



GOVERNMENT OF INDIA  
MINISTRY OF FINANCE

OFFICE OF THE PRINCIPAL COMMISSIONER OF INCOME TAX

THRISSEYAKAR BHAVAN, SAKTHAN THAMPURAN NAGAR, THRISSUR-680001

F.No.Pr CIT/TCR/Tech/2018-19/665

Date : 17/07/2018

To  
The Drawing & Disbursing Officer,  
GOVERNMENT ENGINEERING COLLEGE  
THRISSUR  
VILLAVATTAM ENGINEERING COLLEGE POST  
RAMAVARAMAPURAM THRISSUR

Sub : Filing of Income Tax Returns by Government Servant/Quasi Govt/PSU/Corporation – reg.

Madam/Sir,

As you might be aware, every person who is having income more than Rs. 2,50,000/- is bound to file his/her return of income. This includes the Government Servants also. I hope, you will agree that as government servants, we should abide by laws as Citizens of our country.

2. From this year i.e. Assessment year 2018-19 onwards, the Parliament has amended the income Tax Act, 1961 by introducing a new section 234F imposing late fee on every person who is not filing his/her return of income within the due date. For salaried employees, the due date is 31-07-2018. This means all the salaried employees have to file their returns of income for the Financial Year 2017-18 (Assessment year 2018-19) on or before 31-07-2018. Otherwise they all mandatorily have to pay late fee amounting between Rs. 1,000/- to Rs. 10,000/- as per the provisions of Section 234. Also, a penalty of Rs. 5,000/- can be imposed under section 271F on them. In addition to this, they can be prosecuted under section 276CC of the Income Tax Act for all terms varying between three months to seven years.

3. It may please be noted that these provisions are applicable to all the persons having gross income (excluding deductions) above Rs. 2,50,000/-. Further, if the income is above Rs. 5,00,000/-, income tax return should be e-filed. Up to Rs.5,00,000/- income, paper return can be filed. Any refund claim should be by e-filing only. Therefore, I request you to kindly intimate and advice all the employees to whom the gross salary paid in F.Y.2017-18 (A.Y. 2018-19) is more than Rs. 2,50,000/- to file their returns of income before 31-07-2018.

4. A copy of this letter, may be handed over to each of your employees who draw their salary through you. You may also discuss this issue with the Head of your Office/Department and request him/her to issue a circular to all the employees to file their return of income well in time.

Yours faithfully,  
Sd/-

(R GOVINDARAJAN, IRS)

Principal Commissioner of Income Tax, Thrissur.

CCF

- 1) to circulate in staff @ gec  
2) to publish in website

The document is digitally signed  
Signer: S V JAYANDAN  
INCOME TAX OFFICER(HQ)  
Date: 17/07/2018