

Tax computation 2013 (Multi Employee Version)

USER GUIDE

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Criticisms are MOST WELCOME because criticism shows path for further development
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IMPORTANT CAUTION:

Save the File frequently, to avoid the data loss. The file has auto save facility only at one stage i.e. when the session is closed by clicking the Close the session button and no where else.

1. Downloading the Software and configuring Excel application

1.1 Downloading the file

Go to www.jitenkumarsahu.blogspot.com and download the Multi Employee version by clicking on the download link which will redirect you to www.rapidshare.com from where you can easily download the file free of cost with out any login or registration.

1.2 Configuring the Excel Application

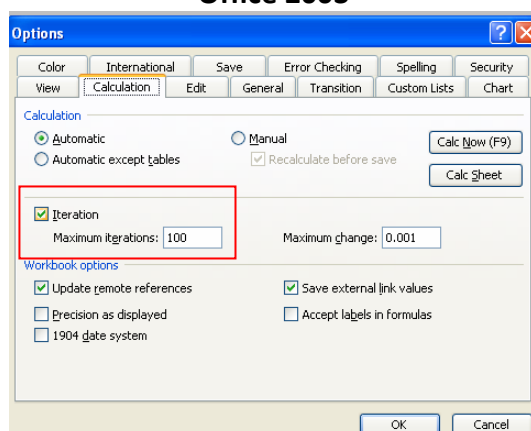
To avail all the benefits of this programme, please activate the following Two Things First.

Before Opening this program open the MS Excel and Activate following, after that open this program, else it will not work properly.

- i) Tools > Options > Calculation > Iteration check > OK and
- ii) Tools > Macro > Security > Low level > OK

Like pictures mentioned below

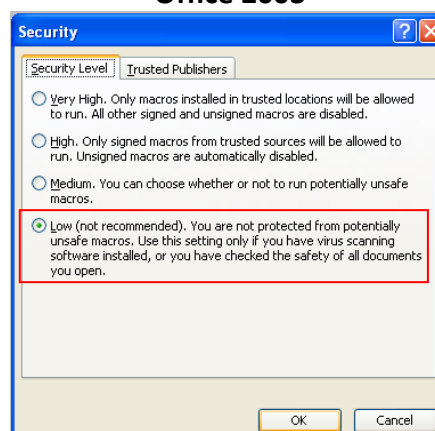
Iteration enabling* Office 2003



Configuration in office 2007 / 2010

1. Click the **Microsoft Office Button** , click **Excel Options**, and then click the **Formulas** category.
2. In the **Calculation options** section, select the **Enable iterative calculation** check box.
3. To set the maximum number of times Microsoft Excel will recalculate, type the number of iterations in the **Maximum Iterations** box. The higher the number of iterations, the more time Excel will need to recalculate a worksheet (recommended 100 above).
4. To set the maximum amount of change you will accept between recalculation results, type the amount in the **Maximum Change** box. The smaller the number, the more accurate the result and the more time Excel needs to recalculate a worksheet.

Macro Enabling Office 2003



Configuration in office 2007

1. Click the **Microsoft Office Button** , and then click **Excel Options**.
2. Click **Trust Center**, click **Trust Center Settings**, and then click **Macro Settings**.
3. **Enable all macros (not recommended, potentially dangerous code can run)** Click this option to allow all macros to run

* Iteration is to be enabled to avoid Circular Ref Problem; it is being used in the program to Calculate Tax on Non Monetary Perks.

1.3 User registration for access to file

Click on the New User Registration or Start Session Button to register your User ID and Password for the Access. This Feature is being introduced to protect Confidentiality of some of the Company and Employee Related Information.

New User Registration

Register Product

For Confidentiality of information please click on the close the session button after your work is over

Start the Session

Close the Session

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To Make this file workable. You should set Macro Security to Very Low Level and Activate the Iteration Facility in the Tools, calculation

Product Registration Details (Product Licensed to Use to)

Name of User		TAN		User Type SINGLE
PAN of User		Serial No.		
Address of User		Reg.No.		

For the purpose of confidentiality always proceed through start and close the session buttons. When you will click the new registration button or start session button for the first time, it will prompt for new user id and password. Hence provide these 2 and proceed. Once you got registered please click on the start session button which will ask for id and password but once it is provided, there is no further need through out the session. But do not forget these two, because next time you open this file it will ask for these two (if you had closed the session and saved the file). But if you forget these, you have to download a fresh version.

Illustration for Registration:

New User Registration form

User Name: jiten

Password: *****

Register

Warning:
Once you forgot the User name and password you will not be able to access this file again. In such case you have to download a fresh copy of this file

Once you got registered then if you click the register button it will warn you like this

Registered

You have been already registered, but if you are trying to change user id or password, you can not do so. click on start button to proceed

OK

Click on start session button and proceed like below

User Access Authorisation

User Name: |

Password:

Log In

Log in Successful

Welcome

OK

Then click on ok button

2. Gate way of tax computation

After successful login the next dialog box will appear like below

2.1 Statutory Master

This Part constitutes Employer Details and Statutory Details

2.1.1 Statutory Details

Sl. no	BSR Code	Challan Identif. No. (CIN)	Date on which tax Deposited	Date on which tax Deducted
1	1100012	1	5/7/2011	4/30/2012
2	1100012	2	6/7/2011	5/31/2011
3	1100012	33	7/7/2011	6/30/2011
4	1100012	4	8/7/2011	7/30/2011
5	1100012	5	9/7/2011	8/31/2011
6	1100012	6	10/7/2011	9/30/2011
7	1100012	7	11/7/2011	10/31/2011
8	1100012	8	12/7/2011	11/30/2011
9	1100012	9	1/7/2012	12/31/2011
10				
11				
12				

In this part Following Information to be entered

1. Period From and To – Period for which the Form 16 to the respective employee is to be provided. To enter the Dates Select the Dates from the Calendar and press the Click Button.
2. Quarter 1, Quarter 2, Quarter 3, Quarter 4 – Enter the Receipt No. of Original E-Tds Statement filed which is normally 8 alphabetic serial no. for details please go to www.tin-nsdl.com
3. CIT Details – Provide the Address, city and Pin code of the Income Tax Department under whose jurisdiction the Deductor is registered
4. Use Common BSR, CIN etc. – check this to use BSR, CIN, Date of Deposit of tax and Date of deduction of tax. If these are common for all the employees of the organization. If it is activated then no individual details relating to BSR, CIN, Date of Deposit of tax and Date of deduction of tax will be accepted in this program. Hence if these are not common for all employees then keep this unchecked. On checking this option next dialog box will appear like above

2.1.2 Employer Details

In this part employer related information like the company name or deductor name, address of the deductor company, PAN and TAN of the company or deductor, employer type, name of the person responsible for deducting tax on behalf of employer and his father's name etc. to be filled up. See the demo picture below.

	Name: Name of the employer Company or organization Address lines : for entering the address of organization Pin Code: of the Employer organization PAN: of the Employer company or organization TAN: of the Employer Company or organization Employer Type: Govt. or Local authority or Statutory corporation or Others TDS Assessment range of the Employer organization Person who is authorized to deduct tax from salary Name of the Father or the person deducting the Tax Gender of the person deducting tax Designation and place of office
--	---

2.2 Report Master

This part deals with the generation or printing of the form 16 for the selected employee and generating the TDS REPORT. Print option requires default printer is to be set first which will print from the default printer only. For information about Schema of the TDS Report, please go to the end of this document.

2.3 Employee Master

This part deals with the Creation of the Employee, Deletion of the Employee and Updation to the employee Database. There is no limit for creation of employees but this is limited to the memory of the Hard disk or removable disk of the computer.

Click on the **Create New Employee Button** to Create an employee and provide a name to the sheet (the name should be as short as possible maximum 20 characters)

If you want to delete an employee then select the employee from the List box and Click on the **Delete Employee Button** to delete the Data base of the selected employee. **Be careful while selecting the employee. Because once it is deleted you will not be able to retrieve the data base of the employee deleted.**

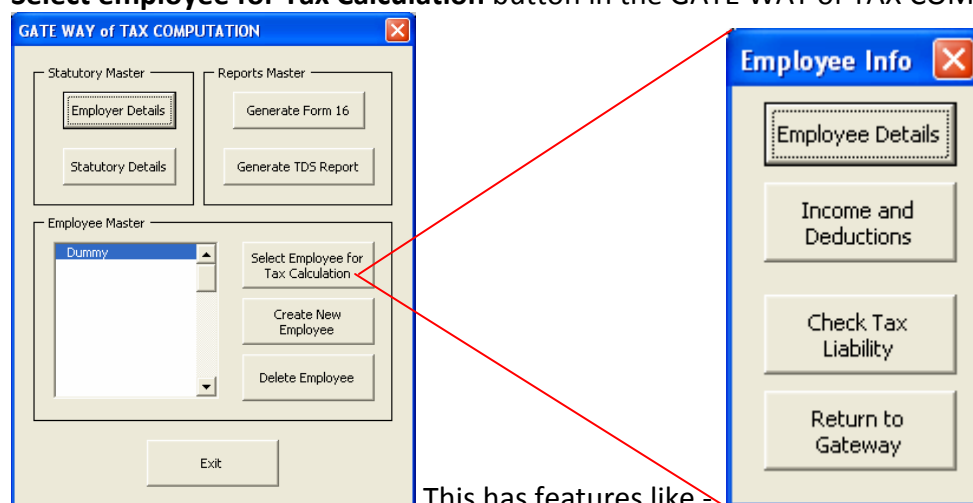
2.4 Get acquainted with the buttons and functions before proceeding

Activities	Buttons
Updates the Data entered in the Cells. Unless it is clicked the Data change will not be effected	Update OR Accept
Deletes or Clears all the data entered in the cell. But it is mandatory to press the update button just after clearing the data	Clear all data OR Clear all
Predefined heads which is to be selected from the box known as COMBO BOX	Not Covered by Gratuity Ar OR
To activate the options, it is to be checked	☐ Activate the Rent Free accomodation

Again wherever the **COMBO BOX** appears – Please don't Try to punch text or numericals manually, use the combo box texts only. Because this may cause REF#, VALUE#, NAME#, N/A problems which will make the program inactive.

3. Tax Calculation Part

To calculate the tax select the employee for which Tax is to be calculated and click on the **Select employee for Tax Calculation** button in the GATE WAY of TAX COMPUTATION



This has features like -

EMPLOYEE DETAILS BUTTON:

In this part all the details of the employee are to be given along with the TDS details. Following points must be kept in mind while entering details

If checkbox provided in statutory master is checked then BSR, CIN etc edited in this employee details part will not be considered. Only name, designation, PAN, Handicapped Status, Age, Gender, Date of Joining and Date of Retirement TDS Deducted and TDS Deposited will be considered.

1. *Entering Dates* – select the date from the calendar and then press the click button or buttons just adjacent to the Cells. See the Arrow marks in the picture below

Employee Details

Name: SUDARSHAN PANIGRAHI
 Designation: TECHNICAL LEAD
 PAN: ABCPA1252E
 Whether Handicapped? No
 Gender: Male
 Age (Years): 30

☐ Employee is Covered Under Pension Rules of Government
☐ Employee is director or person having substantial interest

Jan 2012
 Sun Mon Tue Wed Thu Fri Sat
 25 26 27 28 29 30 31
 1 2 3 4 5 6 7
 8 9 10 11 12 13 14
 15 16 17 18 19 20 21
 22 23 24 25 26 27 28
 29 30 31 1 2 3 4

Date of Joining: 1/3/1987
 Date of Retiring: 1/31/2012

Click on the calendar values and then press the click buttons separately

DETAILS OF TAX DEDUCTED AND DEPOSITED INTO CENTRAL GOVERNMENT ACCOUNT

TDS	Education Cess	BSR Code	Challan Identification No.	Date on which tax Deposited	Date on which tax Deducted
3605	3605	1100012	1	5/7/2011	4/30/2012
3616	3616	1100012	2	6/7/2011	5/31/2011
4504	4504	1100012	33	7/7/2011	6/30/2011
4522	4522	1100012	4	8/7/2011	7/30/2011
4537	4537	1100012	5	9/7/2011	8/31/2011
4555	4555	1100012	6	10/7/2011	9/30/2011
4576	4576	1100012	7	11/7/2011	10/31/2011
4600	4600	1100012	8	12/7/2011	11/30/2011

Update

2. *Tax Deducted from salary* – enter the Tax actually deducted from the salary of the employee

3. *Tax Deposited as per the ETds Return* – enter the TDS actually deposited by the employer. This includes TDS u/s 192(1) as well as 192(1A) tax deducted and tax paid by employer on behalf of the employee

Check TAX LIABILITY BUTTON: by clicking on this button you can know the tax liability or refund position of the employee.

Return to GATEWAY button

This will bring you to the Gate way of Tax Computation.

INCOME and DEDUCTIONS BUTTON

Clicking on this button will open the Dialog box for entering various sources of income details, Chapter VIA deductions, Professional tax paid, Rebate u/s 89 etc. which are as below:

Sources of Income	Deductions
Salary Income	Deductions under Chapter VI-A
Income or Loss from House property	Relief u/s 89
Other source incomes	Deductions U/s 16 Professional Tax
Capital Gains	
EXIT	

Salary income: all the salary components
Income/Loss from House property: both let out & Self occupied
Other sources of income : except lottery and special rate taxable incomes (since Separate Calculation)
Capital Gain: Except Section 54* Exemption Facility
Chapter VIA deductions
Relief u/s 89: incorporating facility for commuted pension and taxable gratuity, advance or arrear salary
Deduction u/s 16 : professional tax

3.1 Salary Income

In this part following salary heads are available

Income From the Head Salary

Salary Components

Allowances

Perquisites 1

Perquisites 2 (Rent Free Accommodation)

EXIT

3.1.1 Salary Components

3.1.1.1 Salary

This part deals with section 17(1) of the income tax act which consists following basic heads.

Salary

	Basic	DP	DP % Enters	DA	DA % Enters	Commission other Than Turn over Based	Commission Turn over Based		Fees	Annuity	Overtime	Un Commuted Pension
							Turn over Achieved	Comm %				
April	33750	0	0	0	0	0	0	0	0	0	0	0
May	33750	0	0	0	0	0	0	0	0	0	0	0
Jun	33750	0	0	0	0	0	0	0	0	0	0	0
Jul	33750	0	0	0	0	0	0	0	0	0	0	0
Aug	33750	0	0	0	0	0	0	0	0	0	0	0
Sep	33750	0	0	0	0	0	0	0	0	0	0	0
Oct	33750	0	0	0	0	0	0	0	0	0	0	0
Nov	33750	0	0	0	0	0	0	0	0	0	0	0
Dec	33750	0	0	0	0	0	0	0	0	0	0	0
Jan	33750	0	0	0	0	0	0	0	0	0	0	0
Feb	33750	0	0	0	0	0	0	0	0	0	0	0
Mar	33750	0	0	0	0	0	0	0	0	0	0	0

Update

Click to fill up Other Salary Details

Clear all data

Where ever % is asked- Please enter 2 digit numerals e.g. if % is 20% of Turnover or 30 % of DA/DP then please enter 20 or 30 not 30% or 20%

NB: Wherever it is asked to enter the %, please enter the figures only e.g. if 20% then write 20 only and not 20% else it will take the wrong calculations

3.1.1.2 Entering Further salary Details

For entering further salary details Click on the **Click to fill up other Salary Details** button located at the bottom of the **Salary Form**. In this section the form deals with following heads:

	Bonus	Employer Cont To PF	TYPE OF PF	Advance Salary	Arrear Salary	Salary in lieu on notice	Employer Cont To Super annuation fund
April	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0
Jun	0	0	0	0	0	0	0
Jul	0	0	0	0	0	0	0
Aug	0	0	0	0	0	0	0
Sep	0	0	0	0	0	0	0
Oct	0	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0
Jan	0	0	0	0	0	0	0
Feb	0	0	0	0	0	0	0
Mar	0	0	0	0	0	0	0

☐ Approved Fund
if Super annuation fund it approved fund then please check the check box

Click to fill up Gratuity and leave encashment related information

Update Clear all data

3.1.1.3 Entering Gratuity and retirement related salary Details

This part deals with Gratuity and leave encashment (both post retirement and during the service period benefits), retrenchment compensation for this you have to click the Button **“Click to fill up Gratuity and leave encashment related information”**. To get the better results it is mandatory to mention the Date of joining and Date of retirement in the **Employee Details** mentioned in the para 2.1.3 above.

If the employee is covered under the pension rules framed by the government (both state and central) and the employee is the Govt. Or Local authority or statutory body employee then please select the employer type correctly in the employer details form (Para 2.1.2 mentioned above) and select the applicability of the pension rule in the employee details form (Para 3 mentioned above). This is mandatory for calculating the taxability of the gratuity and commuted pension and subsequent calculation for relief u/s 89.

Leave Encashment received during service: 0

Gratuity received during service: 42500

Retrenchment Compensation received: 0

Amt as per Sec 25F(b) of industrial disputes act: 0

Fill up the following details for post retirement Leave encashment and Gratuity Calculations

Leave encashment Received (Rs.): 0 Leave already taken (in Days.): 0

Leave Entitlement per year (in Days.): 0 Full DA Amount of Last Month: 0

Gratuity Received at the time of retirement (Rs.): 0 Compliance with Gratuity Act: Covered by Gratuity Act

Commuted Pension Received(Rs.): 50000 Percentage Commuted: 48 %

Update Clear all

Please Fill up the Following salary details also for following 11 months

Period	Basic	DA enters	Fixed % Comm on Turnover	DP Enters
March 2011	0	0	0	0
April 2011	0	0	0	0
May 2011	0	0	0	0
June 2011	0	0	0	0
July 2011	0	0	0	0
August 2011	0	0	0	0
September 2011	0	0	0	0
October 2011	0	0	0	0
November 2011	0	0	0	0
December 2011	0	0	0	0
January 2012	0	0	0	0

3.1.2 Allowances

In this part allowances have been segregated into 2 sections of form

1. first part deals with House rent allowance and Tribal Area Allowance
2. second part deals with other allowances like Children education allowances, hostel allowances, conveyance, transport allowance, entertainment allowance etc. which can be accessed by clicking on the **Click for Other Allowances** button

Allowances			ALLOWANCES 1												
	HRA	Rent Paid by employee	Tribal Area allowance	Tribal Area allowance (select the State from Below)	No. of Children	Child Hostel Allowance	Child Edu Allowance	Transport Allowance (off- to- rise)	City Comp. Allowance	Entertainment allowance	Tiffin Allowance	Fixed Medical allow.	Other Allowance	Servant allowance	Tript Duty Allowance*
April	13500	17000	0	☐ Others	0	0	0	800	0	0	0	1250	17300	600	0
May	13500	17000	0	☐ Delhi	0	0	0	800	0	0	0	1250	17300	600	0
Jun	13500	17000	0	☐ Mumbai	0	0	0	800	0	0	0	1250	17300	600	0
Jul	13500	17000	0	☐ Chennai	0	0	0	800	0	0	0	1250	17300	600	0
Aug	13500	17000	0	☐ Kolkata	0	0	0	800	0	0	0	1250	17300	600	0
Sep	13500	17000	0		0	0	0	800	0	0	0	1250	17300	600	0
Oct	13500	17000	0		0	0	0	800	0	0	0	1250	17300	600	0
Nov	13500	17000	0		0	0	0	800	0	0	0	1250	17300	600	0
Dec	13500	17000	0		0	0	0	800	0	0	0	1250	17300	600	0
Jan	13500	17000	0		0	0	0	800	0	0	0	1250	17300	600	0
Feb	13500	17000	0		0	0	0	800	0	0	0	1250	17300	600	0
Mar	13500	17000	0		0	0	0	800	0	0	0	1250	17300	600	0

Tribt Duty Allowance* Transport Duty Allowance (for employee in transport System)

For Children Education and Hostel Allowances you have to specify the number of children mandatorily, else it will tax the whole amount. For additional allowance heads click on the Click for more allowances button which will show following table

Other Special Allowances												
	Travelling / Transfer allowance		Conveyance allowance while on tour		Daily Allowance while on tour		Helper Allowance		Research Allowance		Uniform Allowance	
	Amount Received	Amount utilised	Amount Received	Amount utilised	Amount Received	Amount utilised	Amount Received	Amount utilised	Amount Received	Amount utilised	Amount Received	Amount utilised
April	0	0	0	0	0	0	0	0	0	0	0	0
May	0	0	0	0	0	0	0	0	0	0	0	0
Jun	0	0	0	0	0	0	0	0	0	0	0	0
Jul	0	0	0	0	0	0	0	0	0	0	0	0
Aug	0	0	0	0	0	0	0	0	0	0	0	0
Sep	0	0	0	0	0	0	0	0	0	0	0	0
Oct	0	0	0	0	0	0	0	0	0	0	0	0
Nov	0	0	0	0	0	0	0	0	0	0	0	0
Dec	0	0	0	0	0	0	0	0	0	0	0	0
Jan	0	0	0	0	0	0	0	0	0	0	0	0
Feb	0	0	0	0	0	0	0	0	0	0	0	0
Mar	0	0	0	0	0	0	0	0	0	0	0	0

Update

3.1.3 Perquisites 1

This section deals with various perks covered u/s 17(2) like, credit card, ESOP, CAR, movable asset use or transfer, concessional interest loans, free meal, free education, other automobile use, LTC etc.

Perquisites

cr card, club,gift,holiday,sweeper,LTC,ESOP | CAR | Other Automotives, Free Meal, Free Education | Movable Asset Sale/Use | Loan at concessional Rate

	Exp incurred by Employer	Recovered from Employee		Fair Market Value	Recovered from Employee
Credit card	0	0		0	0
Club Facility	0	0			
Gift voucher or coupons (Net)	0				
Exp on Holiday travel other than LTA or LTC	0	0			
Sweeper, Gardener, watchman, Personal attendant	0	0	0		
	0	0	0		
	0	0	0		
Free Gas, Water, Electricity supply	0	0	0		
	0	0	0		
	0	0	0		
Medical Reimbursements	0				
Any other benefit	0	0			
Total amount Incurred					
Tax Free amount					
LTA or LTC	0	0			

Sweat Equity or ESOP: 0

specified equity share of a company listed on a Recognised Stock Exchange(RSE)-
 $FMV = (OP)Opening Price + (CP)Closing price / 2$
 "If listed on one RSE - price of first settlement is the OP and price of last settlement is the CP on the Exercise Date(ExD).
 If Listed in more than one RSE - OP & CP of RSE having highest trading of the said share on the Exercise Date.
 WHEN there is no trading on the ExD in any RSE then the CLOSING PRICE on any RSE or RSE having Highest Turnover as the case may be, on a date close to ExD immediately preceding such ExD"

Not a Specified equity share of a company or not listed on a recognised stock exchange
 "FMV = Value determined by the merchant Banker on the Specified Date
 "specified date" means,—
 (i) the date of exercising of the option; or
 (ii) any date earlier than the date of the exercising of the option, not being a date which is more than 180 days earlier than the date of the exercising."

Tax Paid By Employer on behalf of employee if any: 0

For entering Tax paid by employer on behalf of employee go to the statutory part and enter the details of tax deducted from the salary and tax deposited to govt.

The difference between the tax deducted and tax deposited is the tax deposited by employer on behalf of employee.

Update Clear all

Oct 2011 Oct 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Perquisites

cr card, club,gift,holiday,sweeper,LTC,ESOP | CAR | Other Automotives, Free Meal, Free Education | Movable Asset Sale/Use | Loan at concessional Rate

	actual cost of car to employer	Owned or hired by	cubic capacity (CC)	Driver Provided	Exp by employer twds Running & Maintenan	Exp Recovered twds Running & Maintenan	Exp Running & Maintenance for official purpose	Purpose of Use
April	0	0	0		0	0	0	0
May	0	0	0		0	0	0	0
Jun	0	0	0		0	0	0	0
Jul	0	0	0		0	0	0	0
Aug	0	0	0		0	0	0	0
Sep	0	0	0		0	0	0	0
Oct	0	0	0		0	0	0	0
Nov	0	0	0		0	0	0	0
Dec	0	0	0		0	0	0	0
Jan	0	0	0		0	0	0	0
Feb	0	0	0		0	0	0	0
Mar	0	0	0		0	0	0	0

Tax Paid By Employer on behalf of employee if any: 0

For entering Tax paid by employer on behalf of employee go to the statutory part and enter the details of tax deducted from the salary and tax deposited to govt.

The difference between the tax deducted and tax deposited is the tax deposited by employer on behalf of employee.

Update Clear all

Oct 2011 Oct 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Perquisites

cr card, club,gift,holiday,sweeper,LTC,ESOP | CAR | Other Automotives, Free Meal, Free Education | Movable Asset Sale/use | Loan at concessional Rate |

Other Automotives (other than car) owned by employee			Food and Beverages other than alcoholic liquor			Free Education						
	actual exp by the employer	Recovered from Employee	Exp for Official purpose		actual exp by the employer towards Meal	Recovered from Employee	No. of Holidays / leaves during the month incl. Sundays (i.e. non working days)		Payment of School Fees of employee's children directly to school or Reimbursement of fees	Payment of School Fees of employee's Family Member directly to school or Reimbursement	Recovered From Employee	No. of Children (Children doesnot include Grand children)
April	0	0	0	April	1700	0	0	April	0	0	0	0
May	0	0	0	May	1700	0	0	May	0	0	0	0
Jun	0	0	0	Jun	1700	0	0	Jun	0	0	0	0
Jul	0	0	0	Jul	1700	0	0	Jul	0	0	0	0
Aug	0	0	0	Aug	1700	0	0	Aug	0	0	0	0
Sep	0	0	0	Sep	1700	0	0	Sep	0	0	0	0
Oct	0	0	0	Oct	1700	0	0	Oct	0	0	0	0
Nov	0	0	0	Nov	1700	0	0	Nov	0	0	0	0
Dec	0	0	0	Dec	1700	0	0	Dec	0	0	0	0
Jan	0	0	0	Jan	1700	0	0	Jan	0	0	0	0
Feb	0	0	0	Feb	1700	0	0	Feb	0	0	0	0
Mar	0	0	0	Mar	1700	0	0	Mar	0	0	0	0

Tax Paid By Employer on behalf of employee if any

For entering Tax paid by employer on behalf of employee go to the statutory part and enter the details of tax deducted from the salary and tax deposited to govt.

The difference between the tax deducted and tax deposited is the tax deposited by employer on behalf of employee.

Update Clear all

Oct 2011 Oct 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Perquisites

cr card, club,gift,holiday,sweeper,LTC,ESOP | CAR | Other Automotives, Free Meal, Free Education | Movable Asset Sale/use | Loan at concessional Rate |

Use of Movable assets other than Car, laptop / computer						Sale of Movable assets					
Sl. no	In case asset owned by employer the actual cost of Acquisition of asset	Recovered from Employee	Date on which Item Given for Use by employee	Date upto which Item Given for Use by employee	hired or owned?	Sl. no	Asset Type	Date Of acquisition by employer	Date of Sale by employer	Cost of Asset to the employer	Recovered from Employee
1	0	0			0	1	0			0	0
2	0	0			0	2	0			0	0
3	0	0			0	3	0			0	0
4	0	0			0	4	0			0	0
5	0	0			0	5	0			0	0
6	0	0			0	6	0			0	0
7	0	0			0	7	0			0	0
8	0	0			0	8	0			0	0
9	0	0			0	9	0			0	0
10	0	0			0	10	0			0	0
11	0	0			0	11	0			0	0
12	0	0			0	12	0			0	0

Tax Paid By Employer on behalf of employee if any

For entering Tax paid by employer on behalf of employee go to the statutory part and enter the details of tax deducted from the salary and tax deposited to govt.

The difference between the tax deducted and tax deposited is the tax deposited by employer on behalf of employee.

Update Clear all

Oct 2011 Oct 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Perquisites

cr card, club, gift, holiday, sweeper, LTC, ESOP | CAR | Other Automotives, Free Meal, Free Education | Movable Asset Sale/use | Loan at concessional Rate

	Loan 1	Loan 2	Loan 3	Loan 4	Loan 5	Loan 6	Loan 7	Medical Treatment Loan other than RULE 3A
Original Loan Amt	60000	0	0	0	0	0	0	0
Company Interest Rate	5	0	0	0	0	0	0	0
SBI Interest Rate at the beginning of FY for the same type of loan	16.75	0	0	0	0	0	0	0
Balance Outstanding at the end of the month								
April	45000	0	0	0	0	0	0	0
May	42500	0	0	0	0	0	0	0
Jun	40000	0	0	0	0	0	0	0
Jul	37500	0	0	0	0	0	0	0
Aug	35000	0	0	0	0	0	0	0
Sep	32500	0	0	0	0	0	0	0
Oct	30000	0	0	0	0	0	0	0
Nov	27500	0	0	0	0	0	0	0
Dec	25000	0	0	0	0	0	0	0
Jan	22500	0	0	0	0	0	0	0
Feb	20000	0	0	0	0	0	0	0
Mar	17500	0	0	0	0	0	0	0

Click to Read instructions

Tax Paid By Employer on behalf of employee if any

For entering Tax paid by employer on behalf of employee go to the statutory part and enter the details of tax deducted from the salary and tax deposited to govt.

The difference between the tax deducted and tax deposited is the tax deposited by employer on behalf of employee.

Update Clear all

Oct 2011 Oct 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Note**Read these Instructions relating to Loan Perk Carefully before proceeding**

"maximum outstanding monthly balance" means the aggregate outstanding balance for each loan including medical treatment loan other than for those covered under Rule 3A as on the last day of each month and for Medical treatment loan covered under rule 3A amount reimbursed by the insurance company

Instructions:

1. Enter the original loan amount, and company interest rate
2. Please enter the Interest rate on the 1st Day of month of April for the Financial Year which is fixed by the SBI

If medical Loan made for the following purposes then it is fully exempt for taxable perk calculation but for other purposes it is taxable as per RULE 3A

- (a) cancer;
- (b) tuberculosis;
- (c) acquired immunity deficiency syndrome;
- (d) disease or ailment of the heart, blood, lymph glands, bone marrow, respiratory system, central nervous system, urinary system, liver, gall bladder, digestive system, endocrine glands or the skin, requiring surgical operation;
- (e) ailment or disease of the eye, ear, nose or throat, requiring surgical operation;
- (f) fracture in any part of the skeletal system or dislocation of vertebrae requiring surgical operation or orthopaedic treatment
- (g) gynaecological or obstetric ailment or disease requiring surgical operation, caesarean operation or laparoscopic intervention
- (h) ailment or disease of the organs mentioned at (d), requiring medical treatment in a hospital for at least three continuous days;
- (i) gynaecological or obstetric ailment or disease requiring medical treatment in a hospital for at least three continuous days;
- (j) burn injuries requiring medical treatment in a hospital for at least three continuous days;
- (k) mental disorder - neurotic or psychotic - requiring medical treatment in a hospital for at least three continuous days;
- (l) drug addiction requiring medical treatment in a hospital for at least seven continuous days;
- (m) anaphylectic shocks including insulin shocks, drug reactions and other allergic manifestations requiring medical treatment in a hospital for at least three continuous days

Explanation : For the purpose of this rule,—

- (a) "qualified doctor" means a person who holds a degree recognised by the Medical Council of India and is registered by the Medical Council of any State;
- (b) "nurse" means a person who holds a certificate of a recognised Nursing Council and is registered under any law for the registration of nurses;
- (c) "surgical operation" includes treatment by modern methodology such as angioplasty, dialysis, lithotripsy, laser or cryo-surgery.]

NOTE:

Where the benefit relates to the loans made available for medical treatment referred to above, the exemption so provided shall not apply to so much of the loan as has been reimbursed to the employee under any medical insurance scheme.

OK

3.1.4 Perquisites 2 (Rent Free accommodation)RFA

This part deals with the Rent Free accommodation only. Which has multiple rent free accommodation calculation facility. To enable RFA Calculation you have to Activate Rent Free Accommodation. Else it will not take effect.

Rent Free Accommodation

☐ **Activate the Rent Free accommodation**

	Starting Date (Date of allotment)	Ending Date (Date upto acquired)	City	Type of Accommodation	for Accommodations other than Hotel			for Accommodation in a Hotel		Furnished accommodation		
					Licence fee in case of Govt. Employee	Lease rent/hire Charge paid/payable by employer	Recovered from Employee	Hotel Charges Excluding Food and other services	Recovered from Employee	If Furnitures owned by the Employer cost of furniture	If acquired on Lease or hired then the lease rent or rental charge	Recovered from Employee
1					0	0	0	0	0	0	0	0
2					0	0	0	0	0	0	0	0
3					0	0	0	0	0	0	0	0
4					0	0	0	0	0	0	0	0
5					0	0	0	0	0	0	0	0
6					0	0	0	0	0	0	0	0
7					0	0	0	0	0	0	0	0
8					0	0	0	0	0	0	0	0
9					0	0	0	0	0	0	0	0
10					0	0	0	0	0	0	0	0
11					0	0	0	0	0	0	0	0
12					0	0	0	0	0	0	0	0

Oct 2011 Oct 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Update Clear all

But this has certain assumptions and basis of calculation which are as follows.

Rent Free accommodation perquisite valuation concept on which the program is designed is explained through an example below

Example (see the Direct Taxes law and practice Taxmann for final students Problem 52.1-2P4)

Month	Basic	DP	%ENT to Retirement benefits	Commission other than Fixed Comm
Apr 2012	35000	21000	40	10000
May 2012	35000	21000	40	10000
Jun 2012	35000	21000	40	10000
Jul 2012	35000	21000	40	10000
Aug 2012	35000	21000	40	10000
Sep 2012	35000	21000	40	10000
Oct 2012	38000	22800	40	10000
Nov 2012	38000	22800	40	10000
Dec 2012	38000	22800	40	14000
Jan 2013	38000	22800	40	14000
Feb 2013	38000	22800	40	14000
Mar 2013	38000	22800	40	14000

In case the employee is still staying in the accommodation as on 31st march 2013 of the FY then ending date must be stated as 31-Mar-2013 else the calculation will not take effect, specifying the City also mandatory. In case city is not covered select 'Others'.

Starting date (date on which RFA allotted)	Ending date (date on which RFA withdrawn)	No. of Days occupied	the city from the drop down menu	Type of Accommodation
1-Apr-12	31-Dec-12	275	Delhi U.A	Owned by employer other than govt.
1-Sep-12	31-Oct-12	61	Pune UA	Hired/Leased accom. 9000 p.m.
1-Nov-12	31-Mar-13	152	Pune UA	Hired/Leased accom. 18000 p.m.

Taxable value shall be Rs. 127904 .

Note - As per the Rules of Income tax, for Hotel - Salary is salary paid or payable during the Previous Year as reduced for the period of hotel accommodation. But for others it is salary for the period of accommodation availed.

CAUTION – it takes only first 90 days and ignores later days hence it will consider on the basis of common dates chronologically on FIFO Basis hence, any common dates arising after first 90 days of common are ignored. e.g.

1st house occupied on 1st April 2012 and held till 30th December 2012,

2nd house occupied on 1st May 2012 to 31st December 2012

3rd house occupied on 2nd June 2012 to 31st December 2012 and

Then it will consider first common dates from 1st May to 1st June (32 Days) for minimum of first 2 houses and from 2nd June to 19th July (58 Days) for minimum of three houses

IN THE above example IF HRA is paid during the month of April 8000 and 7000 paid by employee as rent, RFA allotted in Delhi from 10th April then calculation will be as follows

House Rent Allowances			HRA Considered for		Salary (Basic+ DA part+ DP Part) Considered for	
Month	HRA Received	Rent Paid by employee	HRA	RFA	HRA	RFA
Apr 2012	8000	7000	2400	5600	13020	30380

Value of Perk in this respect will be 123737 and Out of total HRA of 8000, Rs. 2400, and out of total salary of Rs 13020 will be considered for HRA exemption Calculation.

3.1.5 Professional tax Deduction u/s 16

This part deals with the Professional Tax Deducted from the salary of the employee

The screenshot shows a window titled "Professional Tax" with a close button (X). Inside, there is a list of months from April to March. Each month has a text box next to it, all containing the number "200". To the right of this list are two buttons: "Update" and "Clear All".

3.2. Chapter VIA- Deductions

This part deals with the Chapter VI-A Deductions which has following broad heads



Deduction under Chapter VI-A

80C/80CCC/80CCD	80DD	80TTA
80CCF	80E	80U
80CCG	80G	View 10(10CC)
80D	80GG	EXIT

3.2.1 80C/80CCC/80CCD

This part deals with the 80C/80CCC/80CCD deductions under chapter VIA of the income tax act. This section has a tool available against the Accrued interest which will calculate the NSC interest which is deemed investment u/s 80C.



80C, 80CCC, 80CCD

80C		
(a) Accrued Interest on NSC	0	Click for Tool
(b) Life insurance premium	25000	
(c) Non-commutable deferred annuity	0	
(d) Deferred annuity	0	
(e) Statutory provident fund and Regd. Provident fund	48600	
(f) Public provident fund	25000	
(g) Superannuation fund	1400	
(h) NSC VIIIth Issue	0	
(i) ULIP (UTI)	0	
(j) ULIP (LIC)	0	
(k) Notified annuity plan of LIC	0	
(l) Notified units of Mutual Fund	0	
(m) Notified pension fund	0	
(n) Home Loan Account Scheme	0	
(o) Subscription to Housing Scheme	0	
(p) Tuition Fees (Upto 2 Children)	0	
(q) Cost of purch./constn of a residential property and principal Repayment	0	
(r) Approved debentures and equity shares	0	
(s) Fixed deposit for 5 years with Scheduled Banks	0	
(t) 5 Yr Post Office Time Deposit Account	0	
(u) Senior Citizen Savings Scheme Investment	0	
(v) notified bonds issued by NABARD	0	

80CCC - Annuity Plan

80CCD - New Pension Trust Scheme

Employee's Contribution U/s 80CCD(1)

Employer's Contribution U/s 80CCD(2)

IMPORTANT NOTE:

1. Investments should be in the name of self or spouse or children and no body else like parents, relatives etc.

2. Principal repayment in respect of loan taken for construction of house property which is under construction will not be eligible for 80C Deduction. To avail this benefit the house property must not be under construction as on 31st March.

80CCD Clarification: This section has two parts Subsection 1 and subsection 2

80CCD(1) is considered within the overall limit of section 80CCE where as 80CCD(2) is considered over and above limit prescribed u/s 80CCE. Hence 80CCD(2) is an additional deduction over 100000 limit.

NSC Accrued interest Calculation Tool

Enter details of all NSCs purchased before the 1st April, 2011

Sl. no	Date of Purchase	Amount Invested																																																		
1		0	Oct 2011 Oct 2011 <table border="1" style="font-size: small;"> <tr><th>Sun</th><th>Mon</th><th>Tue</th><th>Wed</th><th>Thu</th><th>Fri</th><th>Sat</th></tr> <tr><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td><td>30</td><td>1</td></tr> <tr><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td></tr> <tr><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td></tr> <tr><td>16</td><td>17</td><td>18</td><td>19</td><td>20</td><td>21</td><td>22</td></tr> <tr><td>23</td><td>24</td><td>25</td><td>26</td><td>27</td><td>28</td><td>29</td></tr> <tr><td>30</td><td>31</td><td>1</td><td>2</td><td>3</td><td>4</td><td>5</td></tr> </table>	Sun	Mon	Tue	Wed	Thu	Fri	Sat	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	1	2	3	4	5
Sun	Mon	Tue		Wed	Thu	Fri	Sat																																													
25	26	27		28	29	30	1																																													
2	3	4		5	6	7	8																																													
9	10	11		12	13	14	15																																													
16	17	18		19	20	21	22																																													
23	24	25	26	27	28	29																																														
30	31	1	2	3	4	5																																														
2		0																																																		
3		0																																																		
4		0																																																		
5		0																																																		
6		0																																																		

Accrued Interest

3.2.2 80CCG

This part deals with the Rajiv Gandhi Equity Savings scheme, available only if Gross total income is not exceeding Rs. 10, 00,000



80CCG-Rajiv Gandhi Equity Saving Scheme

Please Enter the amount Invested in the notified Equity saving scheme

Accept and exit

3.2.3 80D

This part deals with the Mediclaim insurance policies



80D - Mediclaim Insurance Policy or equivalent

	Amount Paid	Mode of Payment
1) Amount Paid For Self, Spouse or Dependent Children (Please Specify the mode of Payment Also.[Cash or Other]) OR Contribution made to the Central Government Health Scheme	10000	Other Cash Other
2) Amount Paid for the Self, Spouse or Dependent Children who is a senior Citizen (age 60 Yrs or more) (Please Specify the mode of Payment Also.[Cash or Other])	30000	Other
3) Amount paid for the benefit of the Senior Citizen Parent (age 60 Yrs or more) who is Resident in India. (Please Specify the mode of Payment Also.[Cash or Other])	52000	Other
4) Amount paid for the benefit of the Parents (who are Not Senior Citizen) who is Resident in India. (Please Specify the mode of Payment Also.[Cash or Other])	60000	Other
5) Payment made on account of preventive health check-up of Self, Spouse, Dependent children	4000	
6) Payment made on account of preventive health check-up of Parents	2000	

Accept Clear All

3.2.4 80DD

This part deals with the Deduction for Dependent Disable persons where Disability % is to be mentioned mandatorily. There is a mandatory requirement of form 10-IA. If this form is availed then this feature can be activated else not.



80DD - Disable Dependent

	Amount Spent on Treatment	Disability %
The taxpayer has incurred an expenditure for the medical treatment (including nursing), training and rehabilitation of a dependent (being a person with disability)	0	0
The taxpayer has paid or deposited under any scheme framed in this behalf by the Life Insurance Corporation or any other insurer, or the administrator or specified company and approved by the Board in this behalf, for maintenance of dependent (being a person with disability)	0	0

Accept Clear All

3.2.5 80E

This part deals with the Educational loan interest



80E - Deduction for interest on Education loan

Amount paid during the year by way of interest

ACCEPT

Clos

3.2.6 80G Donations



80G Donations

Serial No.	Fund Name	Amount Donated	Mode of Payment
1	Approved university/educational institution	25000	Other
2	Indira Gandhi Memorial Trust	45000	Cash Other
3	0	0	Other

Amount Donated should be the Amount Contributed by the employee to the fund which is paid to the employer and employer pays the contribution to the above mentioned fund on behalf of employees. The employer issues certificate to the employee

Accept

Only Limited area donations are accepted here.

3.2.7 80GG Deduction for Rent paid when HRA or RFA is not provided

This facility can only be availed if the employee is not receiving the HRA or has not availed the rent free accommodation and also none of the employee's relatives have house property located at the same place where he is normally residing.



80GG - Deduction for Rent Paid when HRA or RFA is not provided

Rent Paid by employee

April	0	Jul	0	Oct	0	Jan	0
May	0	Aug	0	Nov	0	Feb	0
Jun	0	Sep	0	Dec	0	Mar	0

Any other Chapter VI-A Deductions other than 80C, 80CCC, 80CCD, 80CCE, 80CCF, 80D, 80DD, 80E, 80U (For details please consult tax consultant)

0

Accept

3.2.8 80U Deduction for disabled employees

In this part Disability % is to be mentioned. There is a mandatory requirement of form 10-IA. If this form is availed then this feature can be activated else not.



80U - Deduction for Disability (Self)

Please specify the percentage of Disability in the percent dropdown menu

0

Accept

3.2.9 Sec 80TTA Deduction for Interest on savings bank account

For this you have to specify the Interest so received in the income from other sources field available in the sources of income section (for details please refer the para 3.6 of this document).



80TTA Deduction for interest on savings account

income by way of interest on deposits (not being time deposits or fixed Deposits) in a savings account with—

(a) Bank

(b) a co-operative society engaged in carrying on the business of banking (including a co-operative land mortgage bank or a co-operative land development bank); or

(c) a Post Office

30000

Accept

3.2.10 sec10(10CC) exemption details

This part calculates the tax on non monetary perk which is exempt u/s **10(10CC)** this is only to view the authenticity. Here no data entry is possible.

3.3. Rebate under section 89

In this part the employee is to calculate the rebate himself and attach the details with form 16. This program has facility to calculate rebate from AY 1997-98 onwards but not prior to this. If you want to calculate the tax prior to 1997-98 then you have to search for the slab and calculate tax your self. After the tax is calculated and punched in the cells you have to click on the **accept tax calculated by programme or self calculated tax amount** button.

Fill in the Box and accept

Fill up the amount of Relief and Accept

0 Accept

Attach Details with Form 16

Generate Form 10E

Print Form 10E

Tools for Calculating

Relief For Gratuity and Commuted Pension received

Relief For Arrear or Advance Salary received

Relief Calculation for Gratuity and Commuted Pension

Please provide the following details for the financial year ending as on 31st march of

Year	Taxable Income	Tax (Gratuity)	Tax (Commuted Pension)
2011	380000	22660	23184.53
2010	300000	14420	15469.07
2009	282850	13683.55	14208.08

Calculate Tax

Accept Tax Calculated by programme or self calculated Tax Amount

Details Relating to Arrear or Advance Salary Received

Please provide the following details for the financial year ending as on 31st march of

Year	Taxable Income (1)	Arrear Salary (2)	Tax on 1	Tax on 1+2
2007	200000	10000	15300	17340
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0
0	0	0	0	0

Calculate Tax

Accept Tax Calculated by programme or self calculated Tax Amount

After above works done, click on the generate form 10E form which included the details of computation of relief. Note down the relief figures and punch them in the cell and click on the accept button. (if you are not satisfied with the relief calculated then you can calculate relief yourself and punch them in the cell) this is an optional facility available with the programme, which does not take automatic effect until some figure is punched in the cell. "Tools for calculating relief" is a facility to calculate tax on taxable income.

However, the users are informed that the tools consider the provisions of commuted pension for relief calculation i.e. $\frac{1}{3}^{\text{rd}}$ or $\frac{1}{2}$ of the taxable gratuity depending upon the period of service and $\frac{1}{3}^{\text{rd}}$ of taxable commuted pension; hence there is no need to add it again with the taxable income. However users are free to use their own figures and accept them at their own risk.

3.4. Income or loss from house property

This part deals with the calculation of House property income or loss which can be set off against the salary income or other sources of incomes like LTCG/STCG, business incomes etc. It deals with both self occupied as well as let out property income / loss calculations. This form has wide coverage of sections relating to House property income including preconstruction interest conditions, current year interest, municipal rental value, fair rental value, standard rental value, unrealized rent; vacancy rent loss, municipal tax etc. fulfilling

all the conditional requirements of house property income determination with automatic adjustment facility with Capital gain or salary income keeping in view the low tax benefit.

House Property Income

Property Income:

Loan Details:

Reports:

Let out property - For Advanced calculation you have to click on the Advanced calculation button located below

Let Out House property Calculation

Actual Rent that could have been earned if the property is let through out the year:

Municipal Taxes Paid:

Current Year Interest Paid on the money borrowed (for FY for which tax is calculated):

Advanced Calculations (Incl Municipal, Fair Rent, Vacancy, unrealised Rent)

Let Out House property Calculation (ADVANCED)

Actual Rent that could have been earned if the property is let through out the year:

Municipal Taxes Paid:

Current Year Interest Paid on the money borrowed (for FY for which tax is calculated):

Municipal Rental Value:

Fair Rental Value:

Standard Rental Value:

Unrealised Rent:

Vacancy:

Calculations Based on Concept of VK Singhania Taxmann

For entering loan related information for calculating the preconstruction interest and the current year interest please click on buttons located in the Loan Details section. Which will prompt you like below on clicking the respective buttons

Loan Details

Let Out House Property

Oct 2011 | Oct | 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Date of Borrowing or taking the loan:

House Acquisition or construction Completion Date:

Self Occupied House Property

Oct 2011 | Oct | 2011

Sun	Mon	Tue	Wed	Thu	Fri	Sat
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

Date of Borrowing or taking the loan:

House Acquisition or construction Completion Date:

Provide Preconstruction interest for the period

10/1/2008 to 3/31/2011

3.5. Capital Gain

This section deals with capital gain calculation. But this has the following exceptions

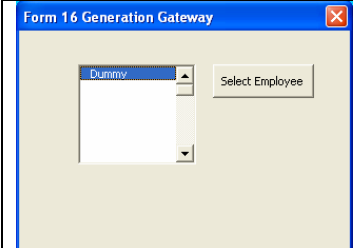
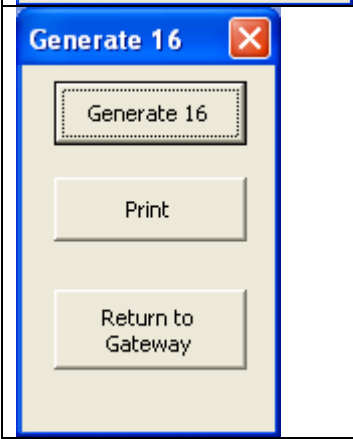
- It does not consider the exemptions u/s 54,54F etc. hence might not be useful for those availing exemption under these section but if employee is not availing these exemptions then this can be used. (Since CII for FY 2012-13 is not yet declared, the users are to update it for which a field has been provided for convenience, for this write the CII rate and click Apply CII button)

3.6. other sources incomes

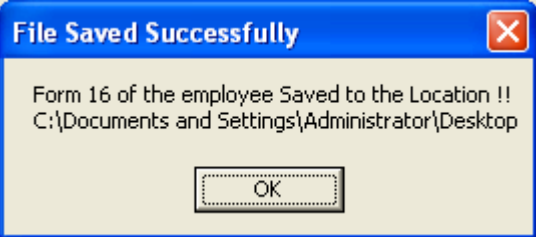
This part deals with the other sources of income but does not deal with Horse race, lottery, cross word puzzle etc. to which maximum marginal rate of tax is applied.

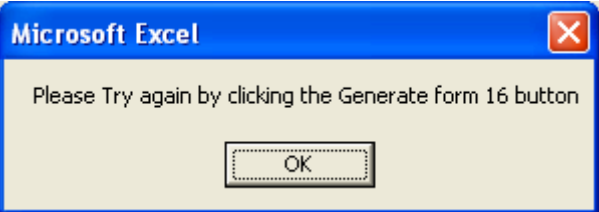
4. Generation of Form 16

To generate form 16 go to the Gate way of Tax computation Screen and click on generate form 16 button located in the Report Master Section, on clicking the button following dialog box will appear.

 The dialog box titled 'Form 16 Generation Gateway' contains a dropdown menu with 'Dummy' selected and a 'Select Employee' button.	Select the employee name sheet from the list box and click on the select employee which will redirect you to the Generate 16
 The 'Generate 16' dialog box has three buttons: 'Generate 16', 'Print', and 'Return to Gateway'.	On clicking the Generate 16 button following message box will appear.  The 'New Form 16 Export' message box asks: 'Do you want to copy Form 16 to a new workbook ?' with 'Yes' and 'No' buttons. On clicking the Yes button. This will save the Form 16 in the name of the employee at the location where this program is being saved.

On pressing the Yes button the one of the following dialog boxes may appear

- 

The 'File Saved Successfully' dialog box displays: 'Form 16 of the employee Saved to the Location !! C:\Documents and Settings\Administrator\Desktop' with an 'OK' button.
- 

The 'Microsoft Excel' dialog box displays: 'Please Try again by clicking the Generate form 16 button' with an 'OK' button.

If first type of dialog box appears then the task is completed and the form 16 can be found at the location where the Tax Computation 2013 Multi Employee version is being located (with the name of the employee for which it is being prepared). But if 2nd type of box appears then no need to worry. Please press on the Generate form 16 Button Again till the first type of box appears. Such type of problem generally arises when the system is slow or due to some technical problem.

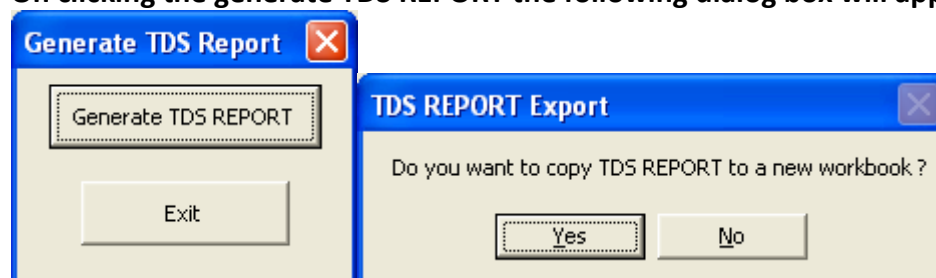
You can also take the print of the form 16 by clicking the Print button which will print through the default printer set on your system

THANK YOU FOR HAVING A READING, now you can proceed.

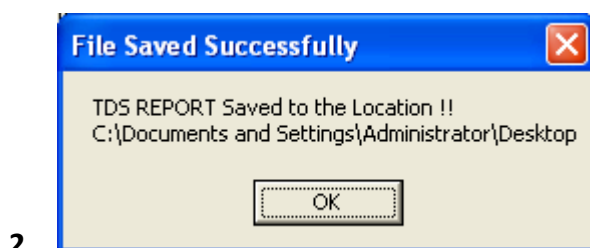
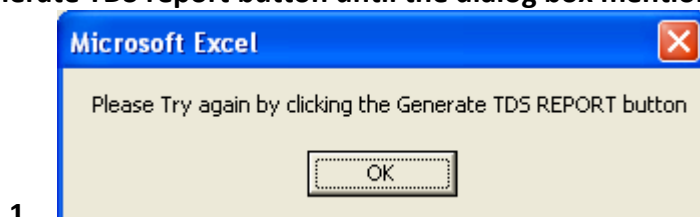
Schema of TDS REPORT

Column	Details
A	Employee Sheet Name
B	Employee Name
C	Employee Designation
D	Employee PAN
E	Employee Date of Joining
F	Employee Date of Retiring or financial year end
G	Gender
H	Pension status (False – not covered under pension rule of govt.)
I, P,W, AD, AK, ...	TDS deducted from the salary
J, Q, X, AE, AL, ...	Cess deducted from the salary
K, R, Y, AF, AM ...	BSR Code
L, S, Z, AG, AN ...	Challan Identification Number
M, T, AA, AH, AO...	Date of TDS deposit
N, U, AB, AI, AP ...	Date of TDS Deduction from the salary
O, V, AC, AJ, AQ ...	TDS Deposited
CO	Taxable Income under the head SALARY
CP	Taxable Income under the head House Property
CQ	Taxable Income under the head Capital Gain
CR	Taxable Income under the head Other Sources
CS	Total Chapter VIA deductions

On clicking the generate TDS REPORT the following dialog box will appear



If on clicking the yes button dialog box displayed in 1 appears then try on clicking the generate TDS report button until the dialog box mentioned in 2 appears



5. Error Rectification and feature introduction status
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Particulars	Status
Rent free accommodation (RFA) calculation	Rectified but subject to one exception which is genuine one. The exception is that if HRA is taken during the month then in that case RFA is not considering the Salary required for the HRA i.e. for example if during the month of January 2012 Basic salary is 5000 and HRA receipt is 500. RFA is provided from 30 th January, 2012 then HRA will not consider the Salary for 2 days for exemption calculation i.e. $5000 \times 2/31$ which will be considered for RFA perk calculation. (For this you can refer Taxmann's VK Singhania Book-the concept is based on this book)
Tax amount calculation	Since senior citizen age has been changed this has been given effect now and rectified but only one aspect is being given effect. i.e. 60 year and not 80+ criteria Surcharge effect was making wrong calculation which has been corrected now.
FORM 16	Date format for annexure was taking wrong format of MM/DD/YYYY now it is DD/MM/YYYY format and font size increased little bit for clarity
Use of Movable asset	Now made on the basis of days acquired through introduction of extra column for date upto used
12BA	Error relating to 192 (1) and 192(1A) resolved
10(10CC)	Exemption is now will be calculated on the basis of salary income only as per the requirement of 192(1A)
Employee Details	Extra column introduced for recording tax deducted from the salary of the employee as it is different from the word "Tax deducted and deposited"
Capital gain	There was error of wrong indexation for STCG of capital assets like jewellery, land and building etc. which should not be. This is now resolved
Allowance for Employees in Transport System	There was only one cell in the user form which was taking the calculation wrongly. As per the rules the exemption is 70% or 10000 pm which ever is less. Hence 12 month cells have been introduced in the user form
Multi Employee	Single employee base to Multiple employee handling on the single file
Relief 89	Facility tools made available to make the work easier.
TDS REPORT	Summary details of tds and incomes with deductions
Check tax liability	Real time checking of tax liability of the employee single click on the check tax liability button
Auto Tax saving	An important correction is being made to save the tax relating to capital gain and minor rectification in 80GG through introducing flexibility.
80D	Error in preventive health check up rectified

Users are also requested to bring the errors to the notice for further corrections. If any error is found please report to jiten_sahu@yahoo.co.in

Registration Process

New User Registration

Register Product

For Confidentiality of information please click on the close the session button after your work is over

Start the Session

Close the Session

Please Visit www.jitenkumarsahu.blogspot.com for regular updates

Report Errors to jiten_sahu@yahoo.co.in

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To Make this file workable. You should set Macro Security to Very Low Level and Activate the Iteration Facility in the Tools, calculation Product Registration Details (Product Licensed to Use to)

Name of User		TAN	
PAN of User		Serial No.	54561019
Address of User		Reg.No.	

User Type SINGLE

Click on the Register Product Button and fill up the following dialog box

User Registration Form

Name of user (Organisation or Company) as per PAN

PAN of User

TAN of User

Address of user Premises

Generate Computer Serial CODE

After filling up all the details click on the Generate Computer Serial Code. Which will prompt you like below. For Example:

User Registration Form

Name of user (Organisation or Company) as per PAN: XYZ Co LTD.

PAN of User: CCCCX1234E

TAN of User: BBNTD0012e

Address of user Premises: Banglore

Generate Computer Serial CODE

If PAN not applicable to the organization then Fill up PANNOTREQD, But TAN Is mandatory field to generate the Registration.

Send the Below mentioned number to jiten_sahu@yahoo.co.in for getting Registration Number.

Your Computer Serial No. is 59731120

OK

Note down the Following particulars and Send these to jiten_sahu@yahoo.co.in for completing the Registration Process. (Please send the Correct Information which you had filled at the time of registration of the Product and Creating the UserID and Password.)

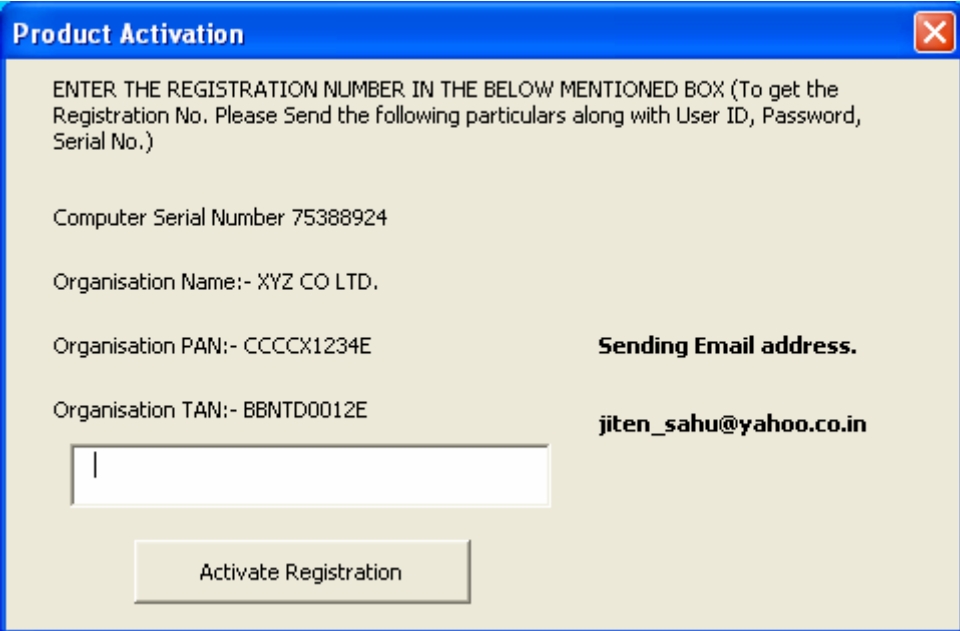
1. User Name (ID Created at the time of new user Registration)

2. Password (Created at the time of new user Registration)
3. Name of the user Organization,
4. PAN of the user Organization
5. TAN of the user Organization
6. Address of the user Organization
7. Computer serial No.

Alternatively (if you face any difficulty) you can send the file to jiten_sahu@yahoo.co.in for completing the registration.

Registration No. will be provided subject to realization of the payment.

After getting the Registration No. click on the register product button and fill up the number or code provided to you for completion of the registration process. Then click on the activate registration button. After this process you will be able to have a complete access to the programme.



The image shows a 'Product Activation' dialog box with a blue title bar and a close button. The main area is light beige and contains the following text and fields:

ENTER THE REGISTRATION NUMBER IN THE BELOW MENTIONED BOX (To get the Registration No. Please Send the following particulars along with User ID, Password, Serial No.)

Computer Serial Number 75388924

Organisation Name:- XYZ CO LTD.

Organisation PAN:- CCCCX1234E

Organisation TAN:- BBNTD0012E

Sending Email address.
jiten_sahu@yahoo.co.in

Below the text is a white rectangular input field with a vertical cursor on the left.

At the bottom is a button labeled 'Activate Registration'.