

UTTAR BANGA KRISHI VISWAVIDYALAYA
PUNDIBARI: COOCH BEHAR: WEST BENGAL
PIN – 736165
COMPTROLLERS' DEPARTMENT.

From: Comptroller-in- Charge &
Assistant Auditor

Notice

Ref. No. UBKV/Comp-114
Date:06/06/2024

All the employees of UBKV including all outstation centres are requested to submit their respective income tax savings investment plan in annexed format for the financial year 2024-25, within 18th June, 2024 positively.

In case of non-submission of requisite documents, the income tax liability of the concerned employees shall be assessed on the basis of the available records in the Comptroller's Office and necessary deduction on account of TDS (I. Tax) will be made accordingly from their monthly salary without any further intimation. In this context, it is needed to say that If the Old Income Tax Regime cannot be chosen within 18th June 2024 individually along with requisite declaration form annexed herewith, then the concerned employee will be individually assessed his/her Income tax TDS liabilities under the New Tax Regime for the AY 2025-26 by default.

It may also be noted that all the employees shall be required to submit the proof of Tax saving investment pertaining to the F.Y. 2024-25, within 31st January 2025 positively.

Co-operation in this matter by all concerned is solicited.

Sd/-
In- Charge,
Comptroller's Department

Enclosure: i) Declaration Form in case of choosing OLD Tax Regime

Copy forwarded for information, circulation and necessary action:

- i) The Vice Chancellor's Secretariat, UBKV, Pundibari.
- ii) The Registrar, UBKV, Pundibari.
- iii) The Dean, Faculty of Agriculture, UBKV, Pundibari
- iv) The Dean, Faculty of Horticulture, UBKV, Pundibari
- v) The Dean, Faculty of Technology, UBKV, Pundibari
- vi) The Dean, Post Graduate Studies, UBKV, Pundibari
- vii) The Dean, Students Welfare, UBKV, Pundibari
- viii) The Director of Extension Education, UBKV, Pundibari
- ix) The Director of Research, UBKV, Pundibari
- x) The Director of Farms, UBKV, Pundibari.
- xi) The Medical Officer, UBKV, Pundibari
- xii) The Assistant Auditor, UBKV, Pundibari.
- xiii) The In-Charge, Central Library, UBKV, Pundibari.
- xiv) The University Engineer, UBKV, Pundibari
- xv) The In-Charge, AICRP on Jute / Wheat / Spices/ MAP, UBKV, Pundibari.
- xvi) The In-Charge, RRS Terai Zone, UBKV, Pundibari
- xvii) The In-Charge, RRS Hill Zone, Kalimpong.
- xviii) The In-Charge, RRS Old Alluvial Zone, Majhian, Patiram, D. Dinajpur
- xix) The In-Charge, RRSS, Manikchak, Malda.
- xx) The In-Charge, RRSS, Kharibari, Darjeeling
- xxi) The In-Charge, RRSS, Pedong, Kalimpong.
- xxii) Shri Subhendu Das, Jr Assistant for uploading in University Website.
- xxiii) Office copy.

Amal Chandra
In- Charge,
Comptroller's Department

In-Charge
Comptroller's Department
Uttar Banga Krishi Viswavidyalaya
Pundibari, Cooch Behar, W.B.



UTTAR BANGA KRISHI VISWAVIDYALAYA
PUNDIBARI : COOCH BEHAR , WEST BENGAL

DECLARATION FOR PROPOSED INCOME TAX SAVINGS INVESTMENTS AND OTHER INFORMATION
FOR THE FINANCIAL YEAR 2024-25

Employee Name:..... PAN:..... Designation:.....

Department:..... Status (Male/Female/Retired/Senior Citizen): [M / F/R/S]

Mobile No:..... E-mail Address:.....

Choose the option and tick OLD/NEW regime method for computation of income tax for F.Y.2024-25

In case one opts for NEW regime, no need to fill up the date for proposed savings as listed below.

*** Proposal for tax saving investments for F.Y.2024-25 need to be filled up only for OLD regime option.**

1 Rent payable as tenant _____ per annum

(Attachment Of original Rent Bill for any one month of FY 2024-25 and photocopies of PAN Card of the Landlord are mandatory, if annual payable rent is **more than One Lakh** attach attested photocopies of agreement between Landlord and Tenant too)

2 National savings Certificate _____ 3. Interest from National Savings Certificate: _____

4. Recovery of H.B.L a) Interest _____ b) Principal _____

House Building Loan (Max. ded. for H.B.L Interest (for const./new pur. of self occupied house property) is Rs.2 lakh only

5 Interest from Savings Account(s): _____ 6. Interest from any other source (Except Sl.No.3 & 5): _____

Sl. No.3, 5, 6 and 7 are optional

7. Income from other source (except Sl.No. 3, 5 and 6) : _____

8. L.I.C Premium : _____ 9. P.P.F: _____ 10: P.L.I Premium: _____

11. ULIP Premium. _____ 12. E.L.S.S. _____

13. Tax Savings Term Deposit: _____

14. Tuition Fees: _____ (allowable for Maximum Two dependent Children)

15. L.I.C. Premium for Pension Fund: _____ 16. Sukanya Samridhi Yojana for Girl Child: _____

17: Any other Investment (**Please Specify**) _____

N.B Maximum exemption limit 150000/. for Sl.No.2 to 17 including PF and GSLI except recovery of interest on H.B.Loan and Sl.No. 5 to 7. [u/s 80C, 80CCC, 80CCO(1)]

18 National Pension Scheme (NPS) _____ (maximum eligible Exemption Limit '50,000/-) [U/S 80CCD(1B)]

19. Premium fr Medical Insurance: (a) self _____ (b) Parents _____ (U/S 80D)

[Please see overleaf]

20. Expenditure for disabled dependent _____ Attachment of Disability Certificate mandatory. (U/S 80DD)
21. Expenditure for Special Ailment of Self/Dependent: _____ Attachment of Certificate is mandatory (U/S 80DDB)
(rule 11DD of Income Tax Rules)
22. Interest on repayment of Higher Education Loan _____ (U/S 80E)
23. Deduction for self disability _____ **Attachment of Disability Certificate is mandatory.(U/S 80U)**
24. Additional Deduction on interest of Housing Loan (U/S 80EE/ SOEEA) _____ (AllowAble as per IT rules)

DECLARATION:

I, the undersigned, declare that I am responsible to produce the relevant documentary evidences in support of my above slated income tax saving proposals in time, as and when it is asked for by my employer. If I fail to produce the relevant documentary evidences in support of my income tax saving proposals, and as a result any income tax liability is arisen. I shall have no objection to the recovery of all such income tax liability along with interest by my employer form my monthly salary at a time.

Full Signature: _____

Dated: _____

LAST DATE OF SUBMISSION: 15.06.2024
Submitted proposal can not be amended after 31.07.2024.