

**ICAR-CENTRAL PLANTATION CROPS RESEARCH
INSTITUTE
(INDIAN COUNCIL OF AGRICULTURAL RESEARCH)
KASARAGOD 671 124, KERALA**

F.No.20(25)MISC/2024-Bills
Date.19.12.2024

परिपत्र/CIRCULAR

Sub: Income Tax for the year 2024-25 (Assessment Year 2025-26)-reg.

Income tax on salaries and other earnings for the financial year 2024-2025 (Assessment Year 2025-26) is to be worked out, and tax deducted on a monthly basis from the salary of officials whose income exceeds the prescribed limit. All the officers and staff are requested to furnish necessary details in the enclosed Form 12BB to this office on or before 24.12.2024. Proof of savings/statements/house rent receipts are required to be if an exemption/rebate is proposed to be claimed.

Since March 2024, TDS is being deducted proportionately from the salary of the concerned for the financial year 2024-25. If the above information is not furnished by 25.12.2024, the tax will be calculated based on the details available with the office, and income tax will be recovered accordingly.

आहरण एवं संवितरण अधिकारी
Drawing & Disbursing Officer

Encl: Form 12BB

Copy to : **All Officers & Staff/KVK/Website- ICAR-CPCRI, Kasaragod.**

FORM NO. 12BB

[See rule 26C]

Statement showing particulars of claims by an employee for deduction of tax under section 192

1. Name and address of the employee:
2. [Permanent Account Number or Aadhaar Number] of the employee:
3. Financial year:

DETAILS OF CLAIMS AND EVIDENCE THEREOF			
<i>Sl. No.</i>	<i>Nature of claim</i>	<i>Amount (Rs.)</i>	<i>Evidence/particulars</i>
(1)	(2)	(3)	(4)
1.	House Rent Allowance: (i) Rent paid to the landlord (ii) Name of the landlord (iii) Address of the landlord (iv) [Permanent Account Number or Aadhaar Number] of the landlord Note : [Permanent Account Number or Aadhaar Number] shall be furnished if the aggregate rent paid during the previous year exceeds one lakh rupees		
2.	Leave travel concessions or assistance		
3.	Deduction of interest on borrowing: (i) Interest payable/paid to the lender (ii) Name of the lender (iii) Address of the lender (iv) [Permanent Account Number or Aadhaar Number] of the lender (a) Financial Institutions (if available) (b) Employer (if available) (c) Others		
4.	Deduction under Chapter VI-A (A) Sections 80C, 80CCC and 80CCD (i) Section 80C (a) (b) (c) (d) (e) (f) (g)		

<p>(ii) Section 80CCC</p> <p>(iii) Section 80CCD</p> <p>(B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A</p> <p>(i) section.....</p> <p>(ii) section.....</p> <p>(iii) section.....</p> <p>(iv) section.....</p> <p>(v) section.....</p>	
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Verification

I, son/daughter of do hereby certify that the information given above is complete and correct.

Place

Date

Designation

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(Signature of the employee)

Full Name: