

NETAJI SUBHAS INSTITUTE OF TECHNOLOGY  
SECTOR – 3, DWARKA, NEW DELHI – 110078

F.No. 14(186)/2015-16/Accts/NSIT/146

Dated: 07 / 08 /2015

**CIRCULAR**

As per the provisions of Income Tax Act 1961, any income chargeable under the head salaries is subject to deduction of tax at source at the rate appropriate to the estimated salary of the year after allowing the admissible deductions under relevant sections. Further, the orders on the subject stipulate that tax should be deducted proportionately by the DDO.

At present, the tax is being deducted provisionally. All officer / officials of NSIT are hereby requested to submit their saving details for the financial year 2015-16 in the prescribed format given overleaf on or before 15/09/2015 in Accounts Branch, failing which Income Tax shall be worked out on the basis of information available and shall be deducted accordingly.



**Drawing and Disbursing Officer**

**Copy to:-**

01. All HOD'S / DR'S / Branch In-charges with the request to circulate it amongst the staff in their branch / section.
02. P.A. to Registrar, NSIT
03. P.S. to Director, NSIT



**Drawing and Disbursing Officer**

