



**PUNJAB STATE TRANSMISSION CORPORATION LIMITED**

Regd. Office : PSEB, Head Office, The Mall, Patiala-147001, Punjab, India.  
Corporate Identity Number: U40109PB2010SGC033814, Web Site: [www.pstcl.org](http://www.pstcl.org)  
O/o Accounts Officer/Corporate Audit, 2<sup>nd</sup> Floor, Shakti Sadan, Patiala.  
Tel.No: 096461-11047, Fax No: 0175-2308233, Email: [ao-ca@pstcl.org](mailto:ao-ca@pstcl.org)

To

1. Chief Engineer/TS, PSTCL, Patiala.
2. Chief Engineer/HR IT & Planning, PSTCL, Patiala.
3. CFO, PSTCL, Patiala.
4. Financial Advisor. PSTCL, Patiala.
5. Dy CE/Administration, PSTCL, Patiala.
6. All SEs/Dy Chief Engineers, PSTCL, Patiala in Head office.
7. Sr. PS to CMD,PSTCL, Patiala
8. Sr. PS. to Director/Tech, PSTCL, Patiala.
- 9 Sr. PS to Director/F&C, PSTCL, Patiala.
- 10 Sr. PS. to Director/Admn, PSTCL, Patiala.
- 11 Accounts Officer/ A&R, PSTCL, Patiala.
- 12 Accounts Officer/ P&A/Cash, PSTCL, Patiala.
- 13.Accounts Officer/Corporate Audit –I, PSTCL, Patiala

Memo No: /Bill-009 Date:

**SUB: - Submission of Income Tax Statements of Non-Gazetted staff for the Financial Year 2015-16 (AY 2016-17).**

In this regard, it is requested that the Non-Gazetted Staff under your control may be directed to send their tentative Income Tax Statements alongwith proof of savings and house building loans, interest/principal etc. as **admissible** for the F.Y. 2015-16 to this office before 15.09.2015 so that necessary deduction of Income Tax is made accordingly, otherwise income tax will continue to be deducted as per data/record available with this office. The official shall be responsible for excess/less deduction of TDS.

In case statement is not received by stipulated date, this office will not be held responsible for the excess deduction of income tax.

Accounts Officer/Corporate Audit-II,  
PSTCL, Patiala.

**CC:**

Copy of the above is forwarded to Sr. Executive Engineer/IT, PSTCL, Patiala for uploading on website of the Company please.

