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UNIVERSITY COLLEGE OF MEDICAL SCIENCES

(University of Delhi)

& GURU TEG BAHADUR HOSPITAL

Dilshad Garden,

DELHI-110 095

MC/Salary/2022-2023/

Dated: 02.11.2022

Office Order

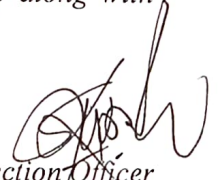
All the staff members are required to fill-up the Income Tax Declaration Form for the Financial Year 2022-23 and dully filled up Form to be submitted in the Salary Section, Room No.201 latest by 15th November, 2022.

The Income Tax Declaration Forms for Teaching, Senior Residents and Non - Teaching Staff are being enclosed herewith.

Junior Residents (PG's) may collect their Income Tax Declaration Forms from the Salary Section, Room No.201.

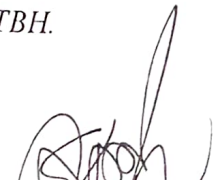
IMPORTANT

- 1. The Savings declaration(s) must be supported by sufficient documentary proof failing which, we will be compelled to deduct tax on the income otherwise arrived, if opted, existing Tax Regime.*
- 2. All Columns of Part-1 of the Declaration Form are to be filled up neatly, the information asked is absolutely necessary for the institution to file its return, therefore, do not leave any column unattended.*
- 3. The College is not permitted to refund Income Tax once deducted from Salary, therefore, it would be in your own interest to submit the declaration form duly filled-up along with supporting documents by the due date in order to avoid excess deductions.*


Section Officer
(Salary))

Copy for information and circulation among Teaching/Non-Teaching Staff, SR's and PG's

- 1. The Head, Department of _____, UCMS & GTBH.*
- 2. The Asstt. Registrar to Principal/Jt. Registrar, UCMS.*
- 3. The Dy. Registrar, UCMS*
- 4. The Asstt. Registrar, Research/Academic/Central Store/Establishment/CCS/General, UCMS.*
- 5. The Section Officer, Estab./Academic/General Section, UCMS.*
- 6. The In charge, Library, UCMS.*
- 7. The Prof. I/C Lecture Halls/Central Workshop/H.L.S./Emergency Lab., UCMS & GTBH.*
- 8. Notice Board.*
- 9. College Website.*


Section Officer