



**BY SPEED POST/BY HAND/E-MAIL**

	<p>रक्षा लेखा नियंत्रक कार्यालय, चन्नई <b>Controller of Defence Accounts, Chennai</b> ६१८, अन्ना सालै, तेनामपेट, चन्नई - ६०० ०१८ 618, Anna Salai, Teynampet, Chennai - 600 018 प्रशासन - III अनुभाग Admn. - III Ph.: 044-24349980 Ext.: 121 Fax : 044-24348142 Email - <a href="mailto:ancdachennai.dad@nic.in">ancdachennai.dad@nic.in</a> or <a href="mailto:ancdachennai@gmail.com">ancdachennai@gmail.com</a></p>	
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No.AN/Pay III/GPF Corr

Date : 29 Feb 2020

To

GOs/SAOs/AOs in Main Office  
All sections in Main Offices  
All sub-offices under CDA Chennai

Sub : GPF subs and income tax recovery for the FY 2020-21

Details of recovery on account of GPF subs and income tax to be made in the pay bill for the month of Mar 2020 and onwards may please be intimated in the following format by 10 Mar 2020.

2. The following points may please be noted:-

- Amount of GPF subs should not be less than 6% and not more than Basic Pay.
- Income tax recovery should be done in every payment proportionately throughout the year as per instructions issued by income tax authorities. Hence all officers/staff may calculate their approximate income tax for the financial year 2020-21 and recovery may be done accordingly, which will avoid heavy income tax recovery at the last quarter of the financial year.

आर. नारायण प्रसाद / R. NARAYANA PRASAD  
वरिष्ठ. रक्षा अधिकारी / Sr. Accounts Officer  
Sr Accounts Officer (AN/Pay) the CDA  
618, अन्ना सालै / 618, Anna Salai,  
चन्नई - 600 018 / Chennai-600 018

**DETAILS OF GPF SUBS AND INCOME TAX RECOVERY FROM MAR 2020 AND ONWARDS**

OFFICE/SECTION : .....

S/No	Name	Designation	Personal A/c No.	GPF Subs (in Rs.)	IT recovery (in Rs.)	Signature of the individual
1						
2						
3						

**Copy to:-**

EDP Section (M.O) - Please upload this letter in CDA Chennai web-site.