



shutterstock.com • 501015790

**CMA CA Kedarnath**

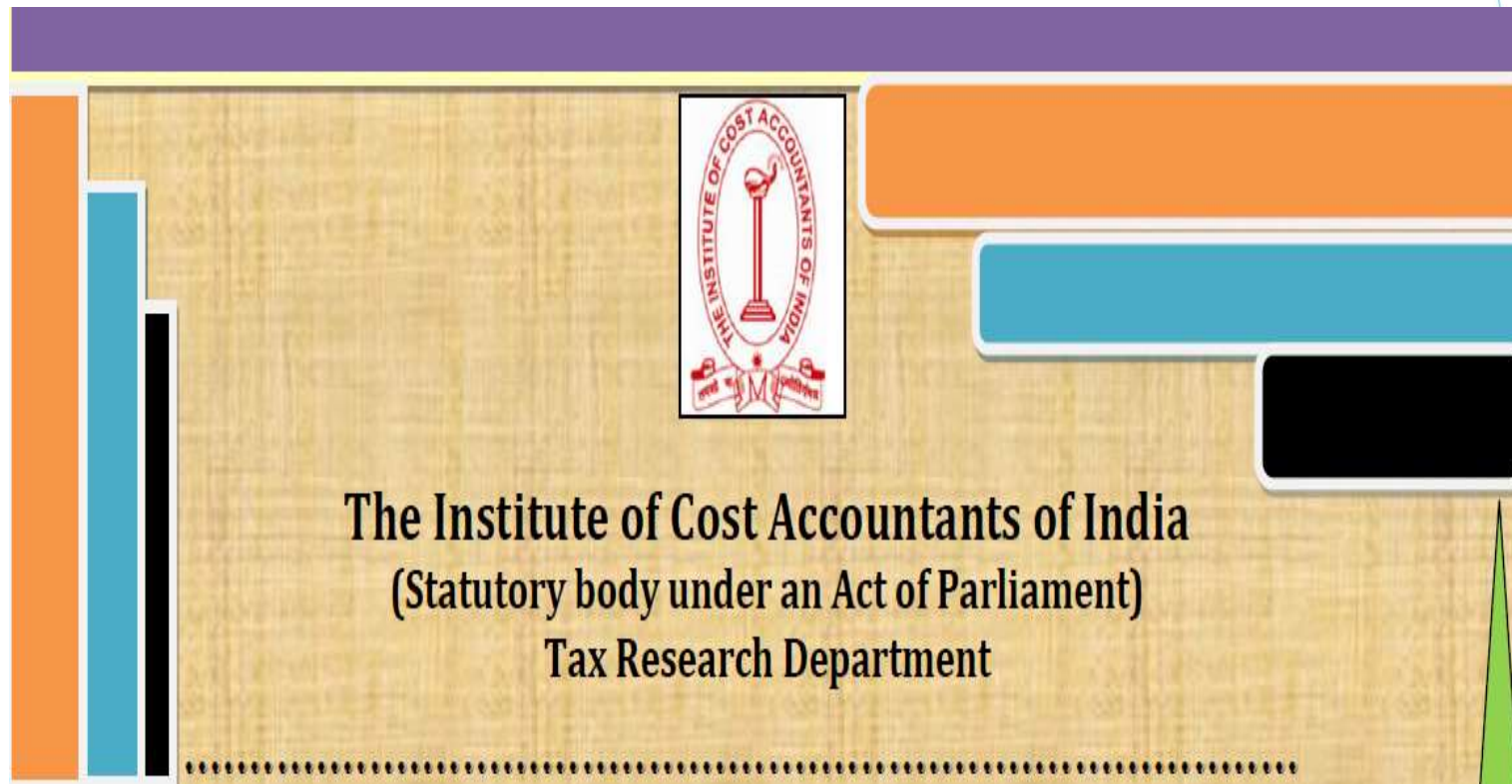
CMA CA Kedarnath

1

**Hyderabad**

28-Nov-21

## ONLINE CERTIFICATE COURSE ON ITR Filing – 6<sup>th</sup> Batch



## ONLINE CERTIFICATE COURSE ON ITR Filing – 6<sup>th</sup> Batch



## Introduction to ITR Filing

- ❖ Why we need to file Income Tax Return:
- ❖ To inform the Income Tax Department about our
  - ✓ Income
  - ✓ Expenses
  - ✓ Chapter VI-A Deductions
  - ✓ Exemptions
  - ✓ Rebate
  - ✓ Relief
  - ✓ Tax Payable
  - ✓ TDS
  - ✓ TCS

## **Benefits of Filing Income Tax Return: To the Society**

- ✓ Funding of public infrastructure
- ✓ Development and welfare projects
- ✓ Defense expenditure
- ✓ Scientific research
- ✓ Salaries of state and government employees
- ✓ Operations of the government
- ✓ Public transportation
- ✓ Unemployment benefits
- ✓ Pension schemes
- ✓ Law enforcement
- ✓ Public health
- ✓ Public education
- ✓ Public utilities such as water, energy, and waste management systems

## **Benefits of Filing Income Tax Return: To the Assessee**

- ✓ Loan approvals
- ✓ Visa applications:
- ✓ Self-employed individuals
- ✓ Government tenders:
- ✓ Carrying forward of losses:
- ✓ Claiming tax refunds:
- ✓ High-cover life insurance:

## Introduction to ITR Filing

- ❖ **Who has to file the ROI ?**
- **Every Company & Firm (including LLP):** Irrespective of Income / loss mandatorily they have to file the ROI on or before the due date specified u/s 139(1)
- **Other Assessee:** (Individual/HUF/AOP/BOI/AJP/LA): whose Total Income before giving Chapter VI-A Deductions & Exemptions u/s 54,54B,54D,54EC,54G,54GA & 54GB exceed Maximum amount not chargeable to income tax {GTI > BEL}
- **Q&A:**
- 1. Mr. Siva age is 30 years whose Gross Total Income is Rs 3,50,000/- does Siva required to file IT Return ?
- 2. M/s ABC Partnership firm suffered with Rs 1,00,000 loss during the FY 2020-21, does it require to file ROI ?
- 3. Mr Ram Gopal aged 85 years whose Gross Total Income is Rs 4,95,000/- does he require to file ?
- XYZ Pvt Ltd earned an amount of Rs 10,000/- as Net Profit from the business, does it require to file ROI ?



## Introduction to ITR Filing : Q & A

1. Mr. Siva age is 30 years whose Gross Total Income is Rs 3,50,000/- does Siva required to file IT Return ?
2. M/s ABC Partnership firm suffered with Rs 1,00,000 loss during the FY 2020-21, does it require to file ROI ?
3. Mr Ram Gopal aged 85 years whose Gross Total Income is Rs 4,95,000/- does he require to file ?
4. XYZ Pvt Ltd earned an amount of Rs 10,000/- as Net Profit from the business, does it require to file ROI ?
5. Mr. John whose Gross Total Income is Rs 3,50,000 and he has deductions under LIC premiums & Tax saving investments of Rs 1,50,000, does he required to file ITR ?



## Who is Compulsory required to file ROI ?

- ❖ **RBOR:** Compulsory required to file ROI (irrespective of his income/loss)
  - If he is a beneficial owner for any asset located outside India, including Financial interest (or)
  - he has a signing authority in any account located outside India (including a Bank account)

- ❖ **Remaining/ Other Assesses:**

- As per law he doesn't require to file ITR but, as per the seventh proviso to S.139(1) if

- (i) He has deposited an amount **more than 1 Crore** in aggregate in one or more current account maintained with a banking company or a co-operative bank; (or)

- (ii) He has incurred foreign travel expenditure of **more than Rs 2,00,000/-** for himself or any other person (or)

- (iii) He had incurred expenditure of an amount or aggregate of the amounts exceeding **Rs 1,00,000/-** towards consumption of electricity; (or)

- (iv) fulfils such other conditions as may be prescribed.

*{Added in FA 2019}*

## Due Dates for Filing ROI u/s 139(1)

❖ Transfer Pricing Audit u/s 92E - 30<sup>th</sup> Nov of AY

❖ Company

❖ Tax Audit cases

❖ Partner of firm (where firm a/c's are Tax Audit)

31<sup>st</sup> Oct of AY

{LA Finance Act, 2020}

❖ Others: 31<sup>st</sup> July of AY

**For AY 2021-22 i.e., FY 2020-21 Extended Due Dates as follows:**

T.P: 31<sup>st</sup> Jan 2022 & 28<sup>th</sup> Feb 2022

Tax Audit: 15<sup>th</sup> Jan 2022 & ITR: 15<sup>th</sup> Feb 2022

Others: 31<sup>st</sup> Dec 2021

## **Powers of CBDT u/s 119**

**U/s 119 CBDT has an exclusive powers to issue**

- ✓ Notifications
- ✓ Circulars
- ✓ Guidelines
  - From time to time
  - To clarify and remove the doubts of “Both”
- ✓ Assessee and
- ✓ A.O

### **Note:**

- ✓ Circulars issued by the CBDT is binding on AO but not on Assessee
- ✓ If it is favorable Assessee can adopt the same

## Circular No.08/2021 issued by CBDT u/s 119

Circular No. 08 /2021

**F.NO.225/49/2021/ITA-II**  
**Government of India**  
**Ministry of Finance**  
**Department of Revenue**  
**Central Board of Direct Taxes**

New Delhi, Dated 30<sup>th</sup> April, 2021

**Subject: Extension of time lines related to certain compliances by the Taxpayers under the Income-tax Act 1961**

1. In view of severe pandemic, the Central Board of Direct Taxes, in exercise of its powers under Section 119 of the Income-tax Act, 1961, provides following relaxation in respect of Income-tax compliances by the taxpayers:

a) Appeal to Commissioner (Appeals) under Chapter XX of the Income-tax Act, 1961 for which the last date of filing under that Section is 1<sup>st</sup> April 2021 or thereafter, may be filed within the time provided under that Section or by 31<sup>st</sup> May 2021, whichever is later;

b) Objections to Dispute Resolution Panel (DRP) under Section 144C of the Income-tax Act, 1961, for which the last date of filing under that Section is 1<sup>st</sup> April 2021 or thereafter, may be filed within the time provided under that Section or by 31<sup>st</sup> May 2021, whichever is later;

c) Income-tax return in response to notice under Section 148 of the Income-tax Act, 1961, for which the last date of filing of return of income under the said notice is 1<sup>st</sup> April 2021 or thereafter, may be filed within the time allowed under that notice or by 31<sup>st</sup> May 2021, whichever is later;

d) Filing of belated return under sub-section (4) and revised return under sub-section (5) of Section 139 of the Income-tax Act, 1961 for Assessment Year 2020-21, which was required to be filed on or before 31<sup>st</sup> March 2021, may be filed on or before 31<sup>st</sup> May 2021;

e) Payment of tax deducted under Section 194-IA, Section 194-IB and Section 194M of the Income-tax Act, 1961 and filing of challan-cum-statement for such tax deducted, which are required to be paid and furnished by 30<sup>th</sup> April 2021 under Rule 30 of the Income-tax Rules, 1962, may be paid and furnished on or before 31<sup>st</sup> May 2021;

f) Statement in Form No. 61, containing particulars of declarations received in Form No.60, which is due to be furnished on or before 30<sup>th</sup> April 2021, may be furnished on or before 31<sup>st</sup> May 2021.

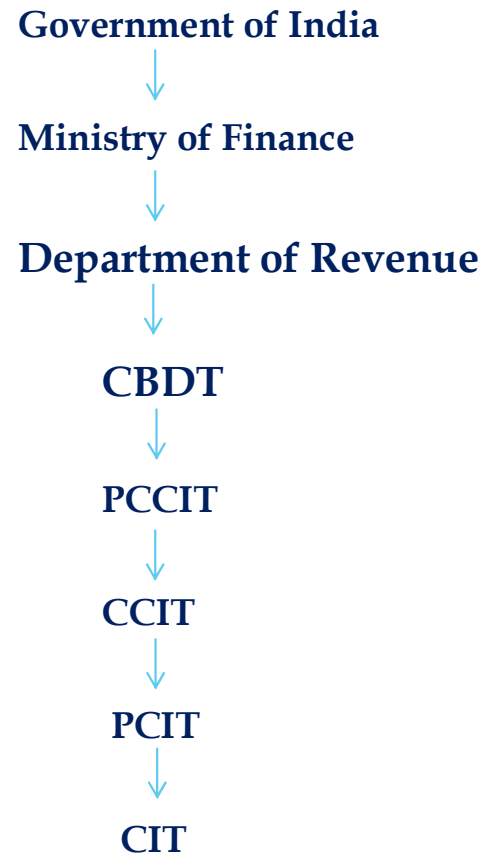
*sd/-*  
**(Ravinder Maini)**  
Director to the Government of India.

**Copy to:**

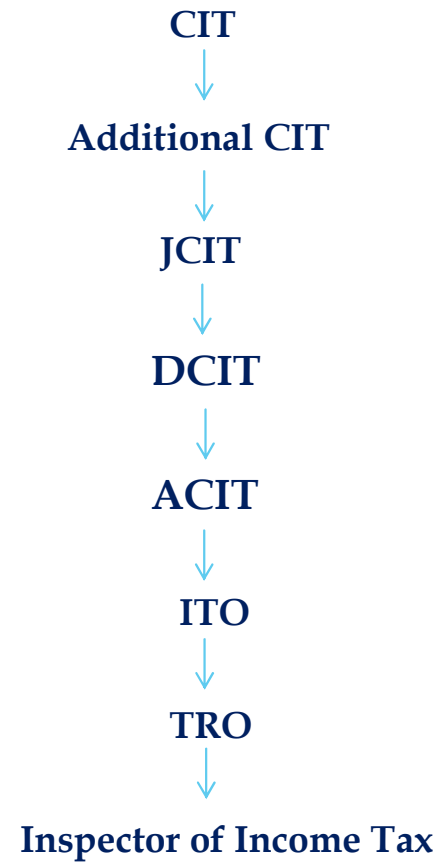
1. PS to F.M./PS to MoS (F).
2. PS to Revenue Secretary.
3. Chairman (CBDT) & All Members of CBDT.
4. All Pr. CCsIT/CCsIT/Pr. DGsIT/DGsIT.
5. All Joint Secretaries/CsIT, CBDT.
6. Directors/Deputy Secretaries/Under Secretaries of CBDT.
7. Web Manager, with a request to place the order on official Income-tax website.
8. CIT (M&TP), Official Spokesperson of CBDT with a request to publicize widely.
9. JCIT, Data Base Cell for placing it on [irsOfficersonline.gov.in](http://irsOfficersonline.gov.in).
10. The Institute of Chartered Accountants of India, IP Estate, New Delhi.
11. All Chambers of Commerce.
12. The Guard File.

*Ravinder Maini* 30/04/2021  
**(Ravinder Maini)**  
Director to the Government of India.

## Administration / Hierarchy of Direct Taxes : Code - C PC PC AJD AI TI



## Administration/ Hierarchy of Direct Taxes : Code - C PC PC AJD AI TI



## Types of Income Tax Return Forms:

### ITR-1:

- ✓ Name of the Form: ITR-1 SAHAJ
- ✓ Applicable for Individual only
- ✓ Salary / Pension + 1 HP + Other Sources + Agriculture Income up to Rs 5,000/-

*Note: This return is applicable for a Resident Individual i.e., RBOR, whose total income for the AY 2021-22 does not exceed Rs. 50 lakh and who has income under the following heads:*

- (a) Income from Salary/ Pension; or*
- (b) Income from One House Property; or*
- (c) Interest income and/ or family pension taxable under Other Sources.*



## ITR: 1

### Manner of Filing ITR-1:

This Return Form can be filed with the Income-tax Department in any of the following ways:-

(1) Electronically on the e-filing web portal of Income-tax Department ([www.incometaxindiaefiling.gov.in](http://www.incometaxindiaefiling.gov.in))

(or)

(2) in paper form, at the designated offices of Income-tax Department, along with duly signed Form ITR-V. This mode of furnishing return is permissible only in case of super senior citizens (i.e. an **individual of the age of 80 years or more** at any time during the previous year).

## Types of ITR

### ITR-2:

- ✓ Applicable for Individual & HUF
- ✓ Who is Not eligible to File ITR-1
- ✓ Ind / HUF **NOT** having Income under the head PGBP

## Types of ITR

### ITR-3:

- ✓ Applicable for Individual & HUF
- ✓ Who is Not eligible to File ITR-1, 2 & 4
- ✓ Individual / HUF having Income under the head **PGBP**

### ITR-4:

- ✓ Name of the Form: SUGAM
- ✓ Applicable for Individual / HUF / Firm (Other than LLP)
- ✓ Salary / Pension + 1 HP + Other Sources + Agriculture Income up to Rs 5,000/- + PGBP Income computed u/s 44AD / 44ADA / 44AE

## Types of ITR

### ITR-5: Applicable to

1. Firm
2. Limited Liability Partnership (LLP)
3. Association of Persons (AOP)
4. Body of Individuals (BOI)
5. Artificial Juridical Person (AJP) referred to in clause (vii) of Section 2(31)
6. Local Authority referred to in clause (vi) of Section 2(31)
7. Representative Assessee referred to in Section 160(1)(iii) or (iv)
8. Cooperative Society
9. Society Registered under Societies Registration Act, 1860 or under any other law of any State
10. Trust other than Trusts eligible to file Form ITR-7
11. Estate of Deceased Person
12. Estate of an Insolvent
13. Business Trust referred to in Section 139(4E) and Investment Fund referred to in Section 139(4F)

## Types of ITR

### ITR-6: Applicable to

- ✓ Indian Company
- ✓ Body corporate incorporated by or under the laws of country outside India
- ✓ Any institution, association or body, whether incorporated or not and whether Indian or Non-Indian which is declared by general or special order of the Board, to be Company, etc.

### ITR-7: Applicable to

- ✓ 139(4A) - Income derived from Property held under Trust wholly / in part for charitable or religious purposes
- ✓ 139(4B) - Chief Executive Officer of every Political Party
- ✓ 139(4C) - Various entities like Research Association, News Agency, etc. mentioned in Section 10
- ✓ 139(4D) - University, College or other Institution referred in Section 35

## Q&A

1. Mr. A is a retired Govt employee and he receives pension from the Govt, also he has Bank FD's and earns interest income, which ITR is applicable to Mr. A?
2. Mr. X has income from Salary as well as income from one HP, which ITR is applicable to Mr. A ?
3. M/s LMN Pvt Ltd company wants to file ITR and they don't have any income during the FY 2020-21, suggest them whether they need to file IT Return or not? If yest suggest ITR No.?
4. M/s ABC LLP wants to file the IT Return, which ITR is applicable to them?
5. TTD wants to file IT Return suggest the applicable ITR?
6. Mr. K is a Chartered Accountant, which ITR is applicable to him?
7. Which ITR applicable to AOP / BOI?
8. What is the maximum amount of deduction can be claimed u/s 80C?
9. Mr. X is having house property located outside India and earning rental income of Rs 10,000 p.m does he required to file ITR, if yes which ITR applicable?
10. What is the amount of standard deduction eligible for a salaried employee?

## Income from Salary

- ❖ Section 15 of Income Tax Act, 1961 deals with charging section for Income under the head Salary
- ❖ Income is taxable under this head if there is a **Employer** and **Employee** relationship
- ❖ That is nothing but master and servant
- ❖ As per S.15 Salary is taxable on the basis of due or received whichever is earlier

### Additional Note:

- ❑ Salary received by partner from partnership firm shall be taxable under the head **PGBP**
- ❑ Salary received by MP, MLA, MLC shall be taxable under the head IFOS
- ❑ Contract **of** Service – **Salary**
- ❑ Contract **for** Service – **PGBP**
- ❑ Salary forgone is always taxable, since merely it is an application of income
- ❑ Salary surrendered to C/G, shall not be treated as a salary as it is treated diversion of income
- ❑ Any amount received before joining / after cessation of employment treated as profits in lieu of salary & taxable.




## Income from Salary

Statement of salary. Name of the Assessee ===== P.Y. 2020-21 A.Y. 2021-22	
Computation of salary.	
Particulars	₹
Basic Salary (Note-1)	xxx
Dearness Allowance (D.A.) (Note - 2)	xxx
Commission (Note-3)	xxx
Bonus (Note-4)	xxx
Advance Salary / Arrears salary (Note-5)	xxx
Gratuity (Note-6)	xxx
Pension (Note-7)	xxx
Leave salary (Note-8)	xxx
Allowances (Note-9)	xxx
Provident Fund (Note-10)	xxx
Voluntary Retirement Compensation (VRS) (Note-11)	xxx
Super Annuation fund (Note -12)	xxx
Retrenchment Compensation (Note-13)	xxx
Perquisite (Note-14)	xxx
<b>Gross Salary</b>	<b>xxxx</b>
Less: Deductions 16 :	
1. Professional Tax (Note-15)	(xxx)
2. Entertainment Allowance (Note-16)	(xxx)
3. Standard deduction (Note-17)	(xxx)
<b>Net Salary</b>	<b>xxxx</b>

## How to Download **ITR-1** from New Income Tax Portal: [www.incometax.gov.in](http://www.incometax.gov.in)

https://www.incometax.gov.in/iec/foportal/downloads/income-tax-returns

 **e-Filing** *Anywhere Anytime*  
Income Tax Department, Government of India

Call Us | English | A- A+ | Login | Register

### Downloads

- Income Tax Returns
- Income Tax Forms
- DSC Management Utility

Assessment Year \*  
**2021-22** [Read General Instructions](#)

- > Common Offline Utility (ITR 1 to ITR 4)
- > Common Offline Utility (ITR 5 to ITR 7)
- ▼ **ITR 1**
  - For individuals being a resident (other than not ordinarily resident) having total income upto Rs.50 lakh, having Income from Salaries, one house property, other sources (Interest etc.), and agricultural income upto Rs.5 thousand.
  - Instructions** (325 KB)
  - Schema** (14 KB)
    - Date of first release of JSON Schema 01-Apr-2021
    - Date of latest release of JSON Schema 21-Jul-2021
    - Schema Change Document** (Version 1.2) (143 KB)
    - Validations** (308 KB)
      - Date of first release of validation 03-Apr-2021
    - ITR-1 Notified Form AY 2021-22** (325 KB)

## ITR-1 : Verification Process

One can verify the Income Tax Return through any of the following options:

1. I would like to e-Verify
  2. I would like to e-Verify later within 120 days from the date of filing.
  3. I don't want to e-Verify and would like to send a signed ITR-V through normal or speed post to "Centralized Processing Center, Income Tax Department, Bengaluru - 560500" within 120 days from the date of filing.
- Click on the 'Preview and Submit' button to preview and verify all the details before finally submitting ITR 3.
  - Now, 'Submit' the ITR.
- 
- **Follow the following steps to proceed to E-verification on your return:**
  - On Choosing 'I would like to E-Verify option, you can e-Verify through the following options. All you need to do is enter the EVC/OTP when asked for.
1. EVC generated through bank ATM or Generate EVC option under My Account
  2. Aadhaar OTP
  3. Prevalidated Bank Account
  4. Prevalidated Demat Account
- The EVC/OTP should be entered within 60 seconds else, the Income Tax Return (ITR) will be auto-submitted. You can verify the ITR later through your ITR login account. Just login and click on the 'My Account > e-Verify Return' option. You can also verify by sending a signed ITR-V to CPC, Bengaluru.



*{Arise, awake and stop not until the goal is reached}  
- Swami Vivekananda*



By

**CA CMA Kedarnath**

**#9985162155**

**kedarnath.potnuru@gmail.com**