

**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

<b>Certificate No.</b> AODIFLK	<b>Last updated on</b> 27-May-2017
<b>Name and address of the Employer</b>	<b>Name and address of the Employee</b>
COGNIZANT TECHNOLOGY SOLUTIONS INDIA PRIVATE LIMITED 5/535, OKKIYAM, THORAIPAKKAM, OLD MAHABALIPURAM ROAD, CHENNAI - 600097 Tamilnadu +(91)44-43675000	MASROOR ALAM 298, BLOCK F-6, SULTANPURI, SULTANPUR - 110086 Delhi

<b>PAN of the Deductor</b>	<b>TAN of the Deductor</b>	<b>PAN of the Employee</b>	<b>Employee Reference No. provided by the Employer (If available)</b>
AAACD3312M	CHEC02509D	BPQPA3381C	0000499470

<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	2017-18	<b>From</b> 01-Apr-2016 <b>To</b> 31-Mar-2017

**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	QRZPYOED	47281.00	6.00	6.00
Q2	QSCGTZCE	54606.00	432.00	432.00
<b>Total (Rs.)</b>		<b>101887.00</b>	<b>438.00</b>	<b>438.00</b>

**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
<b>Total (Rs.)</b>					

**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	3.00	0004329	07-06-2016	27777	F
2	3.00	0004329	05-07-2016	20046	F
3	216.00	0004329	05-08-2016	33929	F
4	216.00	0004329	07-09-2016	45338	F
<b>Total (Rs.)</b>	<b>438.00</b>				

## Verification

I, HARI HARA SUBRAMANIAN, son / daughter of KRISHNAN working in the capacity of AVP FINANCE (designation) do hereby certify that a sum of Rs. 438.00 [Rs. Four Hundred and Thirty Eight Only (in words)] has been deducted and a sum of Rs. 438.00 [Rs. Four Hundred and Thirty Eight 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	28-May-2017	
Designation: AVP FINANCE		(Signature of person responsible for deduction of Tax)
		Full Name: HARI HARA SUBRAMANIAN

## 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

**EmpID : 499470**
**Emp.Name : Masroor Alam**
**PAN :BPQPA3381C**

PART B			
Details of Salary paid and any other income and tax deducted			
	<b>Rs.</b>	<b>Rs.</b>	<b>Rs.</b>
1. Gross Salary			
(a) Salary as per provisions contained in sec.17(1)	319,763		
(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		319,763	
2. Less: Allowance to the extent exempt u/s 10			
Allowance			Rs.
(a) HRA exemption u/s (10 (13A))	-		-
(b) Conveyance Exemption	9,600		9,600
(c) LTA Exemption	-		-
(d) Gratuity Exemption	-		-
3. Balance (1 - 2)		310,163	
4. Deductions :			
(a) Entertainment allowance	-		
(b) Tax on employment	2,390		
5. Aggregate of 4(a) and (b)	2,390		
6. Income chargeable under the head 'Salaries'(3 - 5)			307,773
7. Add: Any other income reported by the employee			
Income			Rs.
(a) Loss on housing property	-		-
8. Gross total income (6 + 7)			307,773



9. Deductions under Chapter VIA		<b>Rs.</b>	<b>Rs.</b>	<b>Rs.</b>
(A) Sections 80C, 80CCC and 80CCD			Gross Amount	Deductible Amount
(a) Sections 80C			13,793	
i) Provident Fund			13,793	13,793
Total of 80C			-	
(b) Sections 80CCC			-	
(c) Sections 80CCD			-	
(B) Other Sections (e.g. 80E, 80G, 80TTA etc.) under Chapter VIA		Gross Amount	Qualifying Amount	Deductible Amount
				-
10. Aggregate of deductible amount under Chapter VIA				13,793
11. Total Income (8-10) (Rounded off to nearest ten)				293,980
12. Tax on total income				-
13. Surcharge				-
14. Education cess @ 3% (on tax computed at S.No. 12+13)				-
15. Tax Payable (12+13+14) (Rounded off to nearest ten)				-
16. Less: Relief under section 89/90				-
17. Tax payable (15 - 16)				-
<b>Verification</b>				
I, <b>P K Hari Hara Subramanian</b> son of <b>P S Krishnan</b> working in the capacity of <b>AVP - Finance</b> 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			
Date	22-May-2017			
Designation	AVP - Finance	Full Name : P K Hari Hara Subramanian		

**EmpID : 499470**
**Emp.Name : Masroor Alam**
**PAN :BPQPA3381C**
**Details of Form 16**

<b>EmpID : 499470</b>	<b>Emp Name : Masroor Alam</b>
<b>Salary as per provisions contained in section 17(1)</b>	
<b>Particulars</b>	<b>Amount(Rs)</b>
Advance Statutory Bonus	18,000
Annual Incentive	5,200
Basic	114,939
Conveyance Allowance	9,600
Gratuity Paid	-
House Rent Allowance	56,700
Special Allowance	115,324
<b>Total</b>	<b>319,763</b>
<b>Value of perquisites u/s. 17(2)</b>	
<b>Particulars</b>	<b>Amount(Rs)</b>
<b>Total</b>	<b>-</b>
<b>Overseas Income</b>	
<b>Particulars</b>	<b>Amount(Rs)</b>
<b>Total</b>	<b>-</b>



Place : Chennai  
Date : 22-May-2017

Full Name : P K Hari Hara Subramanian  
Designation : AVP - Finance