

**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> RXYVAOL	<b>Last updated on</b> 01-Jun-2018
<b>Name and address of the Employer</b>	<b>Name and address of the Employee</b>
CITICORP SERVICES INDIA PRIVATE LIMITED 5TH FLOOR, CITI CENTER, BANDRA KURLA COMPLEX, BANDRA (EAST), MUMBAI - 400050 Maharashtra +(91)22-61663995 SUBRAMANIAN.HARIHARAN@CITI.COM	SURESH SURENDHAR SIVA 5/2C, SIVASU ILLAM, GANAPATHY STREET, AYYAPPA NAGAR, TIRUCHIRRAPPALLI - 620021 Tamilnadu

<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>
AADCC6705C	MUMC16888E	BGWPS8866B	

<b>CIT (TDS)</b>	<b>Assessment Year</b>	<b>Period with the Employer</b>
The Commissioner of Income Tax (TDS) Room No. 900A, 9th Floor, K.G. Mittal Ayurvedic Hospital Building, Charni Road , Mumbai - 400002	2018-19	<b>From</b> 01-Apr-2017 <b>To</b> 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	QSNWVZCF	461757.00	57601.00	57601.00
Q2	QSQUAHHA	461757.00	57600.00	57600.00
Q3	QSVPIWVD	474614.00	61573.00	61573.00
Q4	QTALQENC	592253.00	130368.00	130368.00
<b>Total (Rs.)</b>		<b>1990381.00</b>	<b>307142.00</b>	<b>307142.00</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	19201.00	6910333	04-05-2017	11550	F
2	19200.00	6910333	06-06-2017	15215	F
3	19200.00	6910333	06-07-2017	14581	F
4	19200.00	6910333	04-08-2017	18317	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	19200.00	6910333	06-09-2017	10672	F
6	19200.00	6910333	05-10-2017	15113	F
7	23173.00	6910333	07-11-2017	12497	F
8	19200.00	6910333	06-12-2017	24439	F
9	19200.00	6910333	04-01-2018	17291	F
10	45877.00	6910333	06-02-2018	22713	F
11	41707.00	6910333	06-03-2018	24504	F
12	42784.00	6910333	27-03-2018	16596	F
<b>Total (Rs.)</b>	<b>307142.00</b>				

## Verification

I, SUBRAMANIAN HARIHARAN, son / daughter of HARIHARAN HARIHARAN working in the capacity of AUTHORISED SIGNATORY (designation) do hereby certify that a sum of Rs. 307142.00 [Rs. Three Lakh Seven Thousand One Hundred and Forty Two Only (in words)] has been deducted and a sum of Rs. 307142.00 [Rs. Three Lakh Seven Thousand One Hundred and Forty Two 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	MUMBAI	
Date	06-Jun-2018	
Designation: AUTHORISED SIGNATORY		(Signature of person responsible for deduction of Tax)
		Full Name:SUBRAMANIAN HARIHARAN

## 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

## Details of Salary paid and any other income and tax deducted

1	Gross Salary			
a.	Salary as per provisions contained in sec 17(1)	Rs.	1990381.00	
b.	Value of perquisites u/s 17(2) (as per Form No. 12BA, wherever applicable)	Rs.	0.00	
c.	Profits in lieu of salary u/s 17(3) (as per Form No. 12BA, wherever applicable)	Rs.	0.00	
d.	Total			Rs. 1990381.00
2	Less: Allowance to the extent exempt under section 10			
	Conveyance	Rs.	19200.00	
				Rs. 19200.00
3	Balance (1-2)			Rs. 1971181.00
4	Deductions :			
a)	Entertainment allowance	Rs.	0.00	
b)	Tax on employment	Rs.	2196.00	
5	Aggregate of 4 (a) and (b)			Rs. 2196.00
6	Income chargeable under the head 'salaries' (3-5)			Rs. 1968985.00
7	Add: Any other income reported by the employee			
	Housing Loan Interest			Rs. -200000.00
8	Gross Total Income (6+7)			Rs. 1768985.00
9	Deduction under Chapter VIA			
(A)	Sections 80C, 80CCC and 80CCD			
(a)	section 80C	Gross Amount	Deductible Amount	
(i)	Housing Loan Principal	179402.00		
(ii)	Provident Fund	82131.00		
(b)	Section 80CCC	0.00		
(c)	Section 80CCD	0.00		
		261533.00	150000.00	
(B)	Other sections (for e.g. 80E, 80G, 80TTA etc.) under Chapter VIA	Gross amount	Qualifying amount	Deductible amount
10	Aggregate of deductible amount under Chapter VI-A			Rs. 150000.00
11	Total Income (8-10)			Rs. 1618985.00
12	Tax on total income			Rs. 298196.00
13	Less Section 87a			Rs. 0.00
14	Surcharge			Rs. 0.00
15	Education Cess @ 3% (on tax computed at S.No.12-13+14)			Rs. 8946.00
16	Tax payable (12-13+14+15)			Rs. 307142.00
17	Less: Relief under section 89 (attach details)			Rs. 0.00
18	Tax payable (16-17)			Rs. 307142.00

## Verification

I, SUBRAMANIAN HARIHARAN, son / daughter of HARIHARAN HARIHARAN working in the capacity of AUTHORISED SIGNATORY do hereby certify that the information given above is true, complete and correct and is based on the books of account, documents, TDS statement and other available records.

This certificate is signed using digital signature

For CITICORP SERVICES INDIA PRIVATE LIMITED

Signed By : SUBRAMANIAN HARIHARAN

Place : MUMBAI Designation : AUTHORISED SIGNATORY

Date : 06/06/2018 Certificate Issuer: e-Mudhra CA

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 & address of employer : CITICORP SERVICES INDIA PRIVATE LIMITED  
: 5TH FLOOR, CITI CENTER  
: BANDRA-KURLA COMPLEX  
: BANDRA (EAST),  
: MUMBAI  
: 400 050  
2.TAN : MUMC16888E  
3.TDS Assessment Range of the employer : MUMBAI  
4.Name,designation and PAN of employee : SIVA SURENDHAR SURESH/ BGWPS8866B  
5.Is the employee a director or a person : NO  
with substantial interest in the company:  
(where the employer is a company) :  
6.Income under the head "Salaries" of the : 1990381  
employee (other than from perquisites) :  
7.Financial year : 2017-2018  
8.Valuation of Perquisites :

Sr No. (see rule 3)	Nature of perquisites	Value of perquisite as per rules	Amount,if any,recovered from the employee	Amount of perquisite chargeable to tax(3-4)
(1)	(2)	(3)	(4)	(5)

1.Accommodation  
2.Cars/Other automotive  
3.Sweeper, gardener, watchman or personal attendant  
4.Gas, electricity, water  
5.Interest free or concessional loans  
6.Holiday expenses  
7.Free or concessional travel  
8.Free meals  
9.Free education  
10.Gifts, vouchers, etc.  
11.Credit card expenses  
12.Club expenses  
13.Use of movable assets by employees  
14.Transfer of assets to employees  
15.Value of any other benefit/amenity/service/privilege  
16.Stock options (non-qualified options)  
17.Other benefits or amenities - SA\_PERK  
18.Total value of perquisites  
19.Total value of Profit in lieu of salary as per 17(3)

9.Details of Tax, -  
(a) Tax deducted from salary of the employee u/s 192(1) : As per Form-16  
(b) Tax paid by employer on behalf of the employee u/s 192(1A): NIL  
(c) Total tax Paid : As per Form-16  
(d) Date of payment into Government treasury : As per Form-16

DECLARATION BY EMPLOYER

I, SUBRAMANIAN HARIHARAN, son / daughter of HARIHARAN HARIHARAN working as AUTHORISED SIGNATORY do hereby declare on behalf of CITICORP SERVICES INDIA 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 Sec.17 and rules framed thereunder and that such information is true and correct.

This certificate is signed using digital signature  
For CITICORP SERVICES INDIA PRIVATE LIMITED  
Signed By : SUBRAMANIAN HARIHARAN  
Designation : AUTHORISED SIGNATORY  
Certificate Issuer: e-Mudhra CA

Place : MUMBAI  
Date : 06/06/2018

Emp. No. : 1010053740 PAN: BGWPS8866B