



PERSONAL ATTENTION/
MOST IMMEDIATE

GOVERNMENT OF KERALA

No. 64314/SL1/14/Fin.

Finance (SL) Department
Dated: 16. 07.2014.

From

The Additional Chief Secretary (Finance)

To

S. Sreekumar,
The Director of Treasuries,
Thiruvananthapuram.

Sir,

Sub:- Income Tax-TDS-valid form 16/16 A instructions issued. - Reg.

It has come to the notice of Government that some treasury officers are issuing TDS certificates not in the form prescribed by Income Tax Department. The Income Tax Department, Government of India already clarified that valid certificates downloaded from TRACES bearing 7 character alphabet unique certificate number and with TDS-CPS logo on left side and national emblem on right side alone is valid for IT claims. Hence you are directed to issue immediate instructions to all treasury officers to issue TDS certificate in Form 16/16 A downloaded only from TRACES. Any violation to these instructions will be viewed seriously and disciplinary action will be taken accordingly. The details of the form is available in the website 'www.tdscpc.gov.in' .

Yours faithfully,

A.R.AJAYAKUMAR
ADDITIONAL SECRETARY
FOR ADDITIONAL CHIEF SECRETARY (FINANCE)

Approved for Issue,

Accounts Officer.