

To

1. Chief Engineer /HIS & D, PSTCL, Patiala.
2. Chief Engineer/TS,PSTCL, Patiala.
3. Chief Engineer/P & M,PSTCL, Ludhiana.
4. Chief Accounts Officer/Finance & Audit, PSTCL, Patiala.
5. Company Secretary, PSTCL, Patiala.

Memo No. 1253/60 Date . 9/11/22


**Subject Submission of Income Tax statement along with Form 12BB and documentary proofs of saving/deductions for finalization of Income Tax FY 2022-23.**

To comply with the provisions of Income Tax Act regarding deduction of income tax from the salary , the income tax statements are required to be submitted timely along with declaration in **Form 12BB** (mandatory for claiming deduction/rebate). As per income tax Circular 01/2020 dated 12.05.2020, if an employee wants to opt for new tax regime for the **FY 2022-23**, then option/intimation for the same is required to be given to their respective DDO for deduction of tax on salary in the new regime. If such intimation is not made by the employee, the DDO shall deduct TDS without considering the provision of newly introduced Section 115BAC of the Act. Keeping in view the above provision, it is necessary for all officers to ensure to send the said option to this office by **30.11.2022**, so that TDS may be deducted accordingly. In case of non receipt of option TDS shall be deducted by this office as per old tax regime. Under old tax regime, documentary proof of saving/deductions admissible for the FY 2022-23 are required in FORM 12BB from all the officers working under control, including your good self.

As such it is requested to ensure submission of above option and in case of old regime, please ensure to submit income tax statement along with declaration in **FORM 12BB** and documentary proof of savings/deductions for the financial year 2022-23 to this office by **30.11.2022**. It is pertinent to mention that in case of payment of interest/Principal on Housing Loan Advance, it is mandatory to submit the Permanent Account number (PAN) of the institution/Bank to whom interest/Principal of Housing Loan is repaid.

In case of non-submission or late submission of above stated documents. TDS on salary will be finalized on the basis of record available in this office & tax will be deducted from the salary accordingly.

DA/Form 12BB

  
Accounts Officer/ P &A,  
PSTCL, Patiala.

**FORM NO.12BB**

(See rule 26C)

1. Name and address of the employee:			
2. Permanent Account Number of the employee:			
3. Financial year:			
<b>Details of claims and evidence thereof</b>			
Sl No.	Nature of claim	Amount (Rs.)	Evidence / particulars
(1)	(2)	(3)	(4)
1	House Rent Allowance: (i) Rent paid to the landlord (ii) Name of the landlord (iii) Address of the landlord (iv) Permanent Account Number of the landlord  Note: Permanent Account Number shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees		
2	Leave travel concessions or assistance		
3	Deduction of interest on borrowing: (i) Interest payable/paid to the lender (ii) Name of the lender (iii) Address of the lender (iv) Permanent Account Number of the lender (a) Financial Institutions(if available) (b) Employer(if available) (c) Others		
4	Deduction under Chapter VI-A (A) Section 80C,80CCC and 80CCD (i) Section 80C (a) ..... (b) ..... (c) ..... (d) ..... (e) ..... (f) ..... (g) ..... (ii) Section 80CCC (iii) Section 80CCD (B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A. (i) section..... (ii) section..... (iii) section..... (iv) section..... (v) section.....		
<b>Verification</b>			
I,.....,son/daughter of..... do hereby certify that the information given above is complete and correct.			
Place.....		(Signature of the employee) Full Name	
Date.....			
Designation .....			