



THE ISLAMIA COLLEGE OF SCIENCE AND COMMERCE,
SRINAGAR KASHMIR
UGC AUTONOMOUS (NAAC ACCREDITED GRADE - A)

Phone No.2426819, 2423192
Fax: 0194-2429014
Email: principal@islamiacollege.edu.in

No: ICS/Accts/390-91

Dated: 03-08-2022

CIRCULAR

All the Income Tax paying faculty members as well as pensioners of the College are hereby informed to check their Income Tax Credits in the respective PAN two weeks after submission of each quarter of TDS as per details given below and report the discrepancy, if any, to the undersigned in writing immediately so that the same is got rectified in time. Late reporting by the faculty member(s)/pensioner(s) becomes difficult to rectify and causes great inconvenience to the faculty members as well as to this office.

Quarter	Last Date of Filing (Each year)	Check Tax credit after
1 st	31 st July	15 th August
2 nd	31 st October	15 th November
3 rd	31 st January	15 th February
4 th	30 th April	15 th May

No representations henceforth regarding any mismatch in tax credits shall be entertained after the closure of subsequent quarter. All to note please.

Sd/--
Seal & Signature of DDO