Income Tax Deduction for Family Pensioners

1. Introduction

For deducting Income Tax for Family pensioners, certain changes are done in SAMPANN. Also the Income tax deducted will be shown in related reports.

2. Process of Income Tax deduction

<u>NOTE</u>: For deducting income Tax for family pensioner, his/ her PAN should be available in SAMPANN. If PAN is not available in SAMPANN, CCA office should provide PAN to the CPMS Helpdesk for updation in SAMPANN.

DH PDA should login using his/ her credentials in SAMPANN. He should enter the monthly Income Tax amount which is to be deducted for family pensioner. Health and education cess will be calculated automatically based on Income tax amount (Fig.01). DH PDA should then send the monthly pension bill for approval to AAO PDA and further to AO PDA. AO PDA should send the bill to PFMS for payment.

After successful payment of monthly bills, the Income Tax deducted for family pensioners will be shown in given reports.

												D	ealing	Hand(Pension	ı Distrib	uting Authority)	8	User -
nly Bill (Generation Fo	or Family Pension	(IDA)															
Tax Percentage : *		0%					Financial year : *			2021-22					~			
Month :	Month : *		July					•									Reset	
														Fresh		Return		
Show	50 🗸 entries		IESC											Hasith and		84	18	
•	Pensioner Name	PPO Number 🕴	Code/ ¢ SOL No.	Account ¢ No.	Basic Pension	DR Rate	÷	Arrear Amount	¢	Total Amount Payabl	• •	I.Tax	¢	Education Cess	¢	Recovery	Net Pa Amour	iyable nt
	Mrs. SUNITA SONU HOODA	802021019208418	SBIN0001183	34756229998	2250			0				100		4.00		Recovery	NaN	
✓ Showing	1 to 1 of 1 entrie	es (filtered from 11 tota	l entries)															
															FIR	st	I Ne	EXIL
																Save 8	Send for A	АО Арр

(Fig.01)

2.1 Month wise Income Tax Payment Report

To view Month wise Income Tax Payment Report for Family Pensioner- go to **Report** \rightarrow **Income Tax Payment Report**. Select Financial Year, **Month wise search**, Enter From Date and To Date. Now click on the Search button.

										Administr	ator 🙁 User •		
ne Tax Payment Report													
Office Name :*	сс	:A - Bihar Telecom C	ircle		✓ Yea	r :*		2021-3	2021-22				
	0 Q.	uarter wise Search	Month wise Search										
From Date:*	01/	06/2021			То	Date:*		30/06/2	021				
	Se	arch Reset											
Show 10 v entries	Print Excel									Search:			
Pensioner Name	PPO Number 🕴	Pan No 🕴	Bill Generation Date 🕴	Date Of Payment 🕴	Amount Paid \$	TDS \$	Surcharge 🛊	Education Cess	Any Other Cess	Total Tax Deducted 🕴	Date Of Deduction		
KAMLA	802018106100230	BPEPK2563M	23/06/2021		30464	2000.00	0.0	80.00	0.0	2080.00	23/06/2021		
SUNITA SONU HOODA	802021019208418	ATUPS8956G	23/06/2021		5848	100.00	0.0	4.00	0.0	104.00	23/06/2021		
Showing 1 to 2 of 2 entries											Previous 1 Next		

Here Month Wise Income Tax Deducted will be shown as shown in (Fig.02)



2.2 Quarter wise Income Tax Payment Report

To view Quarter wise Income Tax Payment Report for Family Pensioner- go to **Report** \rightarrow **Income Tax Payment Report**. Select Financial Year, **Quarter wise search**, select the Quarter. Now click on the Search button.

Here Quarter Wise Income Tax Deducted will be shown as shown in (Fig.03)

	cc	A - Bihar Telecom C	ircle		✓ Yes	ar :*		2021-22	2021-22					
	 QL 	● Quarter wise Search ○ Month wise Search												
onth :*	Q2	(April-Jun)												
	Se	arch Reset												
how 10 🗸 entries	Print Excel									Search:				
how 10 v entries Pensioner Name *	Print Excel PPO Number \$	Pan No 👙	Bill Generation Date \$	Date Of Payment 🗍	Amount Paid 🛊	TDS \$	Surcharge \$	Education Cess \$	Any Other Cess \$	Search: Total Tax Deducted \$	Date Of Dedu			
how 10 v entries Pensioner Name A KAMLA	Print Excel PPO Number \$ 802018106100230 \$	Pan No 💠 BPEPK2563M	Bill Generation Date \$ 23/06/2021	Date Of Payment	Amount Paid \$	TDS \$	Surcharge \$	Education Cess \$	Any Other Cess \$	Search: Total Tax Deducted \$ 2080.00	Date Of Dedu 23/06/2021			

(Fig.03)

2.3 Monthly Tax Payment Report

To view Consolidated Monthly Tax Payment Report - go to **Report** \rightarrow **Monthly Tax Payment Report**. Select Financial Year and month. Now click on the Search button.

Here Consolidated Monthly Tax Payment Report will be shown as shown in (Fig.04)

CPMS									Acc	ounts Officer(Pension Disbursing	Authority)	User +
Dashboard	Month	ly Tax Deducted										
& Users < □ Upload Utility <				Office Name :		CCA - Bihar Telecom C	ircle			~		
		Month :		June			✓ Year:					~
(a) Allotment <			Search Re	eset								
Grievance Management		Show 10 v entries Print	Excel							Search:		
Resend Pail Cases Approval <		CCA Office Name	*	Month \$	Year	Tax Amount Deducted	9 ¢	Ccss	¢	Total Tax Amount Deducted		¢
Ø PDA Uliiity ←		Showing 1 to 1 of 1 entries			1011111	2100		04.00		101.00	Previous	1 Next
Ø Bank Data Migration												
Jeevan Pramaan C Payment Slip Generation	© 202	1 -Comprehensive Pension Management S	rstem (CPMS)									
IT Calculation Sheet												
)≊ Reports												
Service Verification Pendency at HOO level Other Bill Report												

(Fig.04)

3. Process of Income Tax deduction in Supplementary Bills for Family Pensioners

To generate Supplementary Bill for Family Pensioner with Income Tax- DH PDA should go to **Supplementary Bills** \rightarrow **Generate Bills**. Now enter PPO No. of the Family Pensioner and then click on the search button. Here, DH PDA can fill the Income Tax for Family Pensioners as shown in (Fig.05). Cess will be calculated automatically based on I.T. amount.

CPMS				Dealing Hand(Pension Distributing Authority)	
Dashboard					
	Generate Supplementary Bills				
La Action <					
IC & DLC Verification <	Enter PPONumber :*	802021019208418 Search			
Grievance Management					
C Investment Declaration	Name Of Retiree:	RAM S TOMAR	Vendor Code:	DOT00036434	
	PAN:	ATUPS8956G	Account No.:	34756229998	
Le PDA Utility <	IFSC:	SBIN0001183	Pay Commission:	2nd PRC	
☑ Bank Data Migration 〈	Claimant Name:	SUNITA SONU HOODA	Claimant PAN:	ATUPS8956G	
🕼 Jeevan Pramaan 🛛 🤇					
l≊ Reports <	Select Payment Type :*	Family Pension 🗸			
🕼 Sunnlamantaru Bilk 🗸 🗸	Gross Amount:*	25000	Income Tax :	2000	
C Generate Bills	Cess:	80	Recovery :		_
2 View Bills					
_	Net Amount	22920	Remarks:*	June-21 Monthly Pension	
🗈 Audit Trail				Save And Generate Bill	
	© 2021 -Comprehensive Pension Management Sy	stem (CPMS)			

(Fig.05)

IT and cess amount will be visible at- DH PDA- Supplementary Bills- View Bills. (Fig. 06)

CPMS												Dea	aling Hand(Pen	sion Distributin	g Authority)	User -
Dashboard	Suppler	nentary Bills generat	ed by Dealin	g Hand												
☑ Action <																
ILC & DLC Verification 《	s	elect DA Type :*		IDA		Select Payment Type :*			Family Pension							
193 Grievance Management 〈	В	ill Type		Generated Bills	Generated Bills				~			Search				
C Investment Declaration	:	Show 10 v entries												Sea	rch:	
☑ PDA Utility <		•	•	PPO Number 🕴	Pensioner / Claimant Name	Payment Type	Vendor Code	Account +	IFSC \$	Gross Amount	Tax \$	Cess \$	Recovery \$	Net Amount \$	Remarks 🗍	Action \$
		0		802021019208418	SUNITA SONU HOODA	Family Pension	DOT00036434	34756229998	SBIN0001183	25000	2000	80	0	22920	June-21 Monthly Pension	1
🧭 Jeevan Pramaan 🧹 🤇		Total number of rec	ord 1 First	Previous 1 Ne	ext Last											
l≋l Reports <																
																Sent to AAU
🖹 Audit Trail																
	© 2021	-Comprehensive Pensior	Management	System (CPMS)												

(Fig.06)

Tax deducted in Supplementary Bills will be account for in the reports mentioned in Section 2.