



NEIGRIHMS

पूर्वोत्तर इंदिरा गांधी क्षेत्रीय स्वास्थ्य एवं आयुर्विज्ञान संस्थान शिलांग**NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES, SHILLONG**

(भारत सरकार स्वास्थ्य एवं परिवार कल्याण मंत्रालय स्वायत्त संस्थान)

(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)

निदेशक ब्लॉक मावडीयांगडीयांग, शिलांग - 793018 मेघालय
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No. ACCT-SALOITAX/1/2024-ACCT

Dated the

C I R C U L A R

Kindly find enclosed herewith the Standing Circular **No.NEIGR-Fin/Accts(A)/26/2014, Dt 08.04.16** relating to time schedule for Income Tax deduction/computations, submission of declarations of savings/investments/deductions/etc.

It is requested that all Faculty, Officer and Staffs of the institute's including JR(PG)/ SR(DM) and SRDs/JRDs who are liable to pay Income Tax to kindly co-operate with the time schedule as per the Standing Circular.

It is hereby informed to all concerned employees who are liable to pay Income Tax that, there are 2(Two) Tax Regime i.e **(1). New Tax Regime** and **(2). Old Tax Regime** for calculating of Income Tax.

Therefore, all concerned employees are hereby requested to intimate the undersigned regarding his/ her intended tax regime during the Financial Year 2025-2026 for computation and calculation of Income Tax .i.e. **(1) Old regime or (2) New regime.**

This option can be exercised only once in a financial year and can only be change at the time of filing Income Tax Return.

In case, no option is received from the concerned employee/s within 30 (thirty) days from the date of issue of this circular, it will be presumed that the employee has opted for the new tax regime and tax shall be deducted in accordance with the rates provided under section 115BAC.

All sections/departments are requested to re-circulate the Standing Circular mentioned above amongst their staff for information and necessary compliance. ***Failing which the institute will not be held responsible for any lapse in future.***

This circular shall continue to be applicable for the subsequent financial years also until further notice.

This is issued with the approval of the Competent Authority

**(Lt.Cdr. Pawan Deep)
Deputy Director(Admn)**

Memo No. ACCT-SALOITAX/1/2024-ACCT

Dated the

1. PA to Director, NEIGRIHMS for kind information of the Director.
2. PS to DD(A), NEIGRIHMS for kind information of DD(A).
3. PS to Financial Adviser, NEIGRIHMS formation of FA.

4. PA to Medical Superintendent, NEIGRIHMS for kind information and wide circulation in the Department/Sections/Unit under the direct control of MS.
5. PA to Dean, NEIGRIHMS for kind information and wide circulation in the Academic Department.
6. All HODs/Section Heads/In-charge for kind information and necessary circulation amongst all the Faculty/Doctors/Officers/Staff in their respective Department/Sections/Unit. **It is also requested that as and when newly appointed employees join in the Department(s) / or on leave, contents of this Circular may be brought immediately to their notice for necessary compliance.**
7. Principal, College of Nursing, NEIGRIHMS for kind information and wide circulation in the College.
8. Shri. Shambhu Nath Lal, Programmer, IT Cell, NEIGRIHMS for uploading in the Institute's website.
9. All Notice Boards (Administrative Block/Hospital/College of Nursing/MRO Hostel).

(Lt.Cdr. Pawan Deep)
Deputy Director(Admn)