



FINANCE & ACCOUNTS SECTION

No. MANUU/F&A/S&PC/ 2020-21/389

5<sup>th</sup> January 2021

CIRCULAR

Sub : Income Tax Deduction from Salaries during Financial Year 2020-2021  
Ref : Circular MANUU/F&A/Income Tax/ 2021 dated 14<sup>th</sup> October 2020

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Please refer to the earlier Circular cited above.

All those Faculty members, Officers and Staff of the University, who have not submitted the Income Tax Self Assessment Form for the FY 2020-21 may submit their Form along with relevant documents / proofs on or before 12<sup>th</sup> January 2021, so as to assess and calculate the anticipated Income Tax liability and consequently deduct the TDS from Salary from the monthly salaries of January and February 2021.

Please note that in case of non submission of Income Tax Self Assessment Form, IT-TDS deductions will be processed on the data available with Salary Section of MANUU. No further correspondences / requests will be entertained in this regard, after 12<sup>th</sup> January 2021.

  
FINANCE OFFICER

  
5/1/21

