

कार्यालय रक्षा लेखा प्रधान नियंत्रक  
**Principal Controller of Defence Accounts**  
सं. 107, लोअर अग्रम रोड, अग्रम पोस्ट, बेंगलूर - 560 007  
No.107, Lower Agram Road, Agram Post, Bangalore-560 007  
**IMPORTANT CIRCULAR**  
(THROUGH WEBSITE)

Sub: Change in GPF Subscription and Income Tax details for the FY 2020-21.

It is enjoined upon Officer/Staffs of all the Sections in Main Office and all the Sub Offices to furnish the following details in respect of officers/staffs of respective sections/offices **by 13<sup>th</sup> March, 2020 positively** in soft copy only (scanned copy of the sheet after obtaining the signature of individuals) to the email id of AN Pay-I section i'd : **pcdablrnpay1.dad@hub.nic.in**

1. Change in GPF Subscription w.e.f. 03/2020, if any, in respect of officers/staffs for the year 2020-21 in the following format may be provided. It may be ensured that GPF subscription should be within the maximum/minimum limit permissible as per GPF Rules. Forwarding of individual applications may be avoided.

Name of Office/Section				
Details regarding change in GPF Subscription rate w.e.f : 03/2020 for FY 2020-21				
Sl no	Account No	Name & Designation	GPF Subscription rate	Signature
01	02	03	04	05

2. As per Section 192 of the Income Tax, "The DDO is required to calculate the total income of the employees on account of salary and any other income reported by the employee after considering the savings/deductions committed by him under Chapter VI-A of the Income Tax (Section 80 C to Section 80 TTA) and to deduct 1/12<sup>th</sup> of the total tax liability in 12 monthly instalments from March onwards." For this purpose, the details of deductions for the FY 2020-21 along with duly filled **FORM NO. 12BB (Annexure IIa, see under rule 26C, a copy of form is enclosed)** may be furnished in the format below :

Name of Office/Section				
Sl. No	Account no	Name & Designation	Income Tax for FY 2020-21 (Appx to 1/12 <sup>th</sup> of IT for FY 2020-21)	Signature of the employee
01	02	03		05

3. In absence of furnishing the above details along with Form No.12 BB, the tax liability will be calculated as if there would not be any saving other than GPF/NPS/CGEIS/CGHS and tax will be calculated and deducted @ of 1/12<sup>th</sup> of tax so calculated.

The circular may please be got noted by all the officers/staff.

PCDA has seen.

No: ANPAY/1/CIRCULAR  
Dated: 09 /03/2020

*Nirmala BK*  
DCDA(AN-PAY) 09/03/20

**Distribution:** To all through Website.

EDP Section (Local) .... For uploading on website of PCDA, Bangalore.

## 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, as the case may be, of the employee:			
3. Financial year:			
<b>Details of claims and evidence thereof</b>			
Sl No.	Nature of claim	Amount (Rs.)	Evidence / particulars
(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, as the case may be, of the landlord		
	Note: Permanent Account Number or Aadhaar number, as the case may be, 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, as the case may be, of the lender		
	(a) Financial Institutions(if available)		
	(b) Employer(if available)		
	(c) Others		
4	Deduction under Chapter VI-A		
	(A) Section 80C, 80CCC and 80CCD		
	(i) Section 80C		
	(a)		
	.....		
	.....		
	(b)		
	.....		
	.....		
	(c)		
	.....		
	.....		
	(d)		