

No.1-25/2005-06(I.Tax)/CASH
ANDAMAN AND NICOBAR ADMINISTRATION
SECRETARIAT.



Port Blair, dated the 05th December 05

CIRCULAR

Sub: -Assessment of Income Tax for the year 2005-06 - regarding

In order to assess the Income tax for the year 2005-2006 in respect of Officers and Staff of the Secretariat, various information about their income from other sources, deposits made under various scheme, types of accommodation occupied by them etc are required. Accordingly a detailed format has been devised for the purpose and appended below.

It is requested that the information as required in the format may kindly be furnished to Cash Section latest by 20/12/2005 to facilitate the Section to assess the Income tax and also to effect recovery accordingly.

If the above information is not received within the stipulated period it may not be possible for us to draw pay from January, 2006 onwards. All are therefore, requested to cooperate with us.

This may be treated as "Most Urgent".


(Hari Kishen) 5/12/05
Assistant Secretary (Perl)

Copy to:-

1. The PS to Chief Secretary, A&N Admn., Port Blair.
2. The PA to Development Commissioner, A&N Admn., P/Blair.
3. The PA to Commr-cum-Secy (Perl.), A&N Admn, P/Blair
4. The PS to Commr-cum-Secy (Shipping), A&N Admn., P/Blair.
5. The PS to Commr-cum-Secy (Fin), A&N Admn., P/Blair.
6. The PA to Secretary (GA), A&N Admn., Port Blair.
7. The PA to Secretary (Industries), A&N Admn., Port Blair.
8. The PA to Secretary (Law), A&N Admn., Port Blair.
9. The PA to Commissioner for Departmental Inquires, P/Blair.
10. The PA to Special Secretary (Vig), A&N Admn, P/Blair
11. The Sr. Accounts Officer (Finance-I), A&N Admn., Port Blair.
12. The Sr. Accounts Officer (Finance-II), A&N Admn., Port Blair.
13. The All Assistant Secretaries, A&N Admn., Port Blair.
14. The All Section In-charge, Secretariat, with the request to ensure that the required information is submitted by all concerned employees to the Cash Section within the stipulated period to facilitate the section to assess Income Tax for the year 2005-06

With the request to obtain the declaration duly filled in and furnish the same to Cash Section within the stipulated date.

PARTICULARS OF INCOME OTHER THAN SALARY, IF ANY, AND SAVING ETC. FOR THE YEAR 2005-2006 IN RESPECT OF

..... SECTION :

1.	Income other than Salaries, If any with details	
2.	Saving other than GPF/UTGIGES etc. which is not available in the Pay Bill Register with details i.e type of saving number and documentary evidence.	1. 2. 3. 4.
3.	Deductions under Chapter VI-A	
	a) Prime Minister relief fund	
	b)	
4.	Whether rent free accommodation provided, if so	
	a) Type of accommodation/location	
	b) Date of occupation	
	c) Living area of accommodation	
5.	Whether residing in own or private accommodation.	
6.	Whether the house building advance has been drawn, if so whether the construction of house has been completed or not and the amount of repayment of loan to be taken for rebate of Income tax.	
7.	Deduction under section 88	
	a) G.P.F. @Rs.1000 x 12	
	b) CGEIS/UTGEIS @Rs. 30 X 12	
	c) L.I.C	
	d) P.P.F	
	e) Mutual funds	
	f)	
	g)	
	h)	

Certified that to the best of my knowledge and belief, the above information is true and correct as per records.

Signature of Govt. Servant
Name

Designation