

# Form 16

**Form16 Details:**

Employee Name: UNDRAJAVARAPU VIJAY KUMAR  
Employee PAN: AEKPU6280Q  
Employee Serial Number: 3450605  
Employee Designation: Business Analyst - Analytics  
Form16 Control Number: 3450605/AEKPU6280Q  
Assessment Year: 2024-25

**Signature Details:**

This form has been signed and certified using a Digital Signature Certificate as specified under section 119 of the Income-Tax Act, 1961. (Please refer Circular No.2/2007.dated 21-5-2007).

The Digital Signature of the signatory has been affixed in the box provided below. To see the details and validate the signature, you should click on the box

Digitally Signed by : Siddhartha Chandoke  
Digitally Signature Certificate issued by : mtnlTrustLine Class 2 Individual Subscriber Sub CA G1  
Serial Number of DSC :  
Number of Pages : 9 (including this page)



UNDRAJAVARAPU VIJAY KUMAR 3450605

**FORM NO. 16**

[See rule 31(1)(a)]

**PART A**
**Certificate under Section 203 of the Income-tax Act, 1961 for tax deducted at source on salary paid to an employee under section 192 or pension/interest income of specified senior citizen under section 194P**

Certificate No. FGOMBSA		Last updated on 19-May-2024	
Name and address of the Employer/Specified Bank		Name and address of the Employee/Specified senior citizen	
METLIFE GLOBAL OPERATIONS SUPPORT CENTER PRIVATE LIMITED 21, MAPLE, PAHARPUR BUSINESS, NEHRU PLACE, NEW DELHI - 110019 Delhi +(91)11-26207575 schandoke@metlife.com		VIJAY KUMAR UNDRAJAVARAPU 9-634/1, KONTHAMURU, B C COLONY, RAJAHMUNDY RURAL, EAST GODAVARI DIST - 533102 Andhra Pradesh	
PAN of the Deductor	TAN of the Deductor	PAN of the Employee/Specified senior citizen	Employee Reference No. provided by the Employer/Pension Payment order no. provided by the Employer (If available)
AAFCM5000N	DELM15950E	AEKPU6280Q	
CIT (TDS)		Assessment Year	Period with the Employer
The Commissioner of Income Tax (TDS) Aayakar Bhawan, District Centre, 6th Floor Room no 610, Hall no. 4, Luxmi Nagar, Delhi - 110092		2024-25	From 01-Apr-2023 To 31-Mar-2024

**Summary of amount paid/credited and tax deducted at source thereon in respect of the employee**

Quarter(s)	Receipt Numbers of original quarterly statements of TDS under sub-section (3) of Section 200	Amount paid/credited	Amount of tax deducted (Rs.)	Amount of tax deposited / remitted (Rs.)
Q1	QVKXNTQG	194270.00	2942.00	2942.00
Q2	QVMYWOOE	194273.00	2869.00	2869.00
Q3	QVOIPGMB	194228.00	6723.00	6723.00
Q4	QVQEDNTB	201858.00	17068.00	17068.00
Total (Rs.)		784629.00	29602.00	29602.00

**I. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH BOOK ADJUSTMENT**

(The deductor to provide payment wise details of tax deducted and deposited with respect to the deductee)

Sl. No.	Tax Deposited in respect of the deductee (Rs.)	Book Identification Number (BIN)			
		Receipt Numbers of Form No. 24G	DDO serial number in Form no. 24G	Date of transfer voucher (dd/mm/yyyy)	Status of matching with Form no. 24G
Total (Rs.)					

**II. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH CHALLAN**

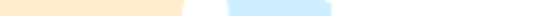
(The deductor to provide payment wise details of tax deducted and deposited with respect to the deductee)

Sl. No.	Tax Deposited in respect of the deductee (Rs.)	Challan Identification Number (CIN)			
		BSR Code of the Bank Branch	Date on which Tax deposited (dd/mm/yyyy)	Challan Serial Number	Status of matching with OLTAS*
1	2415.00	6390009	02-05-2023	07629	F
2	149.00	6390009	03-06-2023	09918	F
3	378.00	6390009	06-07-2023	54262	F
4	618.00	6390009	03-08-2023	12622	F

Sl. No.	Tax Deposited in respect of the deductee (Rs.)	Challan Identification Number (CIN)			
		BSR Code of the Bank Branch	Date on which Tax deposited (dd/mm/yyyy)	Challan Serial Number	Status of matching with OLTAS*
5	950.00	6390009	06-09-2023	17222	F
6	1301.00	6390009	04-10-2023	19409	F
7	1725.00	6390009	06-11-2023	25389	F
8	2226.00	6390009	04-12-2023	22330	F
9	2772.00	6390009	04-01-2024	30019	F
10	3430.00	0180002	05-02-2024	20378	F
11	5094.00	6390009	06-03-2024	25269	F
12	8544.00	0180002	04-04-2024	10521	F
<b>Total (Rs.)</b>	<b>29602.00</b>				

## Verification

I, SIDDHARTHA CHANDOKE, son / daughter of PAWAN KUMAR CHANDOKE working in the capacity of AVP HEAD C AND B (designation) do hereby certify that a sum of Rs. 29602.00 [Rs. Twenty Nine Thousand Six Hundred and Two Only (in words)] has been deducted and a sum of Rs. 29602.00 [Rs. Twenty Nine Thousand Six Hundred and Two Only] has been deposited to the credit of the Central Government. I further certify that the information given above is true, complete and correct and is based on the books of account, documents, TDS statements, TDS deposited and other available records.

Place	NEHRU PLACE	
Date	03-Jun-2024	
Designation: AVP HEAD C AND B		Full Name:SIDDHARTHA CHANDOKE

## Notes:

- Part B (Annexure) of the certificate in Form No.16 shall be issued by the employer.
- If an assessee is employed under one employer during the year, Part 'A' of the certificate in Form No.16 issued for the quarter ending on 31st March of the financial year shall contain the details of tax deducted and deposited for all the quarters of the financial year.
- If an assessee is employed under more than one employer during the year, each of the employers shall issue Part A of the certificate in Form No.16 pertaining to the period for which such assessee was employed with each of the employers. Part B (Annexure) of the certificate in Form No. 16 may be issued by each of the employers or the last employer at the option of the assessee.
- To update PAN details in Income Tax Department database, apply for 'PAN change request' through NSDL or UTITSL.

## Legend used in Form 16

## \* Status of matching with OLTAS

Legend	Description	Definition
U	Unmatched	Deductors have not deposited taxes or have furnished incorrect particulars of tax payment. Final credit will be reflected only when payment details in bank match with details of deposit in TDS / TCS statement
P	Provisional	Provisional tax credit is effected only for TDS / TCS Statements filed by Government deductors. "P" status will be changed to Final (F) on verification of payment details submitted by Pay and Accounts Officer (PAO)
F	Final	In case of non-government deductors, payment details of TDS / TCS deposited in bank by deductor have matched with the payment details mentioned in the TDS / TCS statement filed by the deductors. In case of government deductors, details of TDS / TCS booked in Government account have been verified by Pay & Accounts Officer (PAO)
O	Overbooked	Payment details of TDS / TCS deposited in bank by deductor have matched with details mentioned in the TDS / TCS statement but the amount is over claimed in the statement. Final (F) credit will be reflected only when deductor reduces claimed amount in the statement or makes new payment for excess amount claimed in the statement

**FORM NO. 16**
**PART B**

**Certificate under section 203 of the Income-tax Act, 1961 for tax deducted at source on salary paid to an employee under section 192 or pension/interest income of specified senior citizen under section 194P**

Certificate No. FGOMBSA		Last updated on 19-May-2024	
Name and address of the Employer/Specified Bank		Name and address of the Employee/Specified senior citizen	
METLIFE GLOBAL OPERATIONS SUPPORT CENTER PRIVATE LIMITED 21, MAPLE, PAHARPUR BUSINESS, NEHRU PLACE, NEW DELHI - 110019 Delhi +(91)11-26207575 schandoke@metlife.com		VIJAY KUMAR UNDRAJAVARAPU 9-634/1, KONTHAMURU, B C COLONY, RAJAHMUNDRY RURAL, EAST GODAVARI DIST - 533102 Andhra Pradesh	
PAN of the Deductor	TAN of the Deductor	PAN of the Employee/Specified senior citizen	
AAFCM5000N	DELM15950E	AEKPU6280Q	
CIT (TDS)		Assessment Year	Period with the Employer
The Commissioner of Income Tax (TDS) Aayakar Bhawan, District Centre, 6th Floor Room no 610, Hall no. 4, Luxmi Nagar, Delhi - 110092		2024-25	From 01-Apr-2023 To 31-Mar-2024

Annexure - I

**Details of Salary Paid and any other income and tax deducted**

A	Whether opting out of taxation u/s 115BAC(1A)?	No	
1.	Gross Salary	Rs.	Rs.
(a)	Salary as per provisions contained in section 17(1)	778346.00	
(b)	Value of perquisites under section 17(2) (as per Form No. 12BA, wherever applicable)	6283.00	
(c)	Profits in lieu of salary under section 17(3) (as per Form No. 12BA, wherever applicable)	0.00	
(d)	Total		784629.00
(e)	Reported total amount of salary received from other employer(s)		0.00
2.	Less: Allowances to the extent exempt under section 10		
(a)	Travel concession or assistance under section 10(5)	0.00	
(b)	Death-cum-retirement gratuity under section 10(10)	0.00	
(c)	Commutated value of pension under section 10(10A)	0.00	
(d)	Cash equivalent of leave salary encashment under section 10 (10AA)	0.00	
(e)	House rent allowance under section 10(13A)	0.00	
(f)	Other special allowances under section 10(14)	0.00	

(g)	Amount of any other exemption under section 10 [Note: Break-up to be filled and signed by employer in the table provide at the bottom of this form]		
(h)	Total amount of any other exemption under section 10	0.00	
(i)	Total amount of exemption claimed under section 10 [2(a)+2(b)+2(c)+2(d)+2(e)+2(f)+2(h)]		0.00
3.	Total amount of salary received from current employer [1(d)-2(i)]		784629.00
4.	Less: Deductions under section 16		
(a)	Standard deduction under section 16(ia)	50000.00	
(b)	Entertainment allowance under section 16(ii)	0.00	
(c)	Tax on employment under section 16(iii)	0.00	
5.	Total amount of deductions under section 16 [4(a)+4(b)+4(c)]		50000.00
6.	Income chargeable under the head "Salaries" [(3+1(e))-5]		734629.00
7.	Add: Any other income reported by the employee under as per section 192 (2B)		
(a)	Income (or admissible loss) from house property reported by employee offered for TDS	0.00	
(b)	Income under the head Other Sources offered for TDS	0.00	
8.	Total amount of other income reported by the employee [7(a)+7(b)]		0.00
9.	<b>Gross total income (6+8)</b>		<b>734629.00</b>
10.	Deductions under Chapter VI-A	Gross Amount	Deductible Amount
(a)	Deduction in respect of life insurance premia, contributions to provident fund etc. under section 80C	0.00	0.00
(b)	Deduction in respect of contribution to certain pension funds under section 80CCC	0.00	0.00
(c)	Deduction in respect of contribution by taxpayer to pension scheme under section 80CCD (1)	0.00	0.00
(d)	Total deduction under section 80C, 80CCC and 80CCD(1)	0.00	0.00
(e)	Deductions in respect of amount paid/deposited to notified pension scheme under section 80CCD (1B)	0.00	0.00
(f)	Deduction in respect of contribution by Employer to pension scheme under section 80CCD (2)	0.00	0.00
(g)	Deduction in respect of health insurance premia under section 80D	0.00	0.00

(h)	Deduction in respect of interest on loan taken for higher education under section 80E	0.00	0.00
(i)	Deduction in respect of contribution by the employee to Agnipath Scheme under section 80CCH	0.00	0.00
(j)	Deduction in respect of contribution by the Central Government to Agnipath Scheme under section 80CCH	0.00	0.00
		Gross Amount	Qualifying Amount
(k)	Total Deduction in respect of donations to certain funds, charitable institutions, etc. under section 80G	0.00	0.00
(l)	Deduction in respect of interest on deposits in savings account under section 80TTA	0.00	0.00
(m)	Amount Deductible under any other provision (s) of Chapter VI-A [Note: Break-up to be filled and signed by employer in the table provide at the bottom of this form]		
(n)	Total of amount deductible under any other provision(s) of Chapter VI-A	0.00	0.00
11.	Aggregate of deductible amount under Chapter VI-A [10(d)+10(e)+10(f)+10(g)+10(h)+10(i)+10(j)+10(k)+10(l)+10(n)]		0.00
12.	<b>Total taxable income (9-11)</b>		<b>734629.00</b>
13.	Tax on total income		28463.00
14.	Rebate under section 87A, if applicable		0.00
15.	Surcharge, wherever applicable		0.00
16.	Health and education cess		1139.00
17.	Tax payable (13+15+16-14)		29602.00
18.	Less: Relief under section 89 (attach details)		0.00
19.	<b>Net tax payable (17-18)</b>		<b>29602.00</b>
Verification			
I, <u>SIDDHARTHA CHANDOKE</u> , son/daughter of <u>PAWAN KUMAR CHANDOKE</u> . Working in the capacity of <u>AVP HEAD C AND B</u> (Designation) do hereby certify that the information given above is true, complete and correct and is based on the books of account, documents, TDS statements, and other available records.			
Place	NEHRU PLACE	(Signature of person responsible for deduction of tax)	
Date	03-Jun-2024	Full Name:	SIDDHARTHA CHANDOKE

## 2. (f) Break up for 'Amount of any other exemption under section 10' to be filled in the table below

Sl. No.	Particular's of Amount for any other exemption under section 10 Rs.	Gross Amount Rs.	Qualifying Amount Rs.	Deductible Amount Rs.
1.				
2..				
3.				
4.				
5.				
6.				

## 10(k). Break up for 'Amount deductible under any other provision(s) of Chapter VIA 'to be filled in the table below

Sl. No.	Particular's of Amount deductible under any other provision(s) of Chapter VIA Rs.	Gross Amount Rs.	Qualifying Amount Rs.	Deductible Amount Rs.
1.				
2.				
3.				
4.				
5.				
6.				

Place	NEHRU PLACE	(Signature of person responsible for deduction of tax)	
Date	03-Jun-2024	Full Name:	SIDDHARTHA CHANDOKE



**Annexure to FORM NO.16**  
**[Breakups for item no 2(f) and 10(k)]**

Name and address of the Employer		Name and address of the Employee	
Metlife Global Operations Support Center Private Limited Maple, Paharpur Business Centre, 21 Nehru Place, New Delhi-110019 Delhi		UNDRAJAVARAPU VIJAY KUMAR	
PAN of the Deductor	TAN of the Deductor	PAN of the Employee	Employee Reference No. Provided by the Employer (If available)
AAFCM5000N	DELM15950E	AEKPU6280Q	3450605
CIT(TDS)		Assessment Year	Period
		2024-25	<div>FromTo</div>
			01- Apr-202331-Mar-2024

2. (f) Break up for ' Amount of any other exemption under section 10' to be filled in the table below

Sl No	Particulars of any other exemption under section 10	Gross Amount Rs.	Qualifying Amount Rs.	Deductible Amount Rs.
1	Transport Exemption			0.00
2	Children Education Allowance			0.00
3	Uniform Exemption			0.00
4				
5				
6				

10(k). Break up for 'Amount deductible under any other provision(s) of Chapter VIA 'to be filled in the table below

Sl No	Amount deductible under any other provision(s) of Chapter VIA	Gross Amount Rs.	Qualifying Amount Rs.	Deductible Amount Rs.
1	80 CCG Rajiv Gandhi Equity Scheme	0.00	0.00	0.00
2	80 DD Handicapped Dependents	0.00	0.00	0.00
3	80 DD Handicapped Dependents(severe disability)	0.00	0.00	0.00
4	80 DDB Medical Expenses, Chronic Diseases	0.00	0.00	0.00
5	80 DDB Medical Expenses, Chronic Diseases(Senior Citizen)	0.00	0.00	0.00
6	80 GG Rent paid (HRA not received)	0.00	0.00	0.00
7	80 EE Additional Interest on House Property	0.00	0.00	0.00
8	80 EEA Deduction for interest paid on home loan for affordable housing	0.00	0.00	0.00
9	80 EEB Deduction in respect of interest paid on loan taken for the purchase of electric vehicle	0.00	0.00	0.00
10	80 U Deduction in case of physical disability	0.00	0.00	0.00

Place	New Delhi	Signature of the person responsible for deduction of tax	
Date	03-Jun-2024	FULL NAME :	Siddhartha Chandoke



## FORM NO. 12BA

{See rule 26A(2)(b)}

### Statement showing particulars of perquisites, other fringe benefits or amenities and profits in lieu of salary with value thereof

1. Name and Address of the Employer : Metlife Global Operations Support Center Private Limited  
Maple, Paharpur Business Centre, 21 Nehru Place, New Delhi-110019 Delhi

2. TAN : DELM15950E

3. TDS Assessment Range of the Employer :

4. Name of Employee : UNDRAJAVARAPU VIJAY KUMAR  
Designation : Business Analyst - Analytics  
PAN or Aadhaar Number : AEKPU6280Q

5. Is the Employee a Director or a person with substantial interest in the company (Where the employer is a company) : No

6. Income under the Head 'Salaries' of the Employee (Other than from perquisites) : 728346.00

7. Financial Year : 2023-24

8. Valuation of Perquisites

Sl No.	Nature of perquisite (see rule 3)	Value of perquisite as per rules (Rs.)	Amount, if any, recovered from employee (Rs.)	Amount of perquisite chargeable to tax Col. (3) - Col. (4) (Rs.)
(1)	(2)	(3)	(4)	(5)
(1)	Accommodation	0.00	0.00	0.00
(2)	Cars/Other automotive	0.00	0.00	0.00
(3)	Sweeper, Gardener, Watchman or Personal attendant	0.00	0.00	0.00
(4)	Gas, Electricity, Water	0.00	0.00	0.00
(5)	Interest free or concessional loans	0.00	0.00	0.00
(6)	Holiday expenses	0.00	0.00	0.00
(7)	Free or concessional travel	0.00	0.00	0.00
(8)	Free Meals	0.00	0.00	0.00
(9)	Free Education	0.00	0.00	0.00
(10)	Gifts, Vouchers etc.	6283.00	0.00	6283.00
(11)	Credit card expenses	0.00	0.00	0.00
(12)	Club expenses	0.00	0.00	0.00
(13)	Use of movable assets by employees	0.00	0.00	0.00
(14)	Transfer of assets to employees	0.00	0.00	0.00
(15)	Value of any other benefit/amenity/service/privilege	0.00	0.00	0.00
(16)	Stock options allotted or transferred by employer being an eligible start-up referred to in section 80-IAC.	0.00	0.00	0.00
(17)	Stock options (non-qualified options) other than ESOP in col 16 above.	0.00	0.00	0.00
(18)	Contribution by employer to fund and scheme taxable under section 17(2)(vii).	0.00	0.00	0.00
(19)	Annual accretion by way of interest, dividend etc. to the balance at the credit of fund and scheme referred to in section 17(2)(vii) and taxable under section 17(2)(viii).	0.00	0.00	0.00
(20)	Other Benefits or amenities	0.00	0.00	0.00
(21)	Total Value of Perquisites	6283.00	0.00	6283.00
(22)	Total Value of profits in lieu of salary as per section 17(3)	0.00	0.00	0.00

#### 9. Details of Tax

a) Tax Deducted from Salary of Employee u/s 192(1) : 29602.00

b) Tax Paid by Employer on behalf of Employee u/s 192(1A) : 0.00

c) Total Tax Paid : 29602.00

d) Date of Payment into Government Treasury : ref form 16

#### DECLARATION BY EMPLOYER

I, **SIDDHARTHA CHANDOKE** son / daughter of **PAWAN KUMAR CHANDOKE** working in the capacity of **AVP-HEAD C&B** do hereby declare on behalf of **METLIFE GLOBAL OPERATIONS SUPPORT CENTER PRIVATE LIMITED** that the information given above is based on the books of account, documents and other relevant records or information available with us and the details of value of each such perquisite are in accordance with section 17 and rules framed thereunder and that such information is true and correct.

For Metlife Global Operations Support Center Private Limited

Place : New Delhi  
Date : 03-Jun-2024

Signature of the person responsible for deduction of tax  
This Form 16 is signed using Digital Signature.  
FULL NAME : Siddhartha Chandoke  
Designation : AVP-HEAD C&B