

**URGET
OUT TODAY**

REMINDER-II



NETAJI SUBHAS INSTITUTE OF TECHNOLOGY

Formerly Delhi Institute of Technology), An Autonomous Institute of GOVT. OF N. C. T. OF DELHI.

Azad Hind Fauj Marg, Sector - 3, Dwarka, New Delhi - 110 078.

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Finance/Accounts

F.No. 10(1)/2007-2008/Accts/NSIT/

Date:10-01.2010

Subject: Calculation of Income Tax for the financial year 2010--2011 (Assessment Year 2011-2012).

This is in continuation to this office letter of even no. dated 08.11.2010 &16-12-2010 on the subject cited above. The Income Tax for the Financial Year 2010-11 is to be deducted finally from the salary. All Gazetted/Non-Gazetted Officers whose Gross Annual Income for 2010-11 exceeds Rs.1,60,000/- (Male Employees) & Rs.1,90,000/- (Female Employees may fill in the Performa sent earlier and submit to the accounts section. The income during 2010-11 from other sources including pension, remuneration etc. if any, may please be indicated clearly. **The photocopy of documentary proof in respect of each savings/deductions claimed be furnished, duly self attested by the official should submit alongwith performa I, II, III and also quote the Pan Number.**

It is brought to the notice of all concerned that in case of non-receipt of information on the prescribed Proformas within a week's time i.e. by 18.01.2011 positively otherwise the income tax will be calculated according to Pay Bill Register (PBR). The form may be submitted to DDO in Accounts Section. Kindly distribute to the officers/employees working under your department for needful. The Notice along with Proforma-I, II & III is also available on the NSIT website.

**(PIYUSH TANEJA)
DDO**

Copy to:

1. All Deans (Acad, P.G, SW, IRD)
2. All HODs (ECE, COE, ICE, MPAAE, SAS, IT, Bio-Tech)
3. Chairman, Library
4. Deputy Registrar (Accounts)
5. Deputy Registrar (Store & Purchase)
6. Asstt. Registrar (Academic)
7. Asstt. Registrar (Admn.)
8. Asstt. Registrar (S & P)
9. Director, Physical Education
10. Executive Engineer (Project)
11. Executive Engineer (Civil/Maintenance)
12. Chief Security Officer
13. Store Officer
14. Medical Officer, NSIT
15. Institute Networking Scheme
16. Wardens (BH-I, BH-II & GH)
17. P.A to Registrar
18. P.A to Director
19. Coordinator, INS with the request to put it on NSIT web site.

**(PIYUSH TANEJA)
DDO**