

I/73434/2021

## दक्षिण रेलवे/SOUTHERN RAILWAY

मंडल कार्यालय/Divisional Office,  
कार्मिक शाखा/Personnel Branch,  
सेलम /Salem – 636 005.

सं./No. SR-SA0PB(ITAX)/3/2020

तारीख/Date: 16.08.2021

**All Concerned / SA Division**

Sub: Declaration for Income Tax form the Salary of Railway Employees / Officers for the Financial Year 2021-22 (Assessment Year 2022-23)

Ref: (1) This office letter of even no. dated 06.07.2020.  
(2) PCPO/MAS letter vide PBC/No. 123/2020 dated 31.07.2020.

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In terms of Section 115 BAC under Income Tax Act, 1961, all the Officers / Employees are required to exercise their option for deduction of TDS as per Old / New Tax Regime once, which cannot be changed for this Current Financial Year i.e., 2021-22 (Assessment Year 2022-23) in a prescribed format (Annexure 'A') which is enclosed.

If Option 1 i.e., Old Regime is exercised such Officer / Employee has to submit Annexure 'B' (Savings Declaration) along with Proof for Savings / Investment made and the format for the same is enclosed.

If Option 2 i.e., New Tax Regime is exercised such Officer / Employee has to submit Annexure 'A' alone.

Hence, all Officers / Employees are requested to submit the form as mentioned above **on or before 10.09.2021** to enable this office to take further action by the Bill Preparing Officials.

**Encl.:** Annexure 'A' & 'B'

Signed by P K Soundra  
Pandian

Date: 16-08-2021 14:59:47

Reason: Approved

वररष्ठ मंडल कारमर्याक अधधिककारी /Sr. Divisional Personnel Officer,  
दककक्षिण रेलवे/ सेलम / Southern Railway/Salem.

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Annexure 'A'

**FORMAT FOR DECLARATION TO BE SUBMITTED TO BILL COMPLING OFFICER  
UNDER THE PROVISIONS OF SECTION 115 BAC, UNDER THE INCOME TAX ACT  
1961 FOR CURRENT FINANCIAL YEAR 2020-2021**

*(To be Submitted through Proper Channel)*

To

\_\_\_\_\_

\_\_\_\_\_  
(Bill Drawing Authority)

Sub: Declaration for Section for TDS to be deducted from Salary under  
Old Tax Regime or New Tax Regime – reg.

Ref: Sr. DPO/SA letter No. SR-SA0PB(ITAX)/3/2020 dated 16.08.2021.

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**Sir,**

I hereby exercise my option for deduction of TDS from my Salary for the current  
Financial Year 2021-2022 as under: -

- |                   |   |          |
|-------------------|---|----------|
| 1. Old Tax Regime | : | Yes / No |
| 2. New Tax Regime | : | Yes / No |

**CONFIRMATION:** - *I have opted for my deduction of TDS for Income Tax for the  
Current Financial Year i.e., 2021-22 under \_\_\_\_\_ (Write New / Old) Tax Regime  
as indicated above. I understand that the option exercised is final and no change in this  
option is allowed under any circumstances.*

(Employee to fill in the blank in own handwriting duly counter signed by Officer-in-charge)

Yours faithfully,

Signature :

Name :

Designation of the Employee :

PF No. :

PAN No. (compulsory) :

Office :

Bill Unit : 0606

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**Annexure 'B'****DECLARATION FOR OTHER SAVINGS FOR THE COMPUTATION OF INCOME TAX  
FOR THE YEAR 2021 – 22**

1. a) Name of the Employee :
- b) Designation :
- c) Office / Station / Depot / Shop :
- d) Contact No. (Office / Mobile No.) :
2. a) PF No. :
- b) Bill Unit Number :
- c) **PAN** Number :
3. a) Residential Address :
- b) Indicate whether residing in own house or rented house :
- c) If rented house, indicate the amount at rent being paid monthly (Rent receipt is to be enclosed) :
4. Details of deduction under 80C / 80CCC (Maximum amount admissible for deduction is ` 1,50,000 only) :
- a) Insurance Policies:

| Sl. No.      | Name of the Insurance Company | Policy No. | Premium Amount Paid | Period of quarterly, half yearly & whole year for which premium paid | Total Amount |
|--------------|-------------------------------|------------|---------------------|--|--------------|
| 01.          |                               |            |                     |  |              |
| 02.          |                               |            |                     |  |              |
| 03.          |                               |            |                     |  |              |
| 04.          |                               |            |                     |  |              |
| 05.          |                               |            |                     |  |              |
| 06.          |                               |            |                     |  |              |
| <b>Total</b> |                               |            |                     |  |              |

- b) Tuition fees paid to School / College (Limited to 2 Children only)

| Sl. No | Name of the Child | Class / Std | Name of School / College | Amount of tuition fee paid | Date of payment |
|--------|-------------------|-------------|--------------------------|----------------------------|-----------------|
| 1.     |                   |             |                          |                            |                 |
| 2.     |                   |             |                          |                            |                 |

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- c Indicate the details of other savings particulars  
 ) viz., NSC-VIII, PPF, NSS-92, ULIP, Post Office :  
 Time Deposit – Rule 1981, etc., etc.,
- d Details of repayment of loan made towards HBA  
 ) (Principal) through financial institution for the :  
 year **2021- 22**
5. Details of earnings / loss on property for the year **2021-2022: -**
- a Income from house property (gain) :  
 )
- b Loss from house property (interest) :  
 )
- c Whether housing loan borrowed :  
 )
- d Date of loan availed :  
 )
6. Details of deduction under Chapter – VI A
- a Medclaim u/s 80D (Maximum ` . 15,000) :  
 )
- b Expenditure incurred on medical treatment,  
 ) training and rehabilitation of Handicapped :  
 Dependent – u/s 80DD
- c For Permanent physical disablement – u/s 80U :  
 )
- d Amount paid as interest on loan borrowed from  
 ) financial Institution for Higher Education–u/s :  
 80E
7. Details of any other savings permissible under IT :  
 Act

**(Photo copy of documentary proof as required under IT Act for the savings / expenditure for the items 4 to 8 shown above are to be enclosed along with this Declaration form without fail)**

8. In case, no savings details are furnished under item  
 No. 4 to 8 above, the employee is to indicate  
 whether any subscription of VPF is required to be :  
 deducted from salary and if so, indicate the amount  
 of VPF to be recovered from salary

The particulars furnished by me vide item 1 to 7 above are true, correct and complete to the best of my knowledge.

Place : **Signature of Employee** :  
 Date : **Name (in capital letters)** :  
**PF No.** :

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Forwarded to Sr. DPO/SA for information and further action please.

Office Seal

Signature of Supervisory Official  
 Name of the Supervisor:  
 Designation / Station:

Signed by P K Soundra  
 Pandian

Date: 15-08-2021 23:52:11

Reason: Approved