

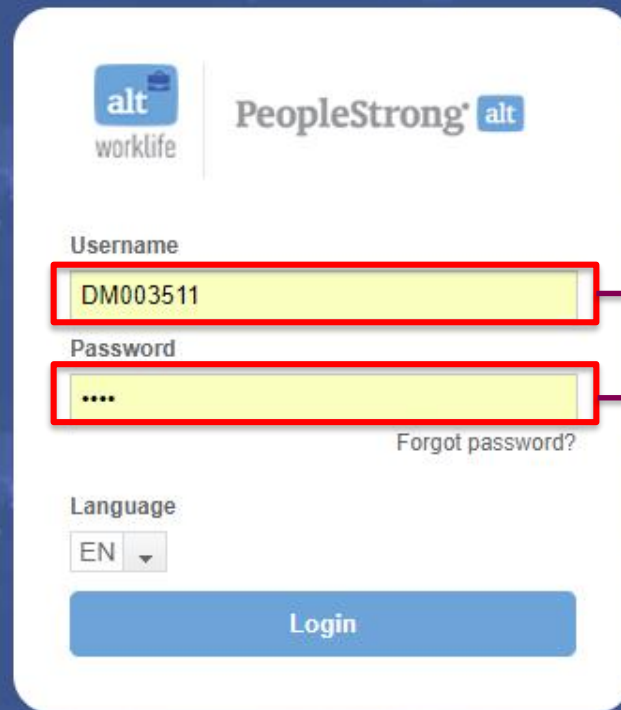


How to Declare Investment

Investment proof declaration



How to Login ?



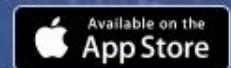
The login form is a white rounded rectangle centered on a blue background with a repeating pattern of people in a meeting. It contains the 'alt worklife' logo, the 'PeopleStrong alt' logo, and input fields for 'Username' (containing 'DM003511') and 'Password' (containing four dots). A 'Forgot password?' link is below the password field. A 'Language' dropdown is set to 'EN'. A blue 'Login' button is at the bottom.

Enter your User Name

Enter your Password

PeopleStrong alt

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HOME

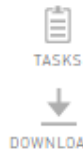
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HIRING

LEAVE



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Good Afternoon



Profile Completion
38%
COMPLETE NOW



Mark



Punch
Time



SELF SERVICE

- My Pay Slip
- FBP Planner
- New CTC Claim
- My Claims
- Tax Simulator
- Form16
- NPS Declaration
- Donation
- Reimbursement Slip
- Investment Proof Submission
- Car Hire
- MY 12 BB

ATTENDANCE

TIMESHEET

PAYROLL

TRAVEL & CLAIMS

EXIT

HELPDESK

Att! Your one stop shop for all your
Employee Life Cycle requirements.
Wishing you an enriching experience.

See More



Wish

< 31/10/2018 >

Shivani Saxena (DM10671)

Tulika Mulam (DM10175)

Shalini Kayasth (DM10418)

Nilanjana M (DM10979)

Shikha Shrivastav (DM10135)

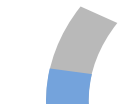
Manish Nagra (DM003049)

Birthdays

Anniversaries

New Joiners





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INVESTMENT PROOF SUBMISSION

PROOF SUBMISSION FOR THE FINANCIAL YEAR 2018-2019

[Click here to download guidelines](#)[Form 12B](#)[Proof Submission Guidelines](#)[View History](#)

EMPLOYEE INFORMATION

Employee Code: DM003511
Date Of Joining: Apr 01, 2018
Date Of Birth: Jan 10, 1992

Employee Name: I Rajeshwari
Gender: Female
PAN Number:

CHAPTER VIA - SECTION 80D TO 80U

section Name	Maximum Amount	Declared Amount	Actual Amount	Document	Approved Amount	Approver Remarks	ApproverAction
80CCD(1B): Additional Voluntary Contribution towards National Pension Scheme (NPS) by Employee	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	Attach	<input type="text" value="0.0"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>
80CCG: Rajiv Gandhi Equity Saving Scheme	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	Attach	<input type="text" value="0.0"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>
80TTB: Interest of Saving Bank Account (if the age is more than 60 years)	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	Attach	<input type="text" value="0.0"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>
80D: Mediclaim Insurance Premium of Self, Spouse and Children(Limit is 25000 if Age is less than 60 years and Limit is 50000 when age is 60 years and above)	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	Attach	<input type="text" value="0.0"/>	Select <input type="button" value="v"/>	Select <input type="button" value="v"/>



How to declare National Pension Scheme (NPS)?



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INVESTMENT PROOF SUBMISSION

PROOF SUBMISSION FOR THE FINANCIAL YEAR 2018-2019

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EMPLOYEE INFORMATION

Employee Code: DM003511
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Date Of Birth: Jan 10, 1992

Employee Name: I Rajeshwari
Gender: Female
PAN Number:

CHAPTER VIA - SECTION 80D TO 80U

section Name	Maximum Amount	Declared Amount	Actual Amount	Document	Approved Amount	Approver Remarks	Approver Action
80CCD(1B): Additional Voluntary Contribution towards National Pension Scheme (NPS) by Employee	50000	0.0	0.0	Attach	0.0		
80CCG: Rajiv Gandhi Equity Saving Scheme	50000	0.0	0.0	Attach	0.0	Select	Select
80TTB: Interest of Saving Bank Account (if the age is more than 60 years)					0.0	Select	Select
80D: Mediclaim Insurance Premium of Self, Spouse and Children(Limit is if Age is less than 60 years and Limit is 50000 when age is 60 years and a					0.0	Select	Select

Attach the file with the certificate of document

Enter the amount paid by you under National pension scheme (Max limit 50,000)



How to declare Medclaim ?

CHAPTER VIA - SECTION 80D TO 80U

section Name	Maximum Amount	Declared Amount	Actual Amount	ApproverAction
80CCD(1B): Additional Voluntary Contribution towards National Pension Scheme (NPS) by Employee	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="button" value="Select"/>
80CCG: Rajiv Gandhi Equity Saving Scheme	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="button" value="Attach"/> <input type="text" value="0.0"/> <input type="button" value="Select"/>
80TTB: Interest of Saving Bank Account (if the age is more than 60 years)	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="button" value="Attach"/> <input type="text" value="0.0"/> <input type="button" value="Select"/>
80D: Medclaim Insurance Premium of Self, Spouse and Children(Limit is 25000 if Age is less than 60 years and Limit is 50000 when age is 60 years and above)	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="button" value="Attach"/> <input type="text" value="0.0"/> <input type="button" value="Select"/>
80D: Medclaim Insurance Premium of Parents (Age below 60 years)	25000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="button" value="Attach"/> <input type="text" value="0.0"/> <input type="button" value="Select"/>
80D: Medclaim Insurance Premium of Parents (Age 60 years and above but below 80 years)	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="button" value="Attach"/> <input type="text" value="0.0"/> <input type="button" value="Select"/>
80D: Medclaim Insurance Premium of Parents (Age 80 years and above)	50000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	<input type="button" value="Attach"/> <input type="text" value="0.0"/> <input type="button" value="Select"/>

Enter Medclaim Premium for
(Parents age more than 80)
maximum limit 50,000

Enter Medclaim Premium for
Self, Child or Spouse
(maximum limit 50,000 if age is more than 60) ;
(25,000 if age less than 60)

Enter Medclaim Premium for
Parents age less than 60
(maximum limit 25,000)

Enter Medclaim Premium for
Parents age more than 60 &
less than 80 (maximum limit
50,000)





How to declare LIC ?

CHAPTER VIA - SECTION 80C (MAXIMUM OF RS. 1,50,000)

section Name	Maximum Amount	Declared Amount	Actual Amount	Approved Amount	Document	Approver Remarks	Approver Action
Contribution to Pension Fund(80CCC)	150000.00	0.0	0.0	0.0	Attach	Select	Select
Payment of Tuition Fees (Maximum u						Select	Select
Fixed deposits (FD) (Tax Saver FDs v						Select	Select
Life Insurance Premium						Select	Select
Mutual Fund (Tax Saver Close Ended						Select	Select
National Saving Certificates						Select	Select
Accrued NSC Interest						Select	Select
Public Provident Fund (PPF)						Select	Select
Repayment of Housing Loan (includin						Select	Select

LIC

Sno	Action	Policy No	Policy Commencement Date	Policy Premium Date	Next Premium Due Date	Policy Holder	Relationship
1	 	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	Select

Enter Date of commencement

Enter policy Premium date mentioned on the document

Enter Name of policy holder(self, child or spouse)

Enter Policy Number mentioned on document

Enter premium due date

Click on Life Insurance Premium and you will get a POP UP SCREEN

CHAPTER VIA - SECTION 80C (MAXIMUM OF RS. 1,50,000)

section Name Maximum Amount De

Contribution to Pension Fund(80CCC) 150000.00 0.0 0.0 0.0 Attach Select Select

Payment of Tuition Fees (Maximum u Select Select

Fixed deposits (FD) (Tax Saver FDs v Select Select

Life Insurance Premium Select Select

Mutual Fund (Tax Saver Close Ended Select Select

National Saving Certificates Select Select

Accrued NSC Interest Select Select

Public Provident Fund (PPF) Select Select

Repaym during th Select

Unit Link Select

LIC

Enter actual amount paid

20% of amount assured, example: sum assured is 5 lacs qualifying amount will be 1 lac

Click + if you have multiple policies, the details

Enter Relationship with policy holder (self, child or spouse)

Enter the sum assured

Attach the Policy Document (Size max 5mb)

Sum	Next Premium Due Date	Policy Holder	Relationship	Declared Amount	Actual Amount	Approved Amount	Sum Assured	Qualifying Amount	Attach File	Remarks	Approver Action Type
			Select	0.0	0.0	0.0	0.0	0.0	+		Sel

SAVE CANCEL

20% of amount assured, example: sum assured is 5 lacs qualifying amount will be 1 lac

Enter actual amount paid

Click + if you have **multiple policies**, fill all the details

Enter Relationship with policy holder (self, child or spouse)

Enter the sum assured

**Attach the Policy Document
(Size max 5mb)**

Once entered all the details click save



How to declare House Rent ?

Click + if you have **changed your house and paid rent to different owners** post filling all 12 entries available in the form.

HOUSE RENT DETAILS

S.No.	From Date	To Date	City	Landlord Name	Address	Landlord PAN No	Declared Amount	Actual Monthly Rent	Document	Approved Amount	Approver Remarks List
1	<input type="text"/>	<input type="text"/>	<input type="text" value="--Select--"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="PAN Not Available"/>	0.0	<input type="text" value="0.0"/>	<input type="button" value="Attach"/>	<input type="text" value="0.0"/>	<input type="text" value="Select"/>
2	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text" value="PAN Not Available"/>					

End date(actual date of month)

Start date (actual date of month) the rent paid

Enter the city from drop down menu

Enter PAN number of Landlord if rent paid per month is **more than Rs 8,333**

Rent Declared to be **Monthly**

Attach your rent receipt
***It should have date and revenue stamp.**

How to declare interest on Housing loan(let out)?

10

11

12

INCOME FROM OTHER

section Name

Income from other than Sala

Interest on Housing Loan (L

Interest on housing loan(Sel

I hereby confirm that I have in
eligible investments are made

Let out Property Details

ACTUAL PROPERTIES

SNO	Property Address	Name Of The Financial Institution/Lender	Pan Of Financial Instution/Lender	Lender Address	Employer
1					
Total:					

Click on Interest on housing loan(let out) and you will get a POP UP SCREEN

Enter you property address

Name of the loan company

PAN of the company

Address of the loan company

Name of your company

Attach

ApproverAction

Select



Select

Select

her undertake that wherever

Let out Property Details

ACTUAL PROPERTIES

Sender Address	Employer	Gross Annual Value / Annual Rental Income	Municipal Tax Paid to Municipal / Property Tax Paid	Net Annual Value	Standard Deduction (30% of Net Annual Value)	Interest paid on housing loan of this property	Income/Loss under let out property	Interest paid or payable as per bank certificate	Remove
		0.00	0.00	0.00	0.00	0.00	0.00		 
		0.00	0.00	0.00	0.00	0.00	0.00		

OK CANCEL

Click + if you have multiple loan on different properties which are let out

Enter Annual rent received by you

Enter House tax paid

Enter interest paid by for house loan amount mentioned in document/receipt

Click ok once you have filled all fields

INCOME FROM OTHER SOURCES

section Name	Maximum Amount	Declared Amount	Actual Amount	Document	Approver Remarks	ApproverAction
Income from other than Salary	No Limit	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>		<input type="text" value="Select"/> ▼	<input type="text" value="Select"/> ▼
Interest on Housing Loan (Letout) ⓘ	200000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>	Attach	<input type="text" value="Select"/> ▼	<input type="text" value="Select"/> ▼
Interest on housing loan(Self Occupied) ⓘ	200000	<input type="text" value="0.0"/>	<input type="text" value="0.0"/>		<input type="text" value="Select"/> ▼	

DECLARATION

☐ I hereby confirm that I have invested / contributed the above mentioned amounts for the purpose of rebate / deduction to be considered in calculating my income tax for the current Financial Year. I further undertake that wherever eligible investments are made in the name of spouse / children / dependent parents, the same have been made out of my income and claim thereof has / shall not be made by anybody else.

SAVE

SUBMIT

CANCEL

Please select this option if you have any doubts or clarification is required and your form is incomplete

Please check this box once you have filled the investment proof

Please select this option if you have filled entire investment declaration form and you are confident that given information is correct as this will affect your **SALARY & TAX DEDUCTION**



#SimplifyWorklife

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