



PONDICHERRY UNIVERSITY
Finance & Accounts Section

R.SEGAR
Deputy Registrar (F&A)

R.V.Nagar, Kalapet,
Puducherry - 14
0413-2654212

No:PU/D.R(F&A)/IT/20-21/ 386

Date 29.09.2020

CIRCULAR

Sub: Filing of Income Tax calculation Statement for the FY - 2020-2021 - Reg.

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This is to inform that the staff members of the University whose annual gross income is expected to exceed **Rs.2,50,000/-** during the financial year 2020-21 and **Rs.3,00,000/-** in the case of **Senior Citizens** of 60 years & above and **Rs.5,00,000/- for Super Senior Citizens** of 80 years and above are required to submit the Income Tax Calculation statement.

The calculation statements received without proof will not be considered for Tax exemption / rebate and no request shall be entertained for Tax exemption / rebate, at a later date. All concerned are requested to show the income which was received other than salary, while submission of Income Tax calculation statement. It is further informed to strictly adhere to the time schedule, failing which the Finance Section would be forced to calculate and deduct Income Tax from the assesseees according to the pay details available with the University.. After recovering the entire Income Tax up to the salary of February 2021, Form 16 will be issued through online. Kindly note that the Form 16 once issued will not be revised under any circumstances.

The Government of India has made certain changes/amendments in provisions relating to TDS on Salary / Non-salary payments in the Finance Act 2020. The salient important points of the said amendments are furnished in brief below:-

- As per extant guidelines, Government of India has introduced an "Optional Taxation Regime" in the case of individual or HUF under section 115BAC of "IT act". Pursuant to that the Employees or Pensioners have to choose one regime i.e., existing or new regime under section 115BAC and TDS deduction needs to be made accordingly by the employer.
- Those Employees or Pensioners, who intend to opt for the New Regime, under section 115BAC of the Act, have to intimate the employer of such intention for each Financial Year and upon such intimation, the University shall compute employee's total income and make TDS thereon in accordance with the provisions of section 115 BAC of the Act.
- If new tax regime is opted then one has to forgo all the deduction under the Income Tax Act(such as standard deductions, Professional Tax, all allowances, deductions under Chapter VI – A (80C, 80CCC, 80CCD, 80D, 80DD, 80DDB, 80E, 80EEA, 80EEB,80G, 80GG,80GGA,80GGC,80IA,80-IAB, 80-IAC, 80-IB, 80-IBA, ETC) Medical Policy, Education loan Interest, Housing Loan Principal/Interest, Donations and pay taxes as per the new slab rates notified by the Finance Act 2020 except 80CCD(2).

- Whether opt for a old regime or new regime, the employee should submit the self declaration form compulsorily to the Section officer (IT), Finance & Accounts Section. It is also clarified that once the declaration is submitted, the same cannot be modified during the current Financial Year. If any staff / pensioner does not submit declaration in this respect, it will be presumed that he /she has opted for the old tax regime.
- **The prefilled IT calculation statement, Pay Bill Register and Self Declaration Form will be available in the University Website from first week of October 2020 onwards.**
- All Faculty members of Pondicherry University can view and download the IT prefilled calculation statement in “SAMS LOGIN”
- All the Non-Teaching staff & Officers of Pondicherry University & Community College can login with “Employee Code” as login and “PAN Number” as password. **The link for online IT filing will be available in the University Website at Central Facilities (Employee Login)**

The signed IT Calculation Statement along with proof and self declaration form for choosing the Old / New Tax Regime should be submitted to Section Officer, IT (Unit), Finance & Accounts Section on or before 26th October 2020.


29/9/2020
DEPUTY REGISTRAR (F&A)

To:

All Teaching / Non-Teaching Staff.

Copy to:

1. The AR O/o the Vice-Chancellor for kind information of VC.
2. The PS to Director – for kind information of Director (Studies)
3. The PS to Director – for kind information of Director (Culture)
4. The AR O/o the Registrar – for kind information of Registrar.
5. The Systems Manager, Computer Centre – for hosting in the University website.