

OFFICE OF THE PRINCIPAL DISTRICT & SESSIONS JUDGE,
NEW DELHI DISTRICT, PATIALA HOUSE COURTS COMPLEX, NEW DELHI

CIRCULAR

Sub: Calculation of Income Tax for the Financial Year 2024-2025 corresponding to the Assessment Year 2025-2026.

All the Ld. Judicial Officers and staff members posted in New Delhi District are informed that they are required to fill and submit Actual / Proposed Savings Form for the Financial Year 2024-2025 corresponding to the Assessment Year 2025-2026. The enclosed form may please be completed by mentioning the details of actual / proposed savings for the period 01.04.2024 to 31.03.2025, so as to enable this office to calculate the Income Tax to be deducted at source from the salaries u/s 192 of the Income Tax Act, 1961. It is requested that realistic proposed savings details may be submitted, so as not to leave any scope for major alterations towards the end of financial year.

It may be ensured that duly filled proposed savings form reaches this office latest by **30.09.2024**, so that income tax deducted at source may be computed and apportioned from the salary w.e.f. **October-2024** onwards. The documentary proof of actual savings is to be submitted latest by 10.01.2025 positively.

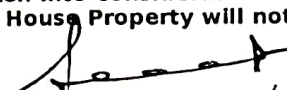
It is mandatory for all the employees to choose one of the two tax regimes, so that the Income Tax can be computed and deducted accordingly, failing which, Income Tax will be calculated and deducted as per default tax regime i.e. **NEW TAX REGIME**. No further reminder shall be issued in this regard.

The existing rates of Income Tax as per Old and New Tax Regimes are as follows:

S. NO.	Taxable Income as per Old Tax Regime	Tax Rates under Old Tax Regime	Taxable Income as per New Tax Regime	Tax Rates under New Tax Regime
1.	Upto Rs. 2,50,000	NIL	Upto Rs. 3,00,000/-	NIL
2.	From 2,50,001 to 5,00,000	5%	From 3,00,001 to 7,00,000	5%
3.	From 5,00,001 to 10,00,000	20%	From 7,00,001 to 10,00,000	10%
4.	Above Rs. 10,00,000	30%	From 10,00,001 to 12,00,000	15%
5.			From 12,00,001 to 15,00,000	20%
6.			Above Rs. 15,00,000/-	30%
	Edu. Cess @ 4 % of Income Tax		(Edu. Cess @ 4 % of Income Tax	
	(Standard Deduction Rs. 50,000/-		(Standard Deduction Rs. 75,000/-	

All the Ld. Judicial Officers and staff members drawing salary from this office are requested to submit their option to choose either of the above mentioned tax regimes for the Financial Year 2024-2025 (Assessment Year 2025-2026) for the purpose of monthly income tax deduction from their Pay and Allowances. This option should be submitted to the Accounts Branch, New Delhi District, Patiala House Courts Complex (through R & I Branch) **latest by 30.09.2024**.

Note: Please do not forget to fill up PAN No., residential address and Telephone/Mobile phone number. Forms submitted without these details shall not be taken into consideration. Further, Income sources under heads other than Salary income and income from House Property will not be considered by this office.


(SANDEEP GARG)
Head of Office/Judge Incharge,
Delhi Mediation Centre,
New Delhi District,
Patiala House Courts,
New Delhi.

Encl: Annexures-A (Form of Proposed Savings) & B (Guidelines for proposed savings)

No. 26026-26105 /Accounts/PB/PHC/2024-2025

Dated 12/9/24

Copy forwarded for information and necessary action to:-

- 1) The P.S to Ld. Principal District and Sessions Judge, New Delhi District, PHC, with the request to bring this circular into the notice of staff in the Personal Office.
- 2) All the Ld. Judicial Officers, NDD, PHC with request to bring this circular into the notice of staff posted in their courts.
- 3) The AO(J)/Branch Incharges, of all the branches of New Delhi District, PHC with request to bring this circular into the notice of the staff posted in their Branches.
- 4) The Incharge, Computer Branch, New Delhi District, PHC with request to upload this circular on the official website.
- 5)


(Link Drawing and Disbursing Officer),
New Delhi District,
PHC, New Delhi

Last Date for submission: 30.09.2024
For Documents submission: 10.01.2025

PROPOSED SAVINGS (FINANCIAL YEAR 2024-2025)

Mr./Ms. _____ for the Financial Year 2024-25

Designation _____ Emp. Code/PIN _____

PAN No. _____ Mob No. _____

Residential Address: _____

- 1) Rent Rs. _____ Per Month X 12 = _____
- 2) Enclosed Original rent receipt (if rent paid is under Rs. 100000/- & Copy of Rent Agreement)
- 3) Enclosed Copy of Land Lord's PAN Card is mandatory alongwith the detail of payment made by cheque or any other mode, if amount of rent exceeds from Rs. 100000/- annually.
- 4) (If Rented accommodation must be available in the SERVICE BOOK RECORDS.)

OPTION FOR INCOME TAX CALCULATION (Kindly select one option)

Option-I New Tax Regime (Default Tax Regime) _____

Option-II Old Tax Regime _____

NOTE: - Option -I (New Tax Regime) is the default tax regime as per Circular dated 05/04/2023 issued by Ministry of Finance, Deptt. Of Revenue, Govt of India. However, employee may also opt Old Tax Regime. Kindly choose one option, so that the tax can be computed and deducted accordingly. This option can be exercised only once in F.Y and cannot be changed within that financial Year. If no option choosed, the Income tax will be calculated and deducted as per default tax regime i.e New Tax Regime.

5. Deduction under chapter VI-A:

1. Physical disability of any dependent(u/s 80-DD)

(upto 75000/- for 40% disability and 1.25 lakh as the case may be (u/s 80-DD.) Rs _____

2. Medical Insurance max 25000/- as the case may be (u/s 80-D) Rs. _____

3. Savings u/s 80-C

- 1) GPF / CPS Contribution(80CCD(1)) Rs. _____
- 2) CGEGIS/Group Insurance Rs. _____
- 3) Life Insurance Premium (LIC) Rs. _____
- 4) PLI Rs. _____
- 5) Sukanya Samriddhi Account Deposit Scheme Rs. _____
- 6) Repayment of HBA (Principal Amount only) Rs. _____
- 7) Mutual Fund /Equity Linked Saving Scheme) Rs. _____
- 8) PPF/NSC Rs. _____
- 9) Tuition Fee Rs. _____
- 10) Stamp duty charges for purchase of a new house Rs. _____
- 11) Any other (Please specify) Rs. _____

Total (i to xi)

Grand Total: _____

6. NPS(u/s 80CCD(1)(B) (upto Rs. 50000/- maximum) Rs. _____

7. Interest on Housing Loan upto. 2,00,000/- as the case may be Rs. _____
(Kindly enclosed Provisional Interest Certificate with undertaking to claim 100% rebate or 50% in case of Co-buyer)

Signature: _____

Name: _____

Designation _____

Pin No/Emp Code: _____

Posting: _____

Contact No. _____

Note: If saving documents, as mentioned in proposed saving form are not submitted by 10.01.2025, the benefit will not be given and tax will be deducted at source as per the records available in the office.
Income from other heads of sources will not be entertained by this office

Enclose the home loan certificate for the financial year 2024-2025