# 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

| Certificate No. SIASDBA | **Last updated on** 29-Apr-2019 |
|---|---|
| **Name and address of the Employer** | **Name and address of the Employee** |
| OFFICE OF THE CHIEF ENGINEER (WZ) THIRD FLOOR, PRATISHTHA BHAVAN, OLD CGO BUILDING, CHURCHGATE, MUMBAI - 400020 Maharashtra +(91)22-22031415 AEADMIN.CEWZ@AIR.ORG | SANJAY VISHWAS RAJWADKAR CHIF ENGINEER, 3RD FLOOR OLD C G O BLDG, MAHARSHI KARVE ROAD, CHURCH GATE EAST, MUMBAI - 400020 Maharashtra |

| **PAN of the Deductor** | **TAN of the Deductor** | **PAN of the Employee** | **Employee Reference No. provided by the Employer (If available)** |
|---|---|---|---|
| AAAJP0288R | MUMO02862G | ADQPR0929N | |

| **CIT (TDS)** | **Assessment Year** | **Period with the Employer** | |
|---|---|---|---|
| The Commissioner of Income Tax (TDS) Room No. 900A, 9th Floor, K.G. Mittal Ayurvedic Hospital Building, Charni Road , Mumbai - 400002 | 2019-20 | **From** 01-Apr-2018 | **To** 31-Mar-2019 |

### 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 | QTCQAYVA | 426378.00 | 29508.00 | 29508.00 |
| Q2 | QTGZKNZC | 285980.00 | 18000.00 | 18000.00 |
| Q3 | QTKECFKD | 291072.00 | 26342.00 | 26342.00 |
| Q4 | QTLASVOB | 194048.00 | 21604.00 | 21604.00 |
| **Total (Rs.)** | | **1197478.00** | **95454.00** | **95454.00** |

### 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 | 5900.00 | 0001821 | 06-04-2018 | 00012 | F |
| 2 | 6000.00 | 0001821 | 03-05-2018 | 00001 | F |
| 3 | 6000.00 | 0001821 | 05-06-2018 | 00003 | F |
| 4 | 5608.00 | 0001821 | 08-06-2018 | 00026 | 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 | 6000.00 | 0001821 | 04-07-2018 | 00016 | F |
| 6 | 6000.00 | 0001821 | 02-08-2018 | 00001 | F |
| 7 | 6000.00 | 0001821 | 05-09-2018 | 00001 | F |
| 8 | 6000.00 | 0001821 | 05-10-2018 | 00004 | F |
| 9 | 6000.00 | 0001821 | 02-11-2018 | 00002 | F |
| 10 | 10000.00 | 0001821 | 04-12-2018 | 00003 | F |
| 11 | 10342.00 | 0001821 | 03-01-2019 | 00002 | F |
| 12 | 10342.00 | 0001821 | 06-02-2019 | 00002 | F |
| 13 | 11262.00 | 0001821 | 06-03-2019 | 00012 | F |
| Total (Rs.) | 95454.00 | | | | |

### Verification

I, **SHOBHANA SURESH MENON**, son / daughter of **KUNJAN THELAPURATH NAIR** working in the capacity of **SENIOR ACCOUNTS OFFICER** (designation) do hereby certify that a sum of Rs. **95454.00** [Rs. **Ninety Five Thousand Four Hundred and Fifty Four Only** (in words)] has been deducted and a sum of Rs. **95454.00** [Rs. **Ninety Five Thousand Four Hundred and Fifty Four 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** | Mumbai | |
| **Date** | 02-May-2019 | **(Signature of person responsible for deduction of Tax)** |
| **Designation:** SENIOR ACCOUNTS OFFICER | | **Full Name:** SHOBHANA SURESH MENON |

**Notes:**

1. Part B (Annexure) of the certificate in Form No.16 shall be issued by the employer.
2. 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.
3. 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.
4. 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 |