



ভট্টদেৱ বিশ্ববিদ্যালয়

বজালী, পাঠশালা-৭৮১৩২৫, অসম

BHATTADEV UNIVERSITY

(A State University established under Assam Act No. XXXVI of 2017)

BAJALI, PATHSALA-781325, ASSAM

OFFICE OF THE REGISTRAR

Dr. Subhash Chandra Das
Registrar i/c

E-mail : registrar@bhattadevuniversity.ac.in
Website: www.bhattadevuniversity.ac.in

No. Bhatt.U/E&A Sec./2023/3525

Date: 22/12/2023

OFFICE CIRCULAR

In pursuance to Central Board of Direct Taxes (CBDT) Notification No.30 of 2016 dated 29th of April, 2016 & subsequent amendments there to, it is now mandatory to provide Declarations regarding TAX Exemptions/ Tax Savings Details, HRA Exemption & Other Income(s) [including exempted income] by all the employees to the employer in specified Forms prescribed by the Income TAX Department viz. Form 12BB, Form 10BA & Form 12C respectively{copy enclosed}.

In view of the above, all staff members are hereby requested to submit the Declaration Forms along with the copies of all relevant documentary evidences along with individual pay drawal statement (03 set of copies) to the Finance Department - BU by_05/01/2024 without fail otherwise the entire amount of TDS as applicable for the Financial Year 2023-2024 will be deducted from salaries of the staff members as per the rules & procedures. In this connection all teaching/non-teaching employees are hereby requested to collect the individual pay drawal statement from the Finance Department.

Again, it is to be noted that as per the new guidelines of the Income Tax Department (CBDT) the **PAN & Address of Lender** (Bank/Financial Institution) & of the **Landlord** is mandatory in case the incumbent claims for the Exemption(s) U/S 24A (Interest on House Building Advance) and U/S 10(13A) (House Rent Allowances) respectively. Hence, the Staff members must Quote the PAN & Address of Lender & Landlord to avail the aforementioned benefits.

This has the approval of Hon'ble Vice-Chancellor dated 22/12/2023

Copies of the Declaration Form(s) are available in the University web-site.

By Order,


Registrar



Memo No: No. Bhatt.U/E&A Sec./2023/3525-A

Date: 22/12/2023

Copies to -

1. PS to Vice-Chancellor for favour of kind information to Hon'ble VC.
2. All HoDs for favour of circulation to all staff members of Department.
3. Head Assistant for favour of Circulation
4. Finance Officer for favour of Information
5. Dr. Dipjyoti Kalita, Assistant Professor, Department of Chemistry- you are request to upload viz. Form 12BB, Form 10BA & Form 12C in the University website.
6. Office Copy