	
I	<u>Amount of deduction claimed u/s10 (along with original rent receipt, Photo I-card for proof of residence/copy of PAN card of landlord alongwith details in Annexure –II attached)</u>	
(i)	House Rent paid if living in rented House during 2019-20 (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.)	
J	<u>Details of deduction u/s 24 (attach copy of possession/completion certificate).In case Loan taken for more than one property, details may be shown separately.</u>	
	Interest on Home Loan for acquisition/construction of house with proof of possession of flat/house by respective authorities (Provide details as per Annexure III.)	
K	<u>Any other item</u>	

Note : Income Tax Assessee 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 _____

Annexure - I

Form for sending particulars of Income under Section 192(2B) for the year ending 31st March, 2020

1.	Name & Designation of the employee	
2.	Permanent Account Number (PAN)	
3.	Address (details in Annexure –III may also be furnished, if Income from house property is furnished)	
4.	Residential Status (self-occupied/let out)	
5.	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) Amount of Hon/Fee received	
	(v) Amount of of Annuity/royalty received	
	(vi) Income from other sources (a) Dividends (b) Interest (c) Other Income (Specify)	
6.	Aggregate of sub-items (i) to (vi) of sub-item 4	
7.	Tax deducted at source (enclose certificate) issued under Section 203 by the concerned.	

Place:

Date:

(Signature of the employee)

Verification

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

Place:

Date:

(Signature of the employee)

Annexure-II

DETAILS OF THE LANDLORD IN CASE SEEKING REBATE ON INCOME TAX FOR PAYING HOUSE RENT:

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 proof of ownership of property :

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. :-----

Division/Section :-----

Contact No :-----

COMPUTATION OF INCOME/LOSS FROM HOUSE PROPERTY DURING FINANCIAL YEAR 2019-20

1.	Address of the property against which loan is taken	
2.	Self-occupied/rented	
3.	Date of loan availed	
4.	Value of House property	
5.	Amount of loan availed	
6.	Purpose of loan (construction/ acquiring property/Renovation)	
7.	Date on which construction is/will be completed	
8.	Date of possession of property(Attach Possession certificate)	
9.	Ownership(sole or Joint), If joint, relationship and percentage of share in the property	
10.	Whether joint owners is/ are claiming deduction under income Tax Act 1961(Please indicate amount)	
11.	Annual value- amount for which the property might reasonably be let out or annual Municipal valuation or actual rent received or receivable whichever is the highest (If applicable).	
12.	Less - Municipal tax paid	
13.	Net adjusted annual value	
14.	Less - deduction under Section 24(1) 30% of (Net adjusted Annual value	
15.	Less - Interest on borrowed capital	
16.	Net Income from House Property	

Signature :

Name :

Dated: Designation :