

**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.

Tel: 2509 9026-42, Extn.2109 Fax: 25099022 Website:<http://www.nsit.ac.in>

**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**