



**INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR
HOWRAH – 711 103**

No.162F/2025-26/46

Date: 03.07.2025

CIRCULAR

All Faculty Members, Officers and Staff Members who have not yet submitted the Form- 12BB and proof of savings for claiming exemption and/or deduction under old tax regime as per Income Tax Act, 1961 for the financial year 2024-25 are once again requested to submit the same within **14th July, 2025** for preparation of Form-16.

Sd/- Alok Kumar Maity
Joint Registrar (Finance)

Copy forwarded for information and necessary action to :

1. PS to the Director
2. All Heads of the Departments/ Schools /Centres
3. Registrar
4. All Officers
5. Institute Website
6. File Copy.

Joint Registrar (Finance)



Joint Registrar (Finance)
Indian Institute of Engineering Science
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