

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

CIRCULAR

Sub: Deduction of Income Tax from salaries for the Financial Year 2023-24(A.Y. 2024-25)

Income Tax for the Financial year 2023-24 (Assessment year 2024-25) is to be deducted from the salaries of the Officers/officials of the Office of the Pr. Accountant General (Au-I) from the Pay of November 2023 to February 2024. Therefore, all concerned are requested to calculate their Income Tax with Health & Education Cess @4% and submit the proof of Savings/ additional income to OE(Au-1) Section **latest by 15 November 2023** and select their option from Old and New income tax regime in PFMS. **Personnel opting for new regime need not to submit any document as proof of savings.**

Note:- All Officers/Officials are requested to furnish proper House Rent Receipt/ Insurance Premium Receipt/Interest on Housing Loan receipt / Bank Statement(Address with Pin No against property) etc. each of which should be attached with a forwarding letter bearing a certificate that "submitted by me for rebate in Income tax for the Assessment Year 2024-25" with full dated signature , Contact No. and GPF A/c No., else the same will not be considered for the purpose of rebate.

Sd/-

Deputy Accountant General/Admn(Audit-1)

Memo No.OE(Au-I)/IT/2023-24/234

Dated- 08.11.2023

Copy forwarded for information and necessary action to:

1. The Secretary to the Pr. Accountant General (Audit-1)
2. Steno to DAG/Admn
3. Steno to DAG/AMG-I, DAG/AMG-II, DAG/AMG-III, DAG/AMG-IV, DAG/AMG-V
4. Welfare Officer
5. B.O in charge of Admn/OM-I&II/Report(Main)/PAC/ECPA/ Hindi Cell/ Legal Cell/Trg&Exam/ITA/Conf. Cell/ Estate
6. AAO in charge of DA&RC
7. B.O in charge of AMG-I/AMG-II/AMG-III/AMG-IV/AMG-V.The controlling sections are requested to intimate the same to Officers/Officials of field party.
8. AAO/DA&RC for hoisting the circular in our official website and local site.
9. Notice Board.

Keypal Singh
08/11/23
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 Pr. Accountant General (Au-1), Odisha, Bhubaneswar for his/her residential purpose at
.....
from March, 2023 to February, 2024 @ Rs..... per month.

Signature of the owner

The above claim is submitted for rebate in Income Tax for the AY 2024-25.

Signature of the employee

GPF/Emp.Code No

Section

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