## briefcase

A silver replica of the Ganesh idol installed by Lokmanya Bal Gangadhar Tilak was installed in a temple at Kesari Wada on Sunday.

**Religion**

### 1 SILVER REPLICA OF GANESH IDOL INSTALLED

A silver replica of the Ganesh idol installed by Lokmanya Bal Gangadhar Tilak was installed in a newly built magnificent temple at Kesari Wada. The replica was installed by the trustee of Kesari-Maratha Trust Rohit Tilak and his wife Pranati Tilak at a ceremony held on Sunday. City MP Suresh Kalmadi, his wife Meera Kalmadi, MLC Ulhas Pawar, Deepak Tilak, Geetali Tilak Mone, Ashok Godse, Virendra Kirad, Vishnupant Mehendale and Ajit Apte were present. Speaking on the occasion, Rohit Tilak said, "The Ganesh festival started by Lokmanya Tilak is now completing 116 years. This permanent Ganesh temple at Kesari Wada will inspire people to unite again for fighting against enemies that are troubling us after independence." The replica is made of 25 kilogrammes of silver and its crown has been polished with gold and has been crafted by experts from PN Gadgil Jewellers.

**Workshop**

### 2 TRAINING PROGRAMME ON 'DYNAMIC MANAGERS'

The Mahratta Chamber of Commerce, Industries and Agriculture (MCCIA) has organised a training programme on "Dynamic Managers" on Wednesday from 10.00 a.m. to 5:30 p.m. at MCCIA office on Senapati Bapat Road. The programme will focus on real tools and management techniques, a manager or leader is required to develop. The programme provides ways to tackle problems and different situations in a dynamic manner. The programme is designed for managers, executives, officers, team leaders, group leaders, business owners, supervisors and all aspirants. The programme will be conducted by Sunil Mirchandani, who is a trainer from the Tej Gyan Foundation (TGF). For registration contact - Parag Kulkarni or Chandrashekhar Pathak, MCCIA. Tel.: 25709241 / 25709181 E-mail: *paragk @mcciapune.com* or *chandrashekharp @mcciapune.com.*

**Appointed**

### 3 SUSHIL GAIKWAD IS SENIOR DCM OF PUNE DIVISION

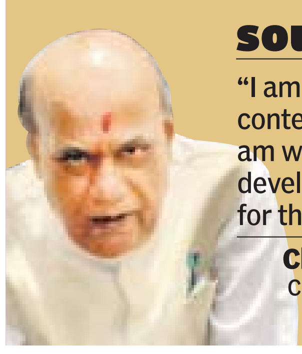
Sushil R Gaikwad has taken charge as senior divisional commercial manager (DCM) of the Pune division of the Central Railway. He belongs to Indian Railway Traffic Services (IRTS) 1998 batch. He had worked in various capacities like area officer, assistant operations manager (Bangalore), divisional operations manager (Chennai), senior traffic manager (Chennai) and divisional operations manager (Mumbai). Earlier, he was working as senior divisional operations manager in the Solapur division. Senior DCM Ashok Malhotra been transferred to Central Railway headquarters as a presenting officer on Railway Claims Tribunal.

**Stir**

### 4 CGHS STAFF PARTICIPATE IN HUNGER STRIKE

As per the call given by the All India Central Government Health Scheme Employees Association, CGHS employees all over India participated in the 24-hour relay hunger strike from July 20 to July 24. The employees are agitating for the revocation of suspension order of national leaders Ramkishen and Jaidev of CGHS (Delhi) and termination order of pharmacist at CGHS (Ahmedabad) Dilip A Vasava. These employees were suspended or terminated during the CGHS strike in February 2009. In Pune, the strike began on July 20 at the Swasthya Sadan premises, Mukundnagar, followed by demonstration on the concluding day on July 24. The agitation will be intensified with a rally on August 7 in New Delhi.

## soundbyte



"I am definitely going to contest the election. But I am working for the development of the area. for the last five years."

**Chandrakant Chhajed,**
Congress MLA from Bopodi

See P3

## weather & almanac

**Temperature**

| | |
|---|---|
| Maximum | 27.5°c |
| Minimum | 22.2°c |
| Humidity | 85% |
| Sunrise | 0610 |
| Sunset | 1912 |
| Moonrise | 1112 |
| Moonset | 2302 |
| Rainfall | 2.3 mm |

**Forecast:** Few spells of rain, maximum and minimum temperature will be between 28 and 22°C.

**Monday**
Shri Vikram Samvat 2066, Sake Era 1931, Sun Dakshinayan, Uttar Gole, Varsha Ritu, Srawan Shukla Paksha Sasthi till 3.58 pm, Nakshatra Hasta till 5.24 pm, Yoga Siddha till 3.37 am, Karan Taitil till 3.58 pm, and after that Gar till 3.43 am, and Vanij Starts.
**Rahu Kala time:** 7.30 am to 9.00 am
**Yam Ganda time:** 10.30 am to noon
**Best Period:** 9.00 am to 10.30 am, & 5.30 pm to 7.30 pm

**HERE IS A READY RECKNOR FOR FILING OF INCOME TAX RETURNS FOR ALL ELIGIBLE CITIZENS**

# Follow these simple steps and ways to get your TAX FIGURES RIGHT

**Although the last date for filing income tax returns is less than a week away (July 31), some of us are still unaware about the procedure and guidelines. Chartered accountant Rishabh Parakh, who is the director of Money Plant Consulting, explains the do's and don'ts about filing returns:**

**Q. I have a Permanent Account Number (PAN). Do I still need to file my tax returns?**
**A.** Just having a PAN number does not mean that you have to compulsorily file your tax return. As per the Income Tax Act (1961), you are required to file a "Return of Income", if your taxable income exceeds Rs 1.50 lakh for the financial year (Rs1.80 lakh in case of women and Rs2.25 lakh in case of senior citizens). However, you need to have PAN in order to file income tax returns.

**TAX RATES FOR ALL (EXCEPT SENIOR CITIZENS AND WOMEN)**

| Income | Tax |
|---|---|
| Upto Rs1.50 lakh | Nil |
| Rs1.50 - 3 lakh | 10% of total income exceeding Rs1.50 lakh |
| Rs3 - 5 lakh | Rs15,000 +20% of total income exceeding Rs3 lakh |
| Rs5 - 10 lakh | Rs55,000 + 30% of total income exceeding Rs5 lakh |
| Above Rs10 lakh | Rs2.05 lakh +30% of total income exceeding Rs10 lakh + 10% surcharge on tax liability |

**Q. What are the benefits of filing income tax returns (ITR)?**
**A.** Filing ITR is beneficial for an individual as apart from the legal obligations, it is mostly required for the following purposes like:
- For availing any loan facility like home, personal or education
- For visa and immigration processing
- Can be used as an income proof
- Refund in case of excess taxes paid can be claimed
- Can work as an income/net worth certificate
- For applying for a higher insurance cover

**Q. How does one plan for better investments under section 80C?**
**A.** Section 80C is the most important provision under the Income Tax Act (1961). Making use of the available tax deductions can go a long way in helping individuals accumulate wealth. *(See box: Benefits of Tax-Planning)*

**The amount saved in turns can be invested in various avenues as follows and get benefited to the fullest:**
- Properties
- Gold
- Insurance
- Mutual Funds
- Fixed Deposits
- Equities

*For example:* Consider the case of an individual in the highest tax bracket with a gross total income of Rs6 lakh.

If he chooses to ignore the tax sops available under Section 80C, his tax liability will amount to Rs87,550. Conversely, if he chooses to make eligible investments/contributions of Rs1,00,000 under Section 80C, his tax liability will be Rs56,650 i.e. a saving of Rs30,900.

**Tips for better and effective planning of your investments:**
Every tax saving investment scheme has inherent advantages and disadvantages.

Each individual has to decide his investment strategy based on:
- Lock in period and safety of the investment
- Return before tax/Return after tax/Tax free returns
- Whether interest will be treated as fresh investment under Income Tax Act
- Age and risk appetite
- Liquidity, surrender charges etc.

**Some tips to plan your finances better:-**
- One should by default set aside 10% of his/her income
- Avoid waiting to invest lump sum at the eleventh hour as most of the times one tends to run short of money resulting in loss of tax benefit, besides the savings and long term capital appreciation.
- Use ECS/Direct Debit facility offered from bank for investments as direct debit to the account will help investing without fail regularly.
- Invest monthly or quarterly as it provides long term capital appreciation
- Monthly or systematic investments also provide a check against market volatility


**BENEFITS OF TAX-PLANNING**

| Income (Rs) | Tax Rate (%) | Max tax savings after 80C deductions (Rs) | Savings @ 8% pa for 20 years (Rs) | Savings @ 15% pa for 20 years (Rs) |
|---|---|---|---|---|
| Upto Rs1.50 lakh | Nil | – | – | – |
| Rs1.50 - 3 lakh | 10 | 10,300 | 48,008 | 1,68,575 |
| Rs3 - 5 lakh | 20 | 20,600 | 96,016 | 3,37,151 |
| Rs5 lakh & above | 30 | 30,900 | 1,44,024 | 5,05,726 |

**Q. Since tax is already deducted from the salary well in advance as a TDS, then why does one need to file income tax return?**
**A.** Although tax has been deducted and there is no further liability to pay tax, an employee has to compulsorily file his/her income tax return if he/she exceeds the maximum amount not chargeable to tax. It is a declaration to the income tax department that you have derived only income from salary and not any other sources.

**Q. What are different heads of income?**
**A.** As per the Income Tax Act, following are the various heads:
- Salary income
- House property income
- Profit from business/profession
- Capital gains
- Other sources (bank interest etc)

Many a times, employees do not include the interest that they receive on their savings bank account. The entire interest earned on the savings bank account is taxable.
- Omission of income received by a minor child: A minor child is not required to file a separate return of income. However, this income has to be included in the hands of either of the parents, although it may be a small amount of bank interest.
- And if one has income from any of the above heads, then s/he has to account for the same and file the returns.

**Q. Explain the complete procedure to file ITR?**

**Step 1:** Gather all the necessary documents. These are:

**Form No. 16:** This is received from the employer stating your income from salary and tax deducted by your employer from salary income.

**Form No. 16A:** This is received from all the payers who have deducted tax while making payment to you during the year. For example: banks and companies (with whom you have kept fixed deposits) etc.

**Summary of all bank accounts operated during the year:** This summary will give an idea about all the interest income earned during the year.

**Details of property owned during the year:** If you have bought some property during the year and put it on rent then you will need details of rent received and receipts of municipal tax paid during the year. In addition to this, if you have taken this property through a loan, do carry the loan details and a copy of certificate of interest paid during the year.

**Sale & purchase bill/documents/contract note in respect of shares transactions during the year:** You will also need purchase documents corresponding to the sales made during the year. In case of a large number of transactions, it is advisable that you prepare a statement of sale and corresponding purchase of these investments and arrive at the amount of profit or loss, before actually calculating your taxable income.

**Details of tax payments made during the year:** This is required only if you have made advance tax or self assessment payment during the year.

**Step 2:** Select the proper income tax return form i.e. ITR, which is based on the nature of income earned.

**FOR INDIVIDUALS:**

| Form No. | Applicability |
|---|---|
| ITR 1 | Meant for Individuals, who have<br>a) Income from salary<br>b) Interest income<br>c) Family pension |
| ITR 2 | Individuals/HUF not having any income on account of business or profession |
| ITR 3 | Individuals/HUF bring partners in firms and not carrying out business or profession under any proprietorship |
| ITR 4 | Individuals/HUF having income from a proprietary business or profession |

**Step 3:**
**To file your tax returns:**
You can file your returns either physically or electronically.

Under electronic filing, the individual will have to follow the following procedure:
- Visit the Income Tax site *http://www.incometaxindia.gov.in*
- Log on entering your user-ID and password
- Select the respective ITR form
- ITR form will be generated
- Upload the ITR form entering all your information correctly and with a digital signature
- Upon uploading, an acknowledgement will be generated.

However, if the file is uploaded without a digital signature, the individual will have to print form ITR-V and furnish the same to the Income Tax Department by ordinary post to Income Tax Department, CPC, Post Box No - 1, Electronic City Post Office, Bangalore - 560100, Karnataka within thirty days after the date of transmitting the data electronically. No Form ITR-V shall be received in any other office of the Income Tax Department or in any other manner.

For manual/physical filing, the individual will have to take a print out of the respective ITR form from the income tax site along with the acknowledgement form and after duly filling the same file it with the respective income tax office. Forms are available free of cost also.

**Q. What are the documents required, which has to be attached with returns of income?**
**A.** Whether it is electronic or physical filing, under the new procedure, individuals do not have to attach any documents or enclosures with the return of income. However, one should preserve the supporting documents since it can be called at a later stage by an income tax officer to check the correctness of the claims made. Some of the documents are:

- Detailed calculation of taxable income and amount of tax payable/refundable
- Form No. 16/16A (original)
- Counterfoil of all the tax payments made during the year
- Copy of documents concerning sale of investments and properties
- Copy of bank statements
- Copy of proof for all the deductions and exemptions claimed in the return of income

In case of a refund, the bank account details needs to be filled in accurately. In case the refund is opted to be received via ECS direct into the bank account, adequate care should be taken to correctly fill in the MICR code. (Next no. to the cheque no.)

### PRECAUTIONS THAT ONE NEEDS TO TAKE:

**Hazards of delay in filling returns**
Filing the returns till the last minute often leads to a lot of inconvenience. Filing return online very close to the last day is risky as the peak load on the servers of the e-filing website during the last few days may make the whole online filing quiet a frustrating job.

Filing return after the due date may lead to empty the pockets of the taxpayer heavily who has incurred losses which he wants to carry-forward to future years (e.g. house property loss, short-term capital loss, long-term capital loss, etc.). Under the tax laws, such losses are not allowed to be carried forward for being set-off against the income of future years unless the return has been filed by the due date even though all the taxes have been pre-paid.

Similarly, if a paper return is filed, the acknowledgement slip should be preserved carefully.

Little extra precaution on the part of taxpayers can help them avoid committing mistakes while filing of the tax return and keep them away from taxman.

### SOME TIPS TO AVOID LAST MINUTE RUSH:

**Step 1:** Select and get the appropriate forms from the income tax site or offices
**Step 2:** If a professional is handling your taxes, meet him and make an appointment early before your accountant's schedule gets completely booked. If you're preparing your own taxes, set a day aside on your calendar for preparing taxes.
**Step 3:** Review your tax documentation before submission
**Step 4:** You can file your returns offline or online. However, before doing so, check whether you still have a tax liability. If you are still to pay taxes, do so through Internet banking or through cash/cheque at any bank along with Form 280. In both cases, you have to furnish challan details in the income tax return (ITR) form.
**Step4:** Prepare your taxes. Now that you have all of the necessary forms and documentation, you can prepare your taxes without waiting for the last minute.

### PENALTY FOR FILING RETURNS LATE

Avoid such mistakes in future because if you file your returns after the due date, you will be charged a penal interest under section 234A in case you have outstanding tax liability. However, if taxes are already paid, then you can file a belated return at any time before the end of one year from the end of relevant assessment year.