



केंद्रीय प्रदूषण नियंत्रण बोर्ड, दिल्ली

(पर्यावरण, वन एवं जलवायु परिवर्तन मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्था)
'परिवेश-भवन', पूर्वी अर्जुन नगर, शाहदरा, दिल्ली - ११० ०३२

मिसिल संख्या. एसी-१०१/०५/वीजी/२०१७-१८/

दिसम्बर २०, २०१७

CIRCULAR/परिपत्र

विषय: आयकर अधिनियम १९६१ के तहत वित्त-वर्ष २०१७-१८ के वेतन से आयकर की कटौती के संदर्भ में
SUBJECT: INCOME-TAX DEDUCTION FROM SALARIES DURING THE FINANCIAL YEAR 2017-18 UNDER SECTION 192 OF THE INCOMETAX ACT, 1961.

As per the Finance Act, २०१७, income-tax is mandatorily required to be deducted under Section 192 of the Act from income chargeable under the head "Salaries" for the financial year २०१७-१८ i.e. Assessment Year २०१८-१९.

2. This present Circular contains the rates of deduction of income-tax from the payment of income chargeable under the head "Salaries" during the financial year २०१७-१८ and explains certain related provisions of the Act and Income-tax Rules, १९६२ (hereinafter the Rules). The relevant Acts, Rules, Forms and Notifications are available at the website of the Income Tax Department- www.incometaxindia.gov.in.

3. Every person who is responsible for paying any income chargeable under the head "Salaries" shall deduct income-tax on the estimated income of the assessee under the head "Salaries" for the financial year २०१७-१८. The income-tax is required to be calculated on the basis of the rates given in this circular, subject to the provisions related to requirement to furnish PAN as per sec २०६AA of the Act, and shall be deducted at the time of each payment. No tax, however, will be required to be deducted at source in any case unless the estimated salary income including the value of perquisites, for the financial year exceeds ₹२,५०,०००/- or ₹३,००,०००/- as the case may be, depending upon the age of the employee.

4. Permanent Account Number (PAN) and address of the assessee are mandatory. If not furnished, tax at source is to be deducted at the prescribed rates or 20% whichever is higher without giving any rebate/deduction.

5. Section १९२(२बी) enables a taxpayer to furnish particulars of income under any head other than "Salaries" (not being a loss under any such head other than the loss under the head – Income from house property) received by the taxpayer for the same financial year and of any tax deducted at source thereon. The particulars may be furnished in the enclosed Form of 12 BB along-with annexure, which is properly to be signed and verified by the taxpayer in the manner as prescribed under Rule २६बी(२) of the Income Tax Rules.

6. DDO can take into account loss under the head – Income from house property only. Loss under any other head cannot be considered by the DDO for calculating the amount of tax to be deducted.

7. If the jurisdictional TDS officer of the Taxpayer issues a certificate of No Deduction or Lower Deduction of Tax under section १९७ of the Act, in response to the application filed before him in Form No १३ by the Taxpayer; then the DDO should take into account such certificate and deduct tax on the salary payable at the rates mentioned

therein. (Rule 24AA). The Unique Identification Number of the certificate is required to be reported in Quarterly Statement of TDS (Form 24Q).

8. Further, as per Circular ०४/२०१३ dated १७/०४/२०१३ all deductors shall issue the Part A of Form No. १६, by generating and subsequently downloading it through TRACES Portal and after duly authenticating and verifying it, in respect of all sums deducted on or after the 1st day of April, २०१२ under the provisions of section १९२ of Chapter XVII-B. Part A of Form No १६ shall have a unique TDS certificate number. 'Part B (Annexure)' of Form No. 16 shall be prepared by the deductor manually and issued to the deductees after due authentication and verification along-with the Part A of the Form No. १६.

9. **The proof of Income details & savings** under various sections of Income Tax Act may be submitted as per the following scheduled dates:

Last Date	Receipt of Form 12BB in F&A Division by 10th February 2018
Annexure	I & II along-with proof of the savings (self-attested) by 10 th February 2018.
Numbered Serially	All the enclosures must be numbered & arranged serially according to the format so that it may not lead to unattended.

10. Soft copies of this circular & saving submission in form 12BB, both are also available in the employees' corner on the CPCB's web-site i.e. <http://www.cpcb.nic.in/employee/itcircular17-18.pdf> & saving submission in form 12BB at <http://www.cpcb.nic.in/employee/form12BB.pdf> at Intranet portal (10.24.84.156/cpcb.htm)

11. An early submission of "Form 12BB" is requested to avoid last minute hardship.

(मोहन कुमार कपूर)
लेखा अधिकारी
व प्रभारी, वित्त एवं
लेखा विभाग

Encl.: As above

Income Tax Rates for the Financial Year 2017-2018

Normal tax rates applicable to a resident individual below the age of 60 years i.e. born on or after 1.4.1958

Net income range	Income-tax rates	Education Cess	Secondary and higher Education Cess
Up to ₹2,50,000	Nil	Nil	Nil
₹2,50,000 – ₹5,00,000	5% of (total income minus ₹2,50,000) [*]	2% of income-tax	1% of income-tax
₹5,00,000 – ₹10,00,000	Rs. 12,500 + 20% of (total income minus ₹5,00,000)	2% of income-tax	1% of income-tax
Above ₹10,00,000	Rs. 1,12,500 + 30% of (total income minus ₹10,00,000)	2% of income-tax	1% of income-tax

Surcharge: Surcharge is levied @ 10% on the amount of income-tax if net income exceeds ₹50 Lakh [As amended by Finance Act, 2017] but doesn't exceed ₹1 crore and @ 15% on the amount of income tax if net income exceeds ₹1 crore. In a case where surcharge is levied, EC of 2% and SHEC of 1% will be levied on the amount of income tax plus surcharge.

[*] A resident individual (whose net income does not exceed ₹ 3,50,000) can avail rebate under section 87A. It is deductible from income-tax before calculating education cess. The amount of rebate is 100 per cent of income-tax or ₹2,500, whichever is less.

Things one must know:

1. Budget 2017-18 & the Finance Bill 2017 have been tabled in Parliament. The income tax rate for those earning between Rs 2.5 lakh and Rs 5 lakh has been halved to 5%. Except this change, all other Income Tax Slab rates have been kept unchanged by the Finance Minister for the Financial Year 2017-18 (Assessment Year 2018-2019).
2. Threshold limit of exemption from personal income tax in the case of all assesses (male and female both) below the age of 60 years is ₹ 2,50,000, while for a resident senior citizen over 60 years is ₹3,00,000 and for resident super senior citizen over 80 years is ₹500,000.
3. The last date for filing of individual income tax return with the concerned ITO is 31st July 2018. E-filing of income tax return is must for assessee with annual income above ₹5 lakh.
4. Tax payers with salary income of up to ₹ 5 lakh and interest from savings bank accounts up to ₹10,000 is required to file income tax returns in ITR-1 in either mode manually or through E-filing.

Copy to:

1. PS to MS: - For kind information of MS
2. Hindi Officer: - For putting Hindi version of this circular on the CPCB web-site.
3. Incharge-I.T. Division- for publishing this circular on CPCB web-site & Intranet portal.
4. Divisional Incharges: –
For information and circulation in their division please.
5. Incharge, Zonal Offices: –
 - (i) For information and circulation in Zonal Office please.
 - (ii) Before forwarding to HO, the saving enclosures be checked by ZO Accounts Officials.**
 - (iii) To update HO for payments of allowances paid locally on regular basis.
6. Notice Board
7. Master file

(मोहन कुमार कपूर)
लेखा अधिकारी
व प्रभारी, वित्त एवं
लेखा विभाग

CP No. _____

Date: _____

To,
The Incharge- F&A Division,
Central Pollution Control Board,
East Arjun Nagar, Shahadara,
Delhi-110032

Subject: - Submission of Income Details & proof of savings in form 12BB for the Financial Year २०१७-१८

Sir,

Please find enclosed herewith form 12BB i.e. my eligible investments (on A-4 size papers) and other income during the Financial Year 2017-2018 in Annexure-I and Annexure-II duly supported & enclosed with the documentary evidence(s) & duly self-attested as per the following arrangements:

1. The enclosures are serially numbered, matched with amount and indicated against relevant column of proof of saving annexure.
2. I certify that these savings have been made by me from my own salary income/ sources during the period 1st April 2017 to 31st March 2018.
3. Proof of the proposed savings declared in annexure I & II, will be submitted in time so that it can reach to F&A Division latest by 10th February 2018.
4. I understand that
 - a. In view of the time constraint, late submission will not be considered in any case.
 - b. If I am unable to submit the self-attested saving proofs for the current savings by 10th February 2018, due tax may be deducted from my salary for the month of February and March 2018 without any further intimation to me.
 - c. The DDO will satisfy himself about the actual deposits/ subscriptions / payments made by me, by calling for such particulars/ information as he deem necessary before allowing the aforesaid deductions. In case the DDO is not satisfied about the genuineness of any deposit(s)/ subscription(s)/ payment(s) made by me, due tax will be deducted from my salary, and I would be free to claim the deductions/ rebates on such amount(s) by filing my return of income and furnishing the necessary proof etc., therewith, to the satisfaction of the Assessing Officer.
5. I will be personally responsible to Income Tax Department, Govt. of India, for all information pertaining to income tax assessment.
6. I certify that particulars furnished are true and correct to the best of my knowledge and belief.

Thanking you

yours faithfully

Encl. Annexure –I and II

CPCB Extn. No		Signature	
Mobile No		Name	
Email ID			

Form 12 BB

Annexure -1

CP No.	नाम (Name)	पदनाम (Designation)	PAN No. (Encl. copy of PAN Card)

Particulars for other income and savings:

(I) Income from house property (Give full details)

Sl NO.	Particulars	Details	Enclosure No.
01	Name of the owner & Co-owner of the House Property	:	
02	Address of House Property (Enclose documentary evidence)	:	
03	Whether it is a a. Purchase of ready built flat/house b. Semi-built up house; or c. Piece of land; on which house is constructed	: : :	
04	Whether Housing loan taken, if yes, a. Name & address of the bank/ Organisation; & b. Date of loan (attach sanction / disbursement letter from bank)	: : :	
05	Permanent Account Number of the Lender	:	
06	Date of possession of house along with completion certificate	:	
07	Whether the House Property is Self Occupied	: Yes / No	
08	Whether any part of this House Property is let out during the financial year? If yes, give details.	:	
09	Housing Loan Interest Due/Paid/to be paid during the Financial Year ending 31st March 2018 (Attach prescribed certificate from Money Lender bank / Organisation)	:	
10	Out of the above Housing Loan interest, how much is being claimed this year as deduction	:	
11	Whether Co-applicant is claiming any deduction from his/her income	:	
12	Interest on HBA for Pre-construction period claimed during this year	:	
13	Source(s) for repaying the Housing Loan (Principal and Interest, both)	:	
14	In case of Co-owner/Co-borrower, Give full details about his/her employment / profession in a separate sheet	:	
15	House Property is declared in Annual Declaration of property statement to CPCB	: Yes / No	

"I, (name of the assessee), do hereby declare that the above particulars furnished above are true to the best of my information and belief".

Signature_____

(II) Other Income declared:

1. Honorarium : _____
2. Saving Bank Interest : _____
3. FDR (Time Deposit) Interest : _____
4. CPCB T/C Society interest : _____
5. Monitoring Allowance : _____
6. Medical Bill Reimbursement(without hospitalization),
If taken more than ` 15,000/- during the year: _____
7. Agricultural Income. (if more than ` 5,000 during the year): _____
(For determination of tax rate purposes only)
8. **Any Other income (Give Full Details)**
 - (a)..... : _____
 - (b)..... : _____

(III) Employees, who are in receipt of house rent allowance (HRA) and want to get exemption of HRA under section 10 (13A) in computing of total income, should furnish the following particulars:

i)	Monthly rent In support of claim, please provide <u>(i) rent agreement</u> ; and <u>(ii) monthly rent receipts</u>	:				
ii)	House Owner' Name Address Telephone No.	:				
iii)	PAN of House Owner	:				
iv)	Address of House taken on rent	:				
v)	Total Amount of rent paid / will be paid during the financial year 2017-18 (Enclosure No.....)	:	April-17	May-17	June-17	July-17
			`	`	`	`
			Aug-17	Sep-17	Oct-17	Nov.-17
			`	`	`	`
			Dec-17	Jan-18	Feb-18	Mar-18
			`	`	`	`

Certified that the particulars furnished by me in annexure-I of Form 12BB are correct and true to the best of my knowledge and belief.

Date:

Signature_____

Form 12 BB

Annexure-II

DEDUCTION UNDER CHAPTER VI-A IN RESPECT OF PAYMENTS:

Deduction Under Section 80 (C), 80-CCC and 80-CCD (aggregate amount of Maximum amount of Deduction ` 1,50,000/- or the amount of investment, which ever is lower)

<u>Sl No.</u>	<u>Nature of Deduction</u>	<u>Amount of Investment</u>
---------------	----------------------------	-----------------------------

Deduction under Section 80 (C):

(1a) Life Insurance Premium (minimum holding period 2 years)- Which are actually paid during 2017-18
(USE multiple sheets if you have more policies)

Name of Insurance Co.	Policy No.	Sum Assured	Policy Term	Mode: Monthly / Qly / Half-yearly / Yearly	Premium Amount	Enclosure No.
1	2	3	4	5	6	7
Life Insurance POLICIES TAKEN BEFORE APRIL 1, 2012 (premium paid will be allowed to extent of 20% of sum assured)						
Life Insurance POLICIES TAKEN during 2012-2013 and after on the life of other person who is not a person with disability (premium paid will be allowed to extent of 10% of sum assured)						
Life Insurance POLICIES TAKEN for a person with disability covered under section 80 DDB AFTER APRIL 1, 2013 (premium paid will be allowed to extent of 15% of sum assured)						

<u>Sl No.</u>	<u>Nature of Deduction</u>	<u>Savings up to February 10th 2018 (Attach photocopy)</u>	<u>Enclosure No.</u>
(2)	Contribution in Contributory Provident Fund (CPF)		
(3)	Contribution for participating in ULIP of UTI, LIC etc (minimum holding period 5 years)		
(4)	Contribution to Notified Mutual Funds		
(5)	<u>Principal Repayment of House Building Loan:</u> Payment by way of installment or part payment of loan taken for purchase / construction of a residential property (minimum holding period 5 years)		
(6)	Recognized Mutual Funds		
(7)	5-Yr post office time deposit (POTD) scheme		

	<i>The Interest is entirely taxable.</i>			
(8)	Fixed deposit for 5 years or more with schedule bank (under tax saving scheme)			
(9)	Amount invested in approved debentures of, and equity shares in, a public company engaged in infrastructure including power sector			
(10)	Tuition fees to any University / College /Educational Institution in India for full time education of any two children.			
(11)	<p><u>Sukanya Samriddhi Account Deposit Scheme</u> (max. limit ` 1,50,000/-) SSA can be opened in the name of a girl child from the birth of the girl child till she attains the age of ten years. Deposits of up to Rs 1.5 lakh can be added to a Sukanya Samriddhi Yojana account for tax saving under Section 80C. The current interest rate for FY2016-17 on Sukanya Samriddhi Yojana deposits has been set at 8.6%. Deposits in this scheme have to be made for a girl child by the parent or guardian. The interest is compounded annually and is fully exempt from tax. The receipts upon maturity are also tax-free. The Sukanya Samriddhi Yojana account matures 21 years after opening the account. A partial withdrawal of up to 50% of the previous year's balance is allowed after the account holder turns 18.</p>			
(12)	National Savings Certificates, VIII / IX issue			
	Date of Purchase	Amount of NSC `		
(13)	Accrued Interest on NSC:			
	Date of Purchase	Amount of NSC `		
(14)	Contribution (not being repayment of loan) towards 15 years PPF Scheme (max. limit ` 1,50,000/-)			
(15)	Payment in respect of any non commutable deferred annuity (UTI,LIC, Kothari)			
(16)	Contribution towards an approved superannuation fund			
<u>Deduction under Section 80 (CCC):</u>				
(1)	Pension fund (Maximum ` 1,50,000/-)			
	Name of Fund	Date of Investment	Amount of Investment (`)	
Contributions to 'Atal Pension Yojana'				<u>NEW</u>
Eligible for Tax Deduction under section 80CCD.				
<u>Deduction under Section 80 (CCD-1):</u>				
(1)	Employees' contribution to New Pension scheme (NPS) of Central Govt. (upto 10% of BP+DP+DA)			
<u>Deduction under section 80 CCD(1B)</u>				<u>NEW</u>
This additional tax deduction of Rs 50,000 u/s 80CCD (1b) is over and above this Rs 1.5 Lakh limit				

(1)	Additional contribution upto `50,000/- towards New Pension scheme (NPS) w.e.f. financial Year 2017-18 (AY 2018-19) onwards		
<u>Deduction under Section 80 (CCD-2):</u>			
(1)	Employers' contribution to New Pension scheme of Central Govt. (upto 10% of BP+DP+DA)		<u>NEW</u>
<u>Section 80 (CCG):</u>			
<u>Deduction for Rajeev Gandhi Equity Saving Scheme (RGESS):</u>			
50% Tax deduction for those whose annual income is below `10 lakh and who invest up to `50,000 in stocks.			
<i>"Provided that an assessee, who has acquired listed equity shares or listed units of an equity oriented fund in accordance with the scheme referred to in sub-section (1) and claimed deduction under this section for any assessment year commencing on or before the 1st day of April, 2017, shall be allowed deduction under this section till the assessment year commencing on the 1st day of April, 2019, if he is otherwise eligible to claim the deduction in accordance with the other provisions of this section."</i>			
<u>The scheme is for individuals with annual income of below `10 lakh, will have a lock-in period of 3 years.</u>			
<u>Deduction under Section 80-D:</u>			
(1)	<u>Medical insurance Premia:</u> (i) Part I: A deduction upto `25,000 on the life of taxpayer, his/her spouse and his/her dependent children; Preventive Health Check-up: A deduction of upto `5,000/- for preventive health check-up of Self, Spouse, Parent(s) or dependent children under section 80-D Part II: Further a deduction upto `25,000 is available on the life of father and / or mother of the taxpayer towards medi-claim policy. (ii) An additional deduction of `5,000/- available if medi-claim policy is taken on the life of a resident who is at least <u>60 years of age</u> at any time during the previous year. This is irrespective of whether they're dependent on you or not. <u>No deductions can be claimed for in-laws.</u> (iii) Any payment made on account of medical expenditure in respect of a super senior citizen (80 years and above), if no payment has been made to keep in force an insurance on the health of such person, as does not exceed `30,000/- shall be allowed as deduction under section 80-D. The aggregate deduction available to any individual in respect of health insurance premia and the medical expenditure incurred would, however, be limited to `30,000. Similarly, aggregate deduction for health insurance premia and medical expenditure incurred in respect of parents would be limited to `30,000. (Total `60,000 max.)		<u>NEW</u>
<u>Deduction under Section 80-DD:</u>			
(1)	Maintenance including medical treatment of a handicapped dependent (having any disability of not less than 40%) Available Deduction - `75,000, or actual expenditure incurred, whichever is lesser. For severe handicap conditions (more than 80%) `1,25,000/- is the deduction limit. Scope of Deduction - Deduction can be claimed for dependent		

	parents, spouse, children and siblings. <u>Please note that Dependent must not have claimed any deduction for their disability.</u>		
<u>Deduction under Section 80-DDB:</u> Medical expenditure on specified disease or ailment:			
(1)	Deduction of `40,000 or `60,000 (for senior citizen above 60 years of age but below 80 years) and `80,000 for very senior citizen (above 80 years of age) in respect of medical expenditure on specified disease or ailment incurred Expenditure must be actually incurred by resident assessee on himself or dependant relative for medical treatment of specified disease or ailment. The diseases have been specified in Rule HDD. A certificate in form 101 is to be furnished by the assessee from any registered doctor working in a Govt. Hospital) subject to reduction of amount reimbursed by any Insurance company or CPCB		
<u>Deduction under Section 80-E:</u>			
(1)	<u>Interest on loan taken for higher studies:</u> Entire payment of interest on loan for higher studies is deductible for a maximum period of 8 years from the year in which loan repayment is started or until the above interest paid in full, whichever is earlier		
<u>Deduction under Section 80-EE</u>			
(1)	This was a new proposal which had been made in Budget 2016-17. The same will be continued in FY 2017-18 / AY 2018-19 too. First time Home Buyers can claim an additional Tax deduction of up to Rs 50,000 on home loan interest payments u/s 80EE. The below criteria has to be met for claiming tax deduction under section 80EE. <ul style="list-style-type: none"> • The home loan should have been sanctioned during / after FY 2016-17. • Loan amount should be less than Rs 35 Lakh. • The value of the house should not be more than Rs 50 Lakh & • The home buyer should not have any other existing residential house in his name. 		
<u>Deduction under Section 80-G:</u> Contributions made to certain relief funds and charitable institutions can be claimed as a deduction under Section 80G of the Income Tax Act. This deduction can only be claimed when the contribution has been made via cheque or draft or in cash. In-kind contributions such as food material, clothes, medicines etc do not qualify for deduction under section 80G. The donations made to any Political party can be claimed under section 80GGC. W.e.f FY 2017-18, the limit of deduction under section 80G / 80GGC for donations made in cash is reduced from current Rs 10,000 to Rs 2,000 only.			
<u>Donations made for charitable purposes:</u> In respect of section 80G, no deduction should be allowed by the employer/DDO, from the salary income. The tax relief on such donations u/s 80G will have to be claimed by the taxpayer in ITR. However, DDOs, on due verification, may allow donations to <u>the following bodies to the extent of 50% of the contribution</u> ": a) <u>and to the following bodies to the extent of 100% of the contribution:</u> 1) Kindly check the eligibility from the above list before putting any			

amount against this column.			
<u>Deduction under Section 80 TTA:</u>			
(1)	A deduction upto `10,000/- in aggregate is available in respect of any income by way of interest on deposits (not being time deposits) in a saving bank account with- a. a banking company; b. a co-operative society engaged in carrying on the business of banking (including a co-operative land mortgage bank or a co-operative land development bank); or c. a post office		
<u>Deduction under Section 87A:</u>			NEW
(1)	<u>AS per section 87A as amended by Finance Act, 2017:</u> A resident individual (whose net income does not exceed `3,50,000) can avail rebate under section 87A. It is deductible from income-tax before calculating education cess. The amount of rebate is 100 per cent of income-tax or `2,500, whichever is less.		
<u>Exemption under section 10(15)(i):-</u>			
(1)	Post office saving bank interest is exempt upto `3,500/- (in an individual account) and `7,000/- (in a joint account) by virtue of notification no. 32/2011 dated June 3, 2011 read with notification no. GSR 607 dated June 9, 1989.(The deduction under section 80 TTA will be allowed over and above this limit).		
DEDUCTION UNDER CHAPTER VI-A IN RESPECT OF CERTAIN INCOMES:			
<u>Deduction under Section 80-U:</u>			
(1)	<u>Income of a person with disability:</u> Not less than 40% of any disability given in the aforesaid section and submission of a copy of certificate issued by Medical Authority. Certificate should be obtained from a Govt. Doctor. The relevant rule is Rule 11D. (Format may be taken from F&A Division, if required). Subject to certain conditions and subject to fixed deduction of `75,000. A higher deduction `1,25,000/- is available in respect of person with severe disability over 80%.		

Certified that the particulars furnished by me in annexure-II of Form 12 BB are correct and true to the best of my knowledge and belief.

Date:

Signature_____

Name_____