



GURU GOBIND SINGH INDRAPRASTHA UNIVERSITY

Sector-16C, Dwarka, Delhi – 110075

No. F.IPU/Acctts/TDS/2014-2015/ 428

Dated : 19.01.2015

Circular

Subject: Regarding Deduction of Income Tax from salary for the financial year 2014-15.

Attention of all the Faculties / Officers & Staff is drawn towards this office earlier communication on the subject dated:- 25.03.2014 regarding deduction of income tax from salary for the financial year 2014-15 whereby the detail of savings along with saving documents were required to be submitted to this office by 31.12.2014.

It has been observed that most of the Faculties / Officers & Staff have not provided the same. It is therefore, once again requested to kindly submit their detail of savings along with documentary proof by 21.01.2015 upto 5.30 p.m. Thereafter accounts branch will not be in a position to give any relief for your savings for the Income Tax purposes at the level of DDO.

This issues with the approval of Controller of Finance

(Krishan Kumar)

Drawing & Disbursing Officer

- 1 All Deans / Librarian.
- 2 All Directors.
- 3 Sup.Engineer, UWD.
- 4 All JR's / DR's/ ADR's/AR's/PRO
 - a) Affiliation
 - b) Coordination
 - c) Gen.Admin./Purchase/Store.
 - d) Planning & Policy.
 - e) Academic
- 5 Jr (Personnel)
- 6 FO-I/FO-II/FO-III
- 7 AR to VC Secretariat
- 8 PS to Registrar
- 9 PS to COF
- 10 PS to COE
- 11 Server Room with the request to upload on University website along with income tax investment declaration form for the year 2014-15.
- 12 Guard File.