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OFFICE MEMORANDUM

No.A.33025/1/2013-F.Est/74, the 6th June, 2016. It has been observed with regret that Income Tax has never been deducted from the salary of a considerable number of employees of different Departments under the Government of Mizoram, who are liable to pay the tax as per relevant provision of the Income Tax Act - 1961, due to non-reflection of relevant information such as deductible amount, PAN Card details etc of the employees by the concerned Drawing & Disbursing Officers (DDOs) in the pay bills submitted to the Treasury Offices. This default in payment of Income Tax places the employees and the Departments concerned liable to be fined penalty consequently resulting in pecuniary loss and embarrassment for the Government.

Therefore, in order to avoid such situation, all Drawing & Disbursing Officers (DDOs) of different Departments/Offices under the Government of Mizoram are informed to strictly follow the instructions laid down below :-

1. All Drawing & Disbursing Officers (DDOs) shall identify employees liable to pay the Income Tax/TDS under their jurisdiction.
2. All types of tax deduction shall be done through Treasury Offices and Income Tax/TDS shall be reflected in all pay bills submitted to the Treasury Offices, as required by Rule 222 of the Central Treasury Rules Volume-I, by the Drawing & Disbursing Officers (DDOs).
3. Henceforward, if Income Tax/TDS is not reflected in pay bills, they shall not be passed by the Treasury Offices without making any exception.

The contents of this Office Memorandum may be brought to the notice of all concerned by every Administrative Department and Head of Department in their respective Departments.

Lalropara,
Secretary to the Govt. of Mizoram,
Finance Department.