



दक्षिण रेलवे/SOUTHERN RAILWAY

No.P(R)356/P/Vol.XV

प्रधानकार्यालय/ Headquarters Office  
कार्मिक शाखा/ Personnel Branch  
चेन्नै/Chennai - 600 003  
दि./ Dated: 04-02-2016

पी बी सी सं/ PBC No: 12 / 2016

All PHODs / DRMs / CWMs / CEWE / CAO / CPM / Dy.CPOs / Sr.DPOs /  
DPOs / SPOs / WPOs / APOs of HQ / Divisions / Workshops / other Units, etc.,  
(As per mailing list -'A' )

विषय/Sub: Deduction of Tax at source – Income Tax deduction from  
salaries during the Financial Year 2015 – 16 under Section  
192 of the Income Tax Act, 1961.

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A copy of Railway Board's letter No.F(X)I-2015/23/3 dt.04-01-2016 on the above  
subject is enclosed for information, guidance and necessary action.

Copy of Circular No.20/2015(F.No. 275/192/2015-IT(B) referred in the above letter  
may be downloaded from the Income Tax Department's website  
[www.incometaxindia.gov.in/communications/circular/circular20\\_2015.pdf](http://www.incometaxindia.gov.in/communications/circular/circular20_2015.pdf).


Detailed instructions on Deduction of Income Tax from Railway Employees were  
already circulated to all concerned vide PBC 20 / 2011 dt. 16-03-2011.

As per the above guidelines Pay Bill Drawing / Preparing Officer are the competent  
officials to deduct Income Tax and should ensure timely and correct deductions of Income  
Tax in every quarter. Further it is the responsibility of all the Sr.EDPM / other bill preparing  
computer centres to assess the Income Tax in the month of March itself and the recovery is  
to be made in 12 equated monthly instalments from March to February of current  
assessment year.

Accordingly employees are required to furnish declarations regarding savings /  
income / investments at the beginning of the year itself so that Income Tax recoveries are  
correctly effected in equated monthly instalments.

All the instructions / guidelines issued for deduction of tax at source should be  
followed scrupulously to avoid any issue of notices to the employer for short recovery of  
Income Tax..

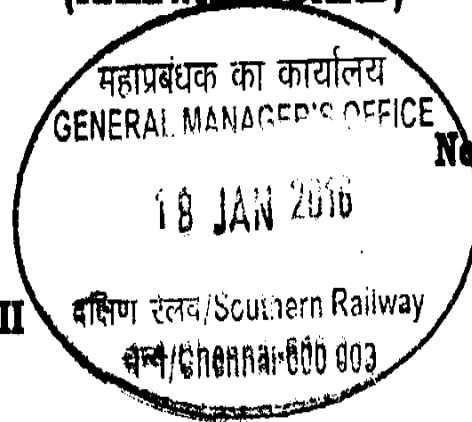
संलग्न/Encl: as above

  
(B.INDUMATHY)  
Asst. Personnel Officer/M&E  
कृते मुख्य कार्मिक अधिकारी  
For Chief Personnel Officer

प्रतिलिपि/Copy to : The Genl Secy / SRMU  
The Genl Secy / AISCSTREA  
The Genl Secy / AIOBCREA  
The Genl Secy / NFIR

**GOVERNMENT OF INDIA (BHARAT SARKAR)  
MINISTRY OF RAILWYS (RAIL MANTRALAYA)  
(RAILWAY BOARD)**

No. F(X)I-2015/23/3



New Delhi, dated 04.01.2016

As per Standard List I, II, III

**Sub.: Deduction of Tax at source - Income Tax deduction from salaries during the Financial year-2015-16 under Section 192 of the Income Tax Act, 1961.**

Copy of Circular No.20/2015 [(F. No. 275/192/2015-IT(B)] dated 02.12.2015 issued by Ministry of Finance (Department of Revenue) Central Board of Direct Taxes, on the above noted subject are enclosed for information and guidance.

2. It is further advised that in case more copies of the said Circular are required, these may be obtained from the website of Income Tax Department [www.incometaxindia.gov.in/communications/circular/circular20\\_2015.pdf](http://www.incometaxindia.gov.in/communications/circular/circular20_2015.pdf).

3. Please acknowledge receipt.

  
(Niraj Kumar)  
Director, Finance (Exp.)-I  
Railway Board