

No. CUJ/Finance/Income Tax/25/427

Dated: 02nd February, 2022

Notice

Sub: Extension of last date for submission of documents for deductions claimed in Income Tax Self-Declaration Proforma.

With reference to Notice of even no. dated 06/01/2021 vide which income tax self-declaration proforma was circulated, it is observed that the self-declaration proforma submitted by Officers/Officials at many instances were not accompanied with the proof/documents supporting the deduction claims mentioned in the form. It is hereby informed that all such claims without documentary proof of deductions shall not be taken into account while deducting TDS from the salary payable for the month of February, 2022.

2. It is requested to submit the supporting documents of deductions claims in Finance Department latest by 07/02/2022. Hereafter, deductions as appropriate will be made. This issues with the approval of the Competent Authority.


Finance Office (I/c), CUJ

Encl.: As Above.

Copy for information to:

- (i) All Deans/Heads/Coordinators of Department, CUJ.
- (ii) Dean, Academics Affairs
- (iii) Dean, Research & Development (R&D) Cell
- (iv) Librarian/C.O.E/DSW/Chief Proctor
- (v) I.C Estates/I.C Technical Cell/I.C Guest House
- (vi) All D.Rs/A.Rs/M.O/S.O/Employees of CUJ
- (vii) PS to the Hon'ble V.C
- (viii) PS to the Registrar
- (ix) P.S to the F.O
- (x) Guard File