



No. CWC/FD-SG/2021-22/Payroll

06th April 2021

CIRCULAR

New Financial Year 2021-22 has started and income tax has to be deducted from the salary of employees from April' 2021 onwards for depositing to income tax department according to the income tax guidelines. Hence, all the employees are requested to declare their proposed investment for the financial year 2021-22, so that proportionate tax could be calculated and systematic deduction from the salary can be started early.

2. Therefore, all officers/employees should fill their investment declaration online on <https://ind.megasoftsol.com/eHRMS/CWC/Login.aspx?cmp=CWC> at the earliest, and submit signed hard copy of same upto 16th April' 2021 for FY 2021-22 and submit proof of the investment by 15.12.2021 for the same.

3. Employees who are transferred during the FY 2021-22, shall be liable to submit a fresh form at the Region where employee got transferred, with requisite details and proofs, to claim the benefits of deduction declared in their respective form.

(Ajay Kumar Arora)
Sr. Asst. Manager (A/cs)
Salary Section,
Finance Division

Distribution:

1. All HoDs, CWC, CO, New Delhi
2. All RMs of Regional Offices, CWC.
3. PS to MD/PS to Director (Pers.)/ Director(Fin) Sectt./PS to Director(MCP), New Delhi.
4. GGM(System), CWC, CO, New Delhi for uploading the circular on CWC Website.
5. Megasoft Solutions Pvt. Ltd. Office 475, UdyogVihar, Phase-V, Gurgaon, Haryana, India for necessary action.

निगमितकार्यालय: वेअरहाउसिंगभवन, 4 / 1, सीरीइंस्टीच्यूशनलएरिया, अगस्तक्रान्तिमार्ग, हौज़खास, नईदिल्ली -
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