

Name of the Committee/ Association: Commerce Association

1. Names of Convenor/ Chairperson and members:
Dr Varsha Mallah (Coordinator)
Mrs. Naina Padki
Mr Harshad M Janjarkiya
2. Names of student members of core committee: NOT APPLICABLE
3. Name of the Activity: **Workshop on E-Filing of Income Tax (ITR-1)**
4. Aims and objectives of the activity: to train teaching and not teaching staff to file income tax return
5. Was the activity calendar prepared? yes
6. Day and Date of the Programme conducted: Tuesday, 23rd July 2024
7. Functions/ duties allotted to committee members:
Documentation- Dr Varsha Mallah
Operations:- Mrs Naina Padki
Report Writing and Geotag Photo:- Mr Harshad Janjarkiya
8. Whether other members were co-opted? No
9. Participation of audience:
No. of Students: Not Applicable
No. of Staff-members: 19 (Teaching 17, Non- Teaching 2)
No. of Committee Members: 02
10. Level of participation through your activity: (Attach Details): Intra-collegiate
11. Awards won (Mention the Level of Competition) attach list of achievers of national repute (Details Expected): NOT APPLICABLE
12. Funds allotted for the activity: NIL
13. Funds utilised: NIL
14. Funds generated through registration fees: Rs 1900 (one thousand nine hundred)
15. Method of publicity of activity within college: (Print /Electronic Media etc.) Printed Notice was displayed on Notice Board and PDF of the notice was circulated on Social Media Group
16. Brief Report of the Programme: Resource persons for the session were CA Dipali Mehta and Mr Harshad Janjarkiya. Teaching and Non-teaching staff were briefed about the

income tax rules in the beginning by resource person CA Dipali Mehta, theoretical doubts were cleared by both the resource persons. After that all the participants were guided step by step on how to file income tax return from login to verification of ITR. It was an interactive session and staff members filled their return in workshop.

17. Report of the Programme submitted to:

IQAC


18. Mode of feedback from students/teacher and action taken on it to improve: Online

19. How do your activities contribute to the mission and vision of the institution: Qualified staff of one department can help and guide staff from non-commerce background on filling income tax that is essential for all salaried person.

20. Suggestions, if any/Outcomes:

Suggestions: Activity should be regularised and even students of M.Com can be involved in the activity as many of them are working. Also if students know the process, he/she can file return for family member to save on charges to professionals.

Outcome: Three staff members successfully filled their ITR and rest of the participants completed the process, however, they felt to take final advice from their CA before submission.

Signature: 

Name of Convenor/ Chairperson: Dr. Varsha Mallah

PS: Photograph of Event



