



दक्षिण रेलवे/SOUTHERN RAILWAY

No..P(R) 356 / P / Vol. XV

प्रधानकार्यालय / Headquarters Office  
कार्मिक शाखा / Personnel Branch  
चेन्नै / Chennai - 600 003  
दि. / Dated: 31-07-2020  
पी बी सी सं/ PBC No: 123 / 2020

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /  
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units,  
etc.,

(As per mailing list -'A')

Sub: Deduction of Income-Tax from the salary of Railway  
employees for the financial year 2020 - 21 (Assessment  
year 2021 - 22).

Ref : Income Tax Department letter dated 13-04-2020.

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In terms of Sec 115 BAC under Income Tax Act.1961. with  
effect from the Financial year 2020-2021, all the employees / officers are  
required to exercise their option for deduction of the TDS as per either OLD  
regime / NEW regime in a prescribed format which is enclosed, which should  
be submitted latest by 31-08-2020.

If option 1 i.e., old regime is exercised, such officer / employee  
has to submit form 12 BB and the format for the same is also enclosed.  
which should be submitted latest by 31-10-2020.

All controlling officers/Supervisors are advised to circulate the  
above instructions to staff under their control and the declaration form ob-  
tained and sent to the Personnel Department (Bill drawing Office) in one  
bunch to take further action by the bill preparing official.

Enc.As above

  
(S.JANAKIRAMAN) 31-07-2020

वरिष्ठ कार्मिक अधिकारी/नियम  
Senior Personnel Officer/Rules  
For Principal Chief Personnel Officer

प्रतिलिपि/Copy to : The Genl Secy / SRMU  
The Genl Secy / AISCSTREA  
The Genl Secy / AIOBCREA  
The Genl Secy / NFIR  
Ch.S&WI / Systems to upload in the website

Format for Declaration to be submitted by the officer / employee under provision of Sec. 115 BAC of Income Tax Act. 1961. (For the current financial year 2020 – 2021)

To

(Bill drawing authority)

Sub : Declaration of option for TDS to be deducted from salary Under old / new tax regime.

Sir,

I hereby exercise my option for the deduction of TDS from my salary for the current financial year 2020 – 2021 as under

1) Old Tax Regime : Yes / No

2) New Tax Regime : Yes / No

I understand that the option once exercised is final and no change is allowed for this current year 2020 – 2021.

Signature :

Name :

Designation :

P.F.Number :

Office :

Bill Unit No. :

**FORM No. 12 BB**  
**(See rule 26C)**  
**(To be submitted in duplicate on or before 31-10-2020)**

P.F.No.

Bill Unit No.

**Statement showing particulars of claims by an employee  
for deduction of tax under section 192**

- 1 Name and address of the employee :
2. Permanent Account Number of the employee :
3. Financial Year : 2020 – 21

Details of claims and evidence thereof			
Sl.No.	Nature of claim	Amount (Rs.)	Evidence / Particulars
(1)	(2)	(3)	(4)
1	<b>House Rent Allowance</b>  (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)  (v) Date from which the employee is in possession of the rental accommodation or rental agreement)		
2.	<b>Leave travel concession or assistance</b>		
3.	<b>Deduction of interest on borrowing</b>  (i) Interest payable / paid to the lender  (ii) Name of the lender  (iii) Permanent Account Number of the lender.		

	(a) Financial Institutions (if available)		
	(b) Employer if available		
	(c) Others		
4.	<b>Deduction under Chapter VI – A</b>		
	<b>(A) Section 80C, 80CCC and 80CCD</b>		
	(i) Section 80 C		
	(a) PF + VPF + CGIS....		
	(b).....		
	(c).....		
	(d).....		
	(e).....		
	(f).....		
	(g).....		
	(ii) Section 80 CCC		
	(iii) Section 80 CCD		
	<b>(B) Other sections (e.g., 80E, 80G, 80TTA etc.) under Chapter VI A.</b>		
	(i) Section ....80D.		
	(ii) Section .....		
	(iii) Section.....		
	(iv) Section.....		

**VERIFICATION**

I, \_\_\_\_\_ son / daughter of Shri. \_\_\_\_\_ do

hereby certify that the information given above is complete and correct.

Place :

Date :           -2020

Signature of the employee

Full Name :

Designation / Station :

Mobile No. :  
(other than CUG)

E.mail ID :  
(Personal)