

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. RHDZAOM		Last updated on 15-May-2018			
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 Tamilnadu +(91)44-30818185 Jaiganesh.Balasubramanian@sc.com			RAMESH NATARAJAN E-511, DJA APARTMENTS, PLOT 1A SECTOR 13, DWARKA, SOUTH WEST DELHI - 110075 Delhi		
PAN of the Deductor	TAN of the Deductor		PAN of the Employee	Employee Reference No. provided by the Employer (If available)	
AAECS9043E	CHES06237A		ADUPN7533J		
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		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.)	
Q4	QSYBVKZD	527041.00	14390.00	14390.00	
Total (Rs.)		527041.00	14390.00	14390.00	
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	14390.00	6360218	20-04-2018	34641	F
Total (Rs.)	14390.00				
Verification					
I, RAJESH CHANDRASEKAR , son / daughter of working in the capacity of HEAD SERVICE DELIVERY GBS INDIA (designation) do hereby certify that a sum of Rs. 14390.00 [Rs. Fourteen Thousand Three Hundred and Ninety Only (in words)] has been deducted and a sum of Rs. 14390.00 [Rs. Fourteen Thousand Three 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	CHENNAI	(Signature of person responsible for deduction of Tax)
Date	18-May-2018	
Designation: HEAD SERVICE DELIVERY GBS INDIA		Full Name: RAJESH CHANDRASEKAR

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

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[See Rule 31(1)(a)]																																																																			
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Certificate under section 203 of the Income-tax Act, 1961 for Tax deducted at source on Salary																																																																			
Name and address of the Employer STANDARD CHARTERED GLOBAL BUSINESS SERVICES PRIVATE LIMITED No.1, Haddows Road Nungambakkam, Chennai TAMIL NADU INDIA		Name and address of the Employee RAMESH NATARAJAN																																																																	
PAN of the Deductor AAEC9043E	TAN of the Deductor CHES06237A	PAN of the Employee ADUPN7533J	Employee Reference No. provided by the Employer (if available) 1582325																																																																
CIT(TDS) Address : The Commissioner of Income Tax (TDS) 7th Floor, New Block, Aayakar Bhawan, 121, M.G. Road City : CHENNAI Pin code : 600034		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;">05-Mar-2018</td> <td style="text-align: center;">31-Mar-2018</td> </tr> </tbody> </table>	FROM	TO	05-Mar-2018	31-Mar-2018																																																												
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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: left;">Rs.</th> </tr> </thead> <tbody> <tr> <td>Conveyance Allowance</td> <td>1,394.00</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: left;">Rs.</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table> 8. Gross Total Income(6+7) 9. Deductions under Chapter VIA (A) Sections 80C, 80CCC and 80CCD a) Section 80C Provident Fund 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.	Conveyance Allowance	1,394.00	Income	Rs.			<table style="width: 100%;"> <tr> <td style="text-align: right;">Rs.</td> <td style="text-align: right;">Rs.</td> <td style="text-align: right;">Rs.</td> </tr> <tr> <td style="text-align: right;">527,041.00</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">0.00</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">0.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">527,041.00</td> <td></td> </tr> <tr> <td style="text-align: right;">1,394.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">525,647.00</td> <td></td> </tr> <tr> <td style="text-align: right;">0.00</td> <td></td> <td></td> </tr> <tr> <td style="text-align: right;">200.00</td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">200.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">525,447.00</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">0.00</td> <td></td> </tr> <tr> <td></td> <td></td> <td style="text-align: right;">525,447.00</td> </tr> <tr> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td style="text-align: right;">Gross Amount</td> <td style="text-align: right;">Deductible Amount</td> </tr> <tr> <td></td> <td style="text-align: right;">18,116.00</td> <td style="text-align: right;">18,116.00</td> </tr> <tr> <td></td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td></td> <td style="text-align: right;">0.00</td> <td style="text-align: right;">0.00</td> </tr> </table>	Rs.	Rs.	Rs.	527,041.00			0.00			0.00				527,041.00		1,394.00				525,647.00		0.00			200.00				200.00				525,447.00					0.00				525,447.00					Gross Amount	Deductible Amount		18,116.00	18,116.00		0.00	0.00		0.00	0.00
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(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			18,116.00
11. Total Income(8-10)			507,330.00
12. Tax on total income			13,968.00
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)			419.00
15. Tax Payable(12+13+14)			14,390.00
16. Less: Relief under Section 89 (attach details)			0.00
17. Tax Payable(15-16)			14,390.00
Verification			
I, RAJESH CHANDRASEKAR, S/o CHANDRASEKAR working in the capacity of HEAD SERVICE DELIVERY GBS INDIA 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	21-May-2018		
Designation : HEAD SERVICE DELIVERY GBS INDIA		Full Name : RAJESH CHANDRASEKAR	

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:** RAMESH NATARAJAN
Vice President
ADUPN7533J
- 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):** 525,447.00
- 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)
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) 14,390.00
- b) Tax paid by employer on behalf of the employee u/s 192(1A) 0.00
- c) Total Tax Paid 14,390.00
- d) Date of payment into Government treasury Various dates as mentioned on Part A of the Form 16

DECLARATION BY THE EMPLOYER

I, RAJESH CHANDRASEKAR, S/o CHANDRASEKAR working as HEAD SERVICE DELIVERY GBS INDIA 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.

Place	CHENNAI	
Date	21-May-2018	
Designation : HEAD SERVICE DELIVERY GBS INDIA		(Signature of person responsible for deduction of tax)
		Full Name : RAJESH CHANDRASEKAR

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 : RAMESH NATARAJAN
 2. Permanent Account Number of the employee : ADUPN7533J
 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 : Let-Out Interest : (ii) Name of the lender Self Occupied : Let-Out : (iii) Address of the lender Self Occupied : Let-Out : (iv) Permanent Account Number of the lender Self Occupied : Let-Out : (a) Financial Institutions (b) Employer (c) Others	Rs.0.0	Provisional Certificate from Bank/Financial Institution/Lender

4.	Deduction under Chapter VI-A (A) Section 80C, 80CCC and 80CCD (i) Section 80C (a) Provident Fund : Rs. 18116 (ii) Section 80CCC : (iii) Section 80CCD : (B) Other sections (e.g. 80E, 80G, 80TTA, etc.) under Chapter VI-A.	Rs. 18116.0	Photocopy of the investment proofs
Verification			
I, RAMESH NATARAJAN son/daughter of . do hereby certify that the information given above is complete and correct.			
Place : RMZ Ecospace 1B, 6/F			
Date : 21-May-2018		(Signature of the employee)	
Designation : Vice President		Full Name: RAMESH NATARAJAN	

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,perquisites and profit in lieu of salary)	i	450,163.00	
	ii	Allowance not exempt	ii	75,484.00	
	iii	Value of perquisites	iii	0.00	
	iv	Profit in lieu of salary	iv	0.00	
	v	Deductions u/s 16	v	200.00	
	vi	Income chargeable under the head 'Salaries'(i+ii+iii+iv-v)			
				B1	525,447.00
B2	House Property applicable option: Self-Occupied/Let-Out		If letout,furnish details below-		
	i	Gross rent received/receivable/letable value	i		
	ii	Tax paid to local authorities	ii		
	iii	Annual Value(i-ii)	iii		
	iv	30% of Annual Value	iv		
	v	Interest payable on borrowed capital	v		
	vi	Income chargeable under the head 'House Property'		B2	0.00
B3	Income from Other Sources			B3	0.00
B4	Gross Total Income (B1+B2+B3)			B4	525,447.00