

**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. AZRSHXA		Last updated on 08-Jul-2020			
Name and address of the Employer			Name and address of the Employee		
STANDARD CHARTERED GLOBAL BUSINESS SERVICES PRIVATE LIMITED BRANCH BLDG, 2ND & 3RD FLOOR, GRINDLAYS GARDEN, HADDOWS ROAD, CHENNAI - 600006 Tamil Nadu +(91)44-30818185 JAIGANESH.BALASUBRAMANIAN@SC.COM			JEYARAMAN JEYABALAN 2055, TAMILNADU HOUSING BOARD, NEAR POO MARKET, VILLAPURAM - 625012 Tamil Nadu		
PAN of the Deductor	TAN of the Deductor		PAN of the Employee	Employee Reference No. provided by the Employer (If available)	
AAECS9043E	CHES06237A		AHUPJ9729J		
CIT (TDS)		Assessment Year		Period with the Employer	
The Commissioner of Income Tax (TDS) 7th Floor, New Block, Aayakar Bhawan, 121, M.G. Road, Chennai - 600034		2020-21		From 01-Apr-2019	To 31-Mar-2020
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	QTQMKWVE	532644.00	75192.00	75192.00	
Q2	QTTQHVFV	532644.00	75190.00	75190.00	
Q3	QTWVCZRD	532644.00	75189.00	75189.00	
Q4	QTYPWEYF	1228611.00	253189.00	253189.00	
<b>Total (Rs.)</b>		<b>2826543.00</b>	<b>478760.00</b>	<b>478760.00</b>	
<b>I. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH BOOK ADJUSTMENT</b>					
(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
<b>Total (Rs.)</b>					
<b>II. DETAILS OF TAX DEDUCTED AND DEPOSITED IN THE CENTRAL GOVERNMENT ACCOUNT THROUGH CHALLAN</b>					
(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	25064.00	6360218	06-05-2019	46473	F
2	25064.00	6360218	07-06-2019	50110	F
3	25064.00	6360218	05-07-2019	47008	F
4	25064.00	6360218	06-08-2019	48000	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	25063.00	6360218	05-09-2019	37276	F
6	25063.00	6360218	04-10-2019	38907	F
7	25063.00	6360218	06-11-2019	34952	F
8	25063.00	6360218	05-12-2019	38618	F
9	25063.00	6360218	07-01-2020	30824	F
10	25063.00	6360218	06-02-2020	45158	F
11	5493.00	6360218	05-03-2020	41701	F
12	222633.00	6360218	16-04-2020	31146	F
<b>Total (Rs.)</b>	<b>478760.00</b>				

## Verification

I, **JAIGANESH**, son / daughter of **BALASUBRAMANIAN** working in the capacity of **SENIOR MANAGER HR SPECIALIST DELIVERY** (designation) do hereby certify that a sum of Rs. **478760.00** [Rs. **Four Lakh Seventy Eight Thousand Seven Hundred and Sixty Only** (in words)] has been deducted and a sum of Rs. **478760.00** [Rs. **Four Lakh Seventy Eight Thousand Seven Hundred and Sixty 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	CHENNAI	
Date	12-Jul-2020	
Designation: SENIOR MANAGER HR SPECIALIST DELIVERY		(Signature of person responsible for deduction of Tax)
		Full Name: JAIGANESH

## 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

<b>Certificate No.</b> AZRSHXA		<b>Last updated on</b> 08-Jul-2020	
<b>Name and address of the Employer</b>		<b>Name and address of the Employee</b>	
STANDARD CHARTERED GLOBAL BUSINESS SERVICES PRIVATE LIMITED BRANCH BLDG, 2ND & 3RD FLOOR, GRINDLAYS GARDEN, HADDOWS ROAD, CHENNAI - 600006 Tamil Nadu +(91)44-30818185 JAIGANESH.BALASUBRAMANIAN@SC.COM		JEYARAMAN JEYABALAN 2055, TAMILNADU HOUSING BOARD, NEAR POO MARKET, VILLAPURAM - 625012 Tamil Nadu	
<b>PAN of the Deductor</b>	<b>TAN of the Deductor</b>	<b>PAN of the Employee</b>	
AAECS9043E	CHES06237A	AHUPJ9729J	
<b>CIT (TDS)</b>		<b>Assessment Year</b>	<b>Period with the Employer</b>
The Commissioner of Income Tax (TDS) 7th Floor, New Block, Aayakar Bhawan, 121 , M.G. Road, Chennai - 600034		2020-21	<b>From</b> 01-Apr-2019 <b>To</b> 31-Mar-2020

Details of Salary Paid and any other income and tax deducted		Rs.	Rs.
1.	Gross Salary		
(a)	Salary as per provisions contained in section 17(1)	2826543.00	
(b)	Value of perquisites under section 17(2) (as per Form No. 12BA, wherever applicable)	0.00	
(c)	Profits in lieu of salary under section 17(3) (as per Form No. 12BA, wherever applicable)	0.00	
(d)	Total		2826543.00
(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)	Commuted 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)	375996.00	

(f)	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]		
(g)	Total amount of any other exemption under section 10	0.00	
(h)	Total amount of exemption claimed under section 10 [2(a)+2(b)+2(c)+2(d)+2(e)+2(g)]		375996.00
3.	Total amount of salary received from current employer [1(d)-2(h)]		2450547.00
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)	2500.00	
5.	Total amount of deductions under section 16 [4(a)+4(b)+4(c)]		52500.00
6.	Income chargeable under the head "Salaries" [(3+1(e))-5]		2398047.00
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	-88573.80	
(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)]		-88573.80
9.	<b>Gross total income (6+8)</b>		<b>2309473.20</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	539863.00	150000.00
(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)	539863.00	150000.00
(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
		Gross Amount	Qualifying Amount
(i)	Total Deduction in respect of donations to certain funds, charitable institutions, etc. under section 80G	0.00	0.00
(j)	Deduction in respect of interest on deposits in savings account under section 80TTA	0.00	0.00
(k)	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]		
(l)	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(l)]	150000.00	
12.	<b>Total taxable income (9-11)</b>	<b>2159473.20</b>	
13.	Tax on total income	460344.00	
14.	Rebate under section 87A, if applicable	0.00	
15.	Surcharge, wherever applicable	0.00	
16.	Health and education cess	18414.00	
17.	Tax payable (13+15+16-14)	478758.00	
18.	Less: Relief under section 89 (attach details)	0.00	
19.	<b>Net tax payable (17-18)</b>	<b>478758.00</b>	

## Verification

I, JAIGANESH, son/daughter of BALASUBRAMANIAN. Working in the capacity of SENIOR MANAGER HR SPECIALIST DELIVERY (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	CHENNAI	(Signature of person responsible for deduction of tax)	
Date	13-Jul-2020	Full Name:	JAIGANESH

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	CHENNAI	(Signature of person responsible for deduction of tax)	
Date	13-Jul-2020	Full Name:	JAIGANESH

**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:** STANDARD CHARTERED GLOBAL BUSINESS SERVICES PRIVATE LIMITED  
No.1, Haddows Road  
Nungambakkam,  
Chennai  
TAMIL NADU  
INDIA
- 2. TAN** CHES06237A
- 3. TDS Assessment Range of the employer:**
- 4. Name, designation and PAN of the employee:** Jeyaram Jeyabalan  
Senior Support Manager  
AHUPJ9729J
- 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):** 2,398,047.00
- 7. Financial Year:** 2019-2020
- 8. Valuation of Perquisites:**

SL. No.	Nature of perquisites(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.	0.00	0.00	0.00
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 (non-qualified options)	0.00	0.00	0.00
17	Other benefits or amenities	0.00	0.00	0.00
18	Total value of perquisites	0.00	0.00	0.00
19	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 the employee u/s 192(1)** 478,760.00
- b) Tax paid by employer on behalf of the employee u/s 192(1A)** 0.00
- c) Total Tax Paid** 478,760.00
- d) Date of payment into Government treasury** Various dates as mentioned on Part A of the Form 16

**DECLARATION BY THE EMPLOYER**

I, JAIGANESH, S/o BALASUBRAMANIAN working as SENIOR MANAGER HR SPECIALIST DELIVERY do hereby declare on behalf of STANDARD CHARTERED GLOBAL BUSINESS SERVICES 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.

<b>Place</b>	<b>CHENNAI</b>	
<b>Date</b>	<b>13-Jul-2020</b>	
<b>Designation : SENIOR MANAGER HR SPECIALIST DELIVERY</b>		<b>(Signature of person responsible for deduction of tax)</b>
		<b>Full Name : JAIGANESH</b>

**FORM NO. 12BB****(See rule 26C)****Statement showing particulars of claims by an employee for deduction of tax under section 192**

1. Name and address of the employee : Jeyaram Jeyabalan  
 2. Permanent Account Number of the employee : AHUPJ9729J  
 3. Financial year : 2019-2020

Details of claims and evidence thereof			
Sl. No.	Nature of claim	Amount(Rs.)	Evidence / particulars
(1)	(2)	(3)	(4)
1.	House Rent Allowance: (i) Rent paid to the landlord : Rs.480000 (ii) Name of the landlord Jeeva P (iii) Address of the landlord 2012,Vippapuram Housing Board, Madurai (iv) Permanent Account Number of the landlord BSMPJ6671B	Rs.480000	House Rent Receipts
2.	Leave travel concessions or assistance	Rs.0	Travel Receipts/Tickets
3.	Deduction of interest on borrowing: (i) Interest payable/paid to the lender Self Occupied Interest :Rs.-118937 Let-Out Interest : (ii) Name of the lender Self Occupied : HDFC Let-Out : (iii) Address of the lender Self Occupied : Ramon House, H T Parakh Marg, 169 Backbay Reclamation, Churchgate, Mumbai 400 20 Let-Out : (iv) Permanent Account Number of the lender Self Occupied : AAACH0997E Let-Out : (a) Financial Institutions (b) Employer (c) Others	Rs.-118937.0	Provisional Certificate from Bank/Financial Institution/Lender



4.	Deduction under Chapter VI-A		Rs. 539,863.00	Photocopy of the investment proofs
	(A) Section 80C, 80CCC and 80CCD			
	(i) Section 80C			
	Life Insurance Premium	12000		
	Provident Fund	124800		
	Housing Loan - Principal Re-payment	403063		
	(ii) Section 80CCC	:		
	(iii) Section 80CCD	:		
	(B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A.			
Verification				
I, <b>Jeyaram Jeyabalan</b> son/daughter of . do hereby certify that the information given above is complete and correct.				
Place : Digital Zone 2, 2/F				
Date : 13-Jul-2020			(Signature of the employee)	
Designation : Senior Support Manager			Full Name: <b>Jeyaram Jeyabalan</b>	

Note: The information/details above, as required for deduction of tax u/s 192 of the Income Tax Act, has been entered by the employee through an authorized login on the portal.

# Annexure to Form No.16 Part B

Details of Salary Paid and Allowance Exempted u/s 10, Chapter VI-A and 17(2) Income-tax Act, 1961

Company Name : STANDARD CHARTERED GLOBAL BUSINESS SERVICES PRIVATE LIMITED TAN : CHES06237A PAN : AAEC9043E

Fin Year : 2019-2020 Asst. Year : 2020-2021

Name : Jeyaram Jeyabalan		Employee ID : 1268420		PAN : AHUPJ9729J	
	Particulars			Amount (INR)	
Salary u/s 17(1)	Basic Salary			1,040,004.00	
	House Rent Allowance.			519,996.00	
	Bonus			401,371.00	
	Special-Position Allow(Addntl)			294,600.00	
	Special - Position Allowance			570,572.00	
Perquisites u/s 17(2), as per Form No. 12BA					0.00
		Gross Salary			2,826,543.00
Income from Other Sources					
		Income (or admissible loss) from house property reported by employee offered for TDS			-88,573.80
		Total Income from Other Sources			-88,573.80
If the House Property is Let Out, then furnish the following details:					
i	Gross rent received/ receivable/ letable value during the year			48,000.00	
ii	Tax paid to local authorities			4,624.00	
iii	Annual Value (i – ii)			43,376.00	
iv	30% of Annual Value			13,012.80	
v	Interest payable on borrowed capital			0.00	
vi	Previous Year Carried Forward Loss claimed against Income from Let Out Property (to be applicable & adjusted only in case of Income from Let Out Property)			0.00	
			Gross Amount	Qualifying Amount	Deductible Amount
Exemptions u/s 10 [details of 2 (a) to 2(f) of Part B]					
		House Rent Allowance.		375,996.00	375,996.00
		Total of Exemptions u/s 10		375,996.00	375,996.00
Deduction u/s VI-A [details of 10 (a),(b),(c) of Part B]		Sec 80C, Sec 80CCC, Sec 80CCD(1)			
		Housing Loan - Principal Re-payment		403,063.00	150,000.00
		Life Insurance Premium		12,000.00	12,000.00
		Provident Fund		124,800.00	124,800.00
Deduction u/s VI-A [details of 10 (e) to (j), (k) of Part B]		Other Sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A			
		Total of Deductible Amount under Chapter VI-A		539,863.00	286,800.00
		Aggregate of Deductible Amount under Chapter VI-A			150,000.00
DECLARATION BY EMPLOYER					
I, JAIGANESH, S/o BALASUBRAMANIAN working in the capacity of SENIOR MANAGER HR SPECIALIST DELIVERY 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 :	CHENNAI		(Signature of Person Responsible for Deduction of Tax) Full Name :JAIGANESH		
Date :	13-Jul-2020				
Designation :	SENIOR MANAGER HR SPECIALIST DELIVERY				