

Please find below guidelines while submitting Investment Declaration on HRMS portal.

1. After logging in HRMS, please click on E Investment Application. Please select the appropriate tax Regime – Old Regime/ New Regime.

2. The declaration amount has to be given on “Applied amount” column.

Investment Declaration Details

Sr No.	Sections	Particulars	Applied Amount	Approved Amount	Proof Submit	Document Upload
1	Section 24B	Interest Paid On Housing Loan -1	0.00		No	Choose File No file chosen

3. “Interest paid on Housing loan” declaration amount has to be given in Section 24B.

Sr No.	Sections	Particulars	Applied Amount
1	Section 24B	Interest Paid On Housing Loan -1	0.00

4. Sec 80 C Investment declaration has to be mentioned in Section 80C as per projection. PF employee contribution amount will be considered automatically, hence there is no need to declare the PF contribution amount, if opted for Provident fund.

2	Section 80C	Ppf	<input type="text" value="0.00"/>
		Nsc	<input type="text" value="0.00"/>
		Ulip	<input type="text" value="0.00"/>
		Invest. In Mutual Fund	<input type="text" value="0.00"/>
		Investment Pension Fund	<input type="text" value="0.00"/>
		Lic	<input type="text" value="0.00"/>
		Investment In Infrastructure Bond	<input type="text" value="0.00"/>
		Bonds Issue By Banks	<input type="text" value="0.00"/>
		Post Office Ctd	<input type="text" value="0.00"/>
		Fixed Deposit	<input type="text" value="0.00"/>
		Housing Loan Principal	<input type="text" value="0.00"/>
		Tuition Fees	<input type="text" value="0.00"/>

5. Medical Insurance Premium for Self and Parents – Investment declaration has to be given in Section and sub section of 80D, as per projection.

3	Section 80D	Medical Insurance Premium	<input type="text" value="0.00"/>
		Medical Insurance Premium(Parents)	<input type="text" value="0.00"/>
4	Section 80DD	Medical For Handicap Dependence	<input type="text" value="0.00"/>
5	Section 80DDB	Medical Treatment Covers Neurological Diseases	<input type="text" value="0.00"/>

6. In case of other Investment projections can be given in the below sections as per projection.

6	Section 80E	Interest On Education Loan
7	Section 80U	Deduction For Permanent Disability
8	Section 80G	Donation
9	Section 80CCD	National Pension System (NPS)

7. In case of HRA declaration, monthly rental amounts has to be shown in “Applied column”.  
Select Yes/ No from the drop down list in “Metro/ No Metro”.

SDF		CDR		
House Rent Allowances Exemptions u/s 10(13 A)(Enter Monthly R				
Sr No.	Rent Paid/Pable For	Applied Amount	Metro/No Metro	Approved Amount
1	Apr	<input type="text"/>	No	
2	May	<input type="text"/>	No	
3	June	<input type="text"/>	No	
4	July	<input type="text"/>	No	

8. In case of New joinee during this financial year ( April 2022- March 2023) HRA monthly declaration has to be given only from the month of Joining.
9. After completing the Investment declaration updation, please click on Save.