



**Guru Gobind Singh Indraprastha University**  
**Sector-16C, Dwarka, New Delhi-110078**

No. F. IPU/Acctts/TDS/2011-12/820

Dated: 23/01/2014

**Circular**

In continuation of earlier circular regarding submission of proof of documents related to exemption in different section as per prescribed guideline of income tax department for F.Y. 2013-14. Last date for submission of proof of documents was prescribed as on 31<sup>st</sup> December 2013. However, it has been noticed that during checking of proofs that most of the cases where documents has not submitted as declared in their proposal of investment.

Hence, all University employees are once again requested to forward their proof of investments duly self authenticated to Accounts Branch **positively on or before 24.01.2014** for claiming exemption in income tax deduction. If fails to submit, income tax liability shall be deducted from forthcoming salaries without further notice.

This issues with the approval of Controller of Finance.

**(Krishan Kumar)**  
**Drawing & Disbursing Officer**

**Copy to:**

1. All Head of Departments.
2. All Deans (USS)/UIRC
3. All Directors
4. Chief Engineer, UWD.
5. All JR's/DR's/ADR's/AR's/PRO
6. Incharge (Personnel)
7. FO-I/FO-II
8. PS to VC
9. PS to Registrar
10. PS to COF
11. PS to COE
12. Server Room with the request to upload on University website.
13. Guard File