

**Government of Puducherry
Planning and Research Department**

No.7534/PRD/Estt/A6/

Puducherry, dt.11.10.2011

CIRCULAR

Sub : PRD – Estt – Income Tax – Deduction at source for the financial year
2011-12 – Furnishing of particulars – Called for – Reg.

The officers and staff of this department are hereby requested to furnish their income tax particulars in the statement of calculation of Income Tax available in our departmental website <http://pandr.puducherry.gov.in> under "**Circular & Orders**".

2. The officers and staff who seek the following concessions are requested to furnish the required documentary evidences along with the statement.

- (i) HRA exemption (original stamped rent receipt)
- (ii) Interest paid on HBA or repayment of principal amount.
- (iii) Life Insurance premium / medical insurance premium
- (iv) Fixed deposits
- (v) Donations to charitable trust.
- (vi) Long term infrastructure bond
- (vii) Tuition fee paid
- (viii) Subscription of National Small Savings
- (ix) Pension fund of LIC
and etc.

The concessions indicated in the statement will be taken into account on the basis of documentary proof only.

3. All the columns of the statement should be filled up without omission.

4. The last date for filled in statement is **31/10/2011**.


(A.S. Vijayalakshmi) (1/x)
Joint Director (HQ)

To

All Officers & staff concerned.