

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. SKINBWL		Last updated on 05-Jun-2018			
Name and address of the Employer			Name and address of the Employee		
HEWLETT PACKARD INDIA SOFTWARE OPERATIONS PRIVATE LIMITED No 192, Whitefield Road, Mahadevapura Post, null, BANGALORE - 560048 Karnataka +(91)44-61205511 simon.andrew@hpe.com			MANISHA SINHA C O LATE RAN SINHA, NEAR BUDDHA MURTHI, BEHIND VISION CARE, NEW AREA KADAMKUAN, PATNA - 800003 Bihar		
PAN of the Deductor	TAN of the Deductor		PAN of the Employee	Employee Reference No. provided by the Employer (If available)	
AAACH7164B	BLRH01951F		BPHPS5164L		
CIT (TDS)		Assessment Year		Period with the Employer	
The Commissioner of Income Tax (TDS) Room No. 59, H.M.T. Bhawan, 4th Floor, Bellary Road , Ganganagar, Bangalore - 560032		2018-19		From 01-Apr-2017	To 31-Mar-2018
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	QSMCERKC	336423.00	27512.00	27512.00	
Q2	QSPVCLKC	338829.00	28008.00	28008.00	
Q3	QSVBHWFG	334241.00	27061.00	27061.00	
Q4	QSZKKBWE	537024.00	85909.00	85909.00	
Total (Rs.)		1546517.00	168490.00	168490.00	
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	8945.00	0510075	05-05-2017	28611	F
2	9622.00	0510075	07-06-2017	19362	F
3	8945.00	0510075	07-07-2017	56591	F
4	9001.00	0510075	07-08-2017	32576	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	8945.00	0510075	07-09-2017	55026	F
6	10062.00	0510075	06-10-2017	40405	F
7	8945.00	0510075	07-11-2017	36007	F
8	9172.00	0510075	07-12-2017	50188	F
9	8944.00	0510075	05-01-2018	37210	F
10	40747.00	0510075	07-02-2018	40784	F
11	11508.00	0510075	06-03-2018	24462	F
12	33654.00	0510075	26-04-2018	16181	F
Total (Rs.)	168490.00				

Verification

I, SIMON ANDREW, son / daughter of LOURDNATHAN working in the capacity of COUNTRY MANAGER PAYROLL (designation) do hereby certify that a sum of Rs. 168490.00 [Rs. One Lakh Sixty Eight Thousand Four Hundred and Ninety Only (in words)] has been deducted and a sum of Rs. 168490.00 [Rs. One Lakh Sixty Eight Thousand Four Hundred and Ninety 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	BANGALORE	
Date	11-Jun-2018	
Designation: COUNTRY MANAGER PAYROLL		(Signature of person responsible for deduction of Tax)
		Full Name:SIMON ANDREW

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																
[See Rule 31(1)(a)]																
PART B (Annexure)																
Certificate under section 203 of the Income-tax Act, 1961 for Tax deducted at source on Salary																
Name and address of the Employer HEWLETT PACKARD INDIA SOFTWARE OPERATIONS PRIVATE LIMITED No 192, Whitefield Road, Mahadevapura Post, Bangalore - 560 048. KARNATAKA INDIA		Name and address of the Employee Manisha Sinha														
PAN of the Deductor AAACH7164B	TAN of the Deductor BLRH01951F	PAN of the Employee BPHPS5164L	Employee Reference No. provided by the Employer (if available) 20350072													
CIT(TDS) Address : The Commissioner of Income Tax (TDS) Room No. 59, H.M.T. Bhawan 4th Floor, Bellary Road ,Ganganagar, City : Bangalore Pin code : 560032		Assessment Year 2018-2019	Period with the Employer <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">FROM</th> <th style="text-align: center;">TO</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">01-Apr-2017</td> <td style="text-align: center;">31-Mar-2018</td> </tr> </tbody> </table>	FROM	TO	01-Apr-2017	31-Mar-2018									
FROM	TO															
01-Apr-2017	31-Mar-2018															
Details of Salary Paid and any other income and tax deducted																
1. Gross Salary a) Salary as per provisions contained in sec.17(1) b) Value of perquisites u/s 17(2) (as per Form No.12BA, wherever applicable) c) Profits in lieu of salary under section 17(3) (as per Form No.12BA, wherever applicable) d) Total 2. Less : Allowance to the extent exempt u/s 10 <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Allowance</th> <th style="text-align: right;">Rs.</th> </tr> </thead> <tbody> <tr> <td>Children Educn - School</td> <td style="text-align: right;">2,400.00</td> </tr> <tr> <td>Conveyance</td> <td style="text-align: right;">19,200.00</td> </tr> <tr> <td>Medical Reimbursement</td> <td style="text-align: right;">2,263.00</td> </tr> </tbody> </table> 3. Balance(1-2) 4. Deductions : a) Entertainment allowance b) Tax on employment 5. Aggregate of 4(a) and 4(b) 6. Income chargeable under the head 'Salaries'(3-5) 7. Add: Any other income reported by the employee <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Income</th> <th style="text-align: right;">Rs.</th> </tr> </thead> <tbody> <tr> <td>Loss From House Property</td> <td style="text-align: right;">-200,000.00</td> </tr> </tbody> </table> 8. Gross Total Income(6+7) 9. Deductions under Chapter VIA (A) Sections 80C,80CCC and 80CCD a) Section 80C Children Education Tuition fees Unit Linked Insurance Plan Provident Fund Life Insurance Premium Housing Loan - Principal Re-payment b) Section 80CCC c) Section 80CCD Note: 1. Aggregate amount deductible under sections 80C, 80CCC and 80CCD(1) shall not exceed one lakh fifty thousand rupees.		Allowance	Rs.	Children Educn - School	2,400.00	Conveyance	19,200.00	Medical Reimbursement	2,263.00	Income	Rs.	Loss From House Property	-200,000.00	Rs. 1,450,823.00 95,695.00 0.00 1,546,518.00 23,863.00 0.00 2,400.00 2,400.00 -200,000.00 1,320,255.00	Rs. 1,522,655.00 2,400.00 1,520,255.00 -200,000.00 1,320,255.00	Rs. 1,520,255.00 1,320,255.00
Allowance	Rs.															
Children Educn - School	2,400.00															
Conveyance	19,200.00															
Medical Reimbursement	2,263.00															
Income	Rs.															
Loss From House Property	-200,000.00															
9. Deductions under Chapter VIA (A) Sections 80C,80CCC and 80CCD a) Section 80C Children Education Tuition fees Unit Linked Insurance Plan Provident Fund Life Insurance Premium Housing Loan - Principal Re-payment b) Section 80CCC c) Section 80CCD Note: 1. Aggregate amount deductible under sections 80C, 80CCC and 80CCD(1) shall not exceed one lakh fifty thousand rupees.		Gross Amount 38,750.00 24,828.00 75,105.00 11,799.00 92,120.00 0.00 0.00	Deductible Amount 38,750.00 24,828.00 75,105.00 11,799.00 92,120.00 0.00 0.00													

(B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A.			
	Gross amount	Qualifying amount	Deductible amount
			0.00
10. Aggregate of deductible amount under Chapter VI-A			150,000.00
11. Total Income(8-10)			1,170,260.00
12. Tax on total income			163,578.00
13. Surcharge (on tax computed at S.No.12)			0.00
14. Education cess @ 3% (on tax computed at S.No.12 + on surcharge computed at S.No.13)			4,907.00
15. Tax Payable(12+13+14)			168,490.00
16. Less: Relief under Section 89 (attach details)			0.00
17. Tax Payable(15-16)			168,490.00
Verification			
I, Simon Andrew, Son of Lourdnathan working in the capacity of Country Manager Payroll 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	BANGALORE	(Signature of person responsible for deduction of tax)	
Date	11-Jun-2018		
Designation : Country Manager Payroll	Full Name : Simon Andrew		

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:** HEWLETT PACKARD INDIA SOFTWARE OPERATIONS PRIVATE LIMITED
 No 192, Whitefield Road,
 Mahadevapura Post,
 Bangalore - 560 048.
 KARNATAKA
 INDIA
- 2. TAN** BLRH01951F
- 3. TDS Assessment Range of the employer:**
- 4. Name, designation and PAN of the employee:** Manisha Sinha
 Systems/Software Engr V C
 BPHPS5164L
- 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):** 1,424,560.00
- 7. Financial Year:** 2017-2018
- 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)	95,695.00	0.00	95,695.00
17	Other benefits or amenities	0.00	0.00	0.00
18	Total value of perquisites	95,695.00	0.00	95,695.00
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)** 168,490.00
- b) Tax paid by employer on behalf of the employee u/s 192(1A)** 0.00
- c) Total Tax Paid** 168,490.00
- d) Date of payment into Government treasury** Various dates as mentioned on Part A of the Form 16

DECLARATION BY THE EMPLOYER

I, Simon Andrew, Son of Lourdnathan working as Country Manager Payroll do hereby declare on behalf of HEWLETT PACKARD INDIA SOFTWARE OPERATIONS 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.

Place	BANGALORE	
Date	11-Jun-2018	
Designation : Country Manager Payroll		(Signature of person responsible for deduction of tax)
		Full Name : Simon Andrew

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 : Manisha Sinha
 2. Permanent Account Number of the employee : BPHPS5164L
 3. Financial year : 2017-2018

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.0 (ii) Name of the landlord (iii) Address of the landlord (iv) Permanent Account Number of the landlord	Rs.0	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.-200000 Let-Out Interest : (ii) Name of the lender Self Occupied : AXIS BANK Let-Out : (iii) Address of the lender Self Occupied : Let-Out : (iv) Permanent Account Number of the lender Self Occupied : AAACU2414K Let-Out : (a) Financial Institutions (b) Employer (c) Others	Rs.-200000.0	Provisional Certificate from Bank/Financial Institution/Lender

4.	Deduction under Chapter VI-A (A) Section 80C, 80CCC and 80CCD (i) Section 80C (a) Housing Loan - Principal Re-payment : Rs.92120 (b) Provident Fund : Rs.75105 (c) Unit Linked Insurance Plan : Rs.24828 (d) Life Insurance Premium : Rs.11799 (e) Children Education Tuition fees : Rs.38750 (ii) Section 80CCC : (iii) Section 80CCD : (B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A.	Rs. 242602.0	Photocopy of the investment proofs
Verification			
I, Manisha Sinha son/daughter of Tulsi Narayan Sinha . do hereby certify that the information given above is complete and correct.			
Place : BANGALORE			
Date : 11-Jun-2018		(Signature of the employee)	
Designation : Systems/Software Engr V C		Full Name: Manisha Sinha	

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.

Part B Annexure

PART B GROSS TOTAL INCOME			Whole- Rupee(Rs.) only			
B1	i	Salary (excluding all allowance,perquisities and profit in lieu of salary)	i	1,426,960.00		
	ii	Allowance not exempt	ii	0.00		
	iii	Value of perquisities	iii	95,695.00		
	iv	Profit in lieu of salary	iv	0.00		
	v	Deductions u/s 16	v	2,400.00		
	vi	Income chargeable under the head 'Salaries'(i+ii+iii+iv-v)			B1	1,520,255.00
B2	House Property applicable option: Self-Occupied		If letout,furnish details below-			
	i	Interest payable on borrowed capital	i	200,000.00		
	ii	Income chargeable under the head 'House Property'			B2	-200,000.00
B3	Income from Other Sources				B3	0.00
B4	Gross Total Income (B1+B2+B3)				B4	1,320,255.00