NEIGRIHMS

पूर्वोत्तर इंन्दिरा गांधी क्षेत्रीय स्वास्थ एवं आयुर्विज्ञान संस्थान शिलांग
NORTH EASTERN INDIRA GANDHI REGIONAL INSTITUTE OF HEALTH & MEDICAL SCIENCES, SHILLONG
(भारत सरकार स्वास्थ एवं परिवार कल्याण मंत्रालय स्वायत संस्थान)
(An Autonomous Institute, Ministry of Health and Family Welfare, Government of India)
निदेशक ब्लॉक मावडीयांगडीयांग, शिलांग – 793018 मेघालय
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No. ACCT-SAL0ITAX/1/2024-ACCT   **Dated Shillong, the 23rd June 2025**

<u>**CIRCULAR**</u>

This is for general information to all employees concerned that TDS Certificate (Form No.16) for the Financial Year 2024-25 (Assessment Year 2025-26) will be issued from the 30th June 2025 by Accounts Section.

It is, therefore requested that those employees concerned in whose case TDS has been recovered from their salary for the FY 2024-25, Form No 16 may kindly collect the same from Accounts Section on all working days during normal office hours.

(Lt.Cdr. Pawan Deep)
Deputy Director(Admn)

Memo No. ACCT-SAL0ITAX/1/2024-ACCT   **Dated Shillong, the 23rd June 2025**

Copy to : -

1. PA to Director, NEIGRIHMS for kind information of the Director.
2. PS to DD(A), NEIGRIHMS for kind information of DD(A).
3. PS to Financial Adviser, NEIGRIHMS formation of FA.
4. PA to Medical Superintendent, NEIGRIHMS for kind information and wide circulation in the Department/Sections/Unit under the direct control of MS.
5. PA to Dean, NEIGRIHMS for kind information and wide circulation in the Academic Department.
6. All HODs/Section Heads/In-charge for kind information and necessary circulation amongst all the Faculty/Doctors/Officers/Staff in their respective Department/Sections/Unit. **It is also requested that when employees join in the Department(s) after availing leave, contents of this Circular may be brought immediately to their notice for necessary compliance.**
7. Principal, College of Nursing, NEIGRIHMS for kind information and wide circulation in the College.
8. Shri. Shambhu Nath Lal, Programmer, IT Cell, NEIGRIHMS for uploading in the Institute's website.
9. All Notice Boards (Administrative Block/Hospital/College of Nursing/MRO Hostel).

(Lt.Cdr. Pawan Deep)
Deputy Director(Admn)