

महालेखाकार (लेप.1) कार्यालय, ओडिशा, भुवनेश्वर
OFFICE OF THE ACCOUNTANT GENERAL (AUDIT-I)
ODISHA, BHUBANESWAR

CIRCULAR

Sub: Deduction of Income Tax from salaries for the Financial Year 2020-21(A.Y. 2021-22)

Income Tax for the Financial year 2020-21(Assessment year 2021-22) is to be deducted from the salaries of the Officers/officials of the Office of the Accountant General (Au-I) from the Pay of November, 2020 to February, 2021. Therefore, all concerned are requested to calculate their Income Tax with Health & Education Cess @4% and submit the Savings to OE(Au-1) Section **latest by 20th November 2020** and select their option regarding Old or New income tax regime with login in PFMS.

Note:- All Officers/Officials are requested to furnish proper House Rent Receipt/ Insurance Premium Receipt/Interest on Housing Loan receipt / Bank Statement etc. each of which should bear a certificate that “**submitted by me for rebate in Income tax for the Assessment Year 2021-22**” with full dated signature , Contact No. and GPF A/c No. of the Officers/officials concerned, else the same will not be considered for the purpose of rebate.

Sd/-
Sr. Audit Officer/OE(Audit-1)

Memo No.OE(G&SSA)/IT/2020-21/161

Dated- 10.11.2020

Copy forwarded for information and necessary action to:

1. The Secretary to the Accountant General (Audit-1)
2. Steno-II to Sr.DAG/AMG-IV
3. Steno-I to DAG/Admn
4. Steno-II to DAG/AMG-I, DAG/AMG-II, DAG/AMG-III, DAG/AMG-V and DAG/DA&RC
5. Sr.AO in charge of Welfare (Audit-I)
6. B.O in charge of AMG-I/AMG-II/AMG-III/AMG-IV/AMG-V/Admn/OE/OM/ Report/PAC/T&E. The controlling sections are requested to intimate the same to Officers/officials those who are working from home.
7. B.O in charge of Admn/OM-I&II/ Legal Cell/Report(Main)/PAC/ECPA/ Hindi Cell/ Legal Cell/Trg&Exam/Conf. Cell/DA&RC. The controlling sections are requested to intimate the same to Officers/officials those who are working from home.
8. Sr.AO/DA&RC for hoisting the circular in our official website and local site.
9. Notice Board.

Deepak Mahapatra
10/11/2020
Sr. Audit Officer/OE(Audit-1)

House Rent Receipt

I Shri/Smt/Ms..... received an amount of RS (Rupees) only towards rent from Shir/Smt..... employee of the O/o the Accountant General (Au-1), Odisha, Bhubaneswar for his/her residential purpose at from March, 2020 to February, 2021 @ ₹ per month.

Signature of the owner

The above claim is submitted for rebate in Income Tax for the AY 2021-22

Signature of the employee

GPF/Emp.Code No

Section

NB: If rent paid is above Rs. 1.00 lakh, PAN Number of the owner may be submitted.