

E-Tutorial

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TDS
Centralized Processing Cell

1. Important Information to Download Aggregated TDS Compliance Report

- An entity level PAN associated with more than one TAN, for example PAN of the Central Office, Head quarter etc. having more than one TANs for its branches, can review the "**Aggregated TDS Compliance**" report on a regular basis to improve TDS compliance at Organization level.
- The feature assists in effective TDS administration ,monitoring ,control and compliance at Organization level.
- While conducting Audits, the above feature can be used for the purpose of identifying Defaults in respect of all TANs associated with the entity level PAN.
- The feature will be extremely useful for the purpose of complying with the provisions of Section 40(a)(ia) and disclosure of certain information in Form 3CD of the Income Tax Act,1961.
- Functionality available from Financial Year **2007-08** onwards.
- PAN should be updated in the TAN database of the respective TANs. If Taxpayer having multiple TANs and still not able to view "**Aggregated TDS Compliance report**" then it is required to update TAN database by filling Form 49B.
- The list of defaults of various TANs associated with a PAN will be available in Excel Format for which a request has to be placed.
- The report will not be available, If there are no Defaults or statements are yet to be processed.

1. Important Information to Download Aggregated TDS Compliance Report (Contd.)

Requested Status:

- **Submitted:** Request has been submitted by user.
- **Available:** Request has been processed and excel format file is available for downloading.
- **Not Available** : Request has been processed and file is not available for download as data requested for selected inputs criteria is not available.
- **Failed:** Request has not been processed due to technical issue.

2. Brief steps to Download Aggregated TDS Compliance Report

Go to TRACES website (www.tdscpc.gov.in).

Step 1: Login to TRACES website with “**User ID**”, “**Password**” and the “**Verification code**”. Landing Page will be displayed on the screen.

Step 2: Click on “**Aggregated TDS Compliance**” tab. This option is available only to those Taxpayer (PAN) who are having multiple TANs.

Select one the available download options which are as follows : (a) **Default Based Report** (b) **Financial Year Based Report**.

✓ **Option 1:** Select the Default type for which TDS Compliance Report is required across the Financial years.

✓ **Option 2:** Select the relevant Financial year for which TDS Compliance Report is required

Step 3: On successful submission of the request, a unique Request number will be generated.

Step 4: The Aggregated TDS Compliance Report will be available in “**Requested Download**”, Deductor can search the TDS Compliance Report by using: (a) **Request Number** (b) **Date** (c) **View All Download Requests**

Step 5: Click on “**Available**” status row then click on “**HTTP Download**” tab to download the file.

3. Pictorial guide to Download Aggregated TDS Compliance Report

Go to TRACES website (www.tdscpc.gov.in)

The screenshot shows the TRACES website homepage. At the top, there is a navigation bar with links for Home, About Us, Contact Us, e-Tutorials, Related Links, Skip to main content, and Login. A search bar and language selector (English) are also present. The main header features the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System). Below the header is a secondary navigation bar with Home, Deductor, Tax Payer, PAO, and Help. The main content area is divided into several sections: a Login section with links for Login, Register as New User, Forgot Password, and Forgot User ID; a Customer Care section with contact numbers and email; a New FAQs section; a Quick Links section with various links; and a Highlights of the Portal section with icons for various services. A callout bubble with an orange border points to the 'Login' link in the Login section, containing the text 'Click here to login as Tax Payer'. The background of the Highlights section shows a person using a laptop displaying the TRACES portal.

Home | About Us | Contact Us | e-Tutorials | Related Links | Skip to main content | Login

Search In Keyword

English

TDS Centralized Processing Cell

TRACES TDS Reconciliation Analysis and Correction Enabling System

Government of India
Income Tax Department

Home Deductor Tax Payer PAO Help

Login

Login

Register as New User

Forgot Password

Forgot User ID

Click here to login as Tax Payer

Application in Form 15E for lower/nil deduction certificate under section 195(2) of the Income Tax Act 1961 for current financial year i.e., F.Y. 2023-24 is available till 15.03.2024 only.

Application in Form 15E for lower/nil deduction certificate under section 195(2) of the Income Tax Act 1961 for current financial year i.e., F.Y. 2023-24 is available from 28.02.2024 onwards.

The functionality to file application in Form 13 for lower/nil deduction certificate under section 197 of the Income Tax Act 1961 for current financial year i.e., F.Y. 2023-24 is available till 15.03.2024 only.

Customer Care

Toll-Free 1800 103 0344

0120 4814600

0120 4816105

contactus@tdscpc.gov.in

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View more to view E-Tutorial for raising a Grievance Online

New FAQs View more

- Deductor
- Tax Payer
- General

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- TDS CPC Communications
- DIN Verification
- e-Tutorials
- Rates and Tables
- Forms
- Conso File Formats
- TDS on Sale of Property
- Right to Information
- Section codes for 26A/27BA
- Services
- Guidelines u/s 194-O(4) & 208C(1-I) of I.T. Act (pdf version Size 4559KB)
- Dos & Don'ts (pdf version Size 2309KB)
- A to Z of TDS (pdf version Size 4692KB)

About the portal [View more](#)

TRACES is a web-based application of the Income Tax Department that provides an interface to all stakeholders associated with TDS administration. It enables viewing of challan status, downloading of Conso File, Justification Report and Form 16/ 16A/ 16B/ 16C/ 16D/ 16E/ 27D as well as viewing of annual tax credit statements (Form 26AS/Annual Tax Statement).

Highlights of the Portal

- Online correction
- Lower/Nil Deduction Certificate Application
- Request for Resolution Taxpayer/Deductor
- Form 26QB/ 26QC / 26QD Correction
- TDS/TCS Certificate View/Download
- Download Conso File/ Justification Report/(Form 26AS/Annual tax Statement)

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 1: Login to TRACES website with “User ID”, “Password” and the “Verification code”. Landing Page will be displayed on the screen.

The screenshot shows the TRACES website login page. At the top, there is a navigation bar with links: Home, About Us, Contact Us, e-Tutorials, Related Links, and Login. A search bar is also present. The main header features the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System). On the right, there is the Government of India logo and the Income Tax Department logo. Below the header, there is a navigation menu with options: Home, Deductor, Tax Payer, PAO, and Help. The main content area is titled "Login" and includes radio buttons for "Deductor", "Taxpayer" (selected), and "PAO". There are input fields for "User Id*", "Password*", and "PAN for Tax Payer". A CAPTCHA image is shown with the text "C3waal" and a "Click on this image" prompt. Below the CAPTCHA is a "Login" button. Callouts provide instructions: "Click on Taxpayer" points to the selected radio button; "Click on help icon next to each field for more details" points to the question mark icons; "Enter user id and password" points to the input fields; "PAN will be auto-populated." points to the PAN field; and "Click on Login to proceed further" points to the Login button. A "Help" icon is also visible in the top right corner.

Home | About Us | Contact Us | e-Tutorials | Related Links | Login

Search In Keyword

TDS Centralized Processing Cell

TRACES TDS Reconciliation Analysis and Correction Enabling System

सत्यमेव जयते Government of India Income Tax Department

Home Deductor Tax Payer PAO Help

Click on Taxpayer

Click on help icon next to each field for more details

Enter user id and password

PAN will be auto-populated.

Click on Login to proceed further

For more details on any screen, click on Help icon

Common Note:

- This website uses cookies to maintain user preference and session information. Disabling cookies in your browser might not allow you to perform certain activities

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Site Last Updated on 15/02/2023 | Site best viewed on latest version of Microsoft Edge, Mozilla Firefox and Google Chrome

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 1(Contd.) : Landing Page will be displayed on the screen

The screenshot shows the TRACES landing page. At the top left is the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System). At the top right is the Government of India Income Tax Department logo. Below the logos is a navigation bar with tabs: My Home, Statements/Forms, View/ Verify Tax Credit, Request for Resolution, Downloads, and Profile. The main content area is titled "Aggregated TDS Compliance" and includes a "Help" button. A central message says "Welcome to TRACES!" and "TRACES is a user-friendly application that will help you to manage your account with Income Tax Department." Below this is a blue banner with the text "ATTENTION TAX PAYERS!!!!!!" and "Please insist on getting Form 16/16A from your Deductor downloaded only from Traces.Valid form 16/16A. [click here](#)". There is a checkbox labeled "I agree to the usage and acceptance of Form 16 / 16A generated from TRACES" and a "Proceed" button. A "Customer Care" section on the right lists toll-free numbers: 1800 103 0344 and 0120 4814600. A "Last logged in on:" field is visible at the bottom right. Three callouts are present: one pointing to the "Landing Page will be displayed on the screen" text, one pointing to the checkbox with the text "Click on the check box", and one pointing to the "Proceed" button with the text "Click on Proceed".

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 2: Click on “Aggregated TDS Compliance” tab. This option is available only to those Taxpayer (PAN) who are having multiple TANs

The screenshot displays the TRACES (TDS Reconciliation Analysis and Correction Enabling System) portal. At the top, there are logos for TDS Centralized Processing Cell and the Government of India Income Tax Department. A navigation bar includes tabs for 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. The 'Aggregated TDS Compliance' tab is highlighted in blue. A callout bubble points to this tab with the text: 'Click on “Aggregated TDS Compliance” tab'. Below the navigation bar, the main content area features a 'Quick Links' sidebar on the left, a central text block describing TRACES functionalities, and a 'Customer Care' sidebar on the right. The 'Quick Links' sidebar lists: 'Form 16B/16C (For Buyer/Tenant)', 'Update Communication Details', 'Salary Details reported by Employer', and 'Change Password'. The central text block states: 'TRACES is a user-friendly application that will help you to manage your account with Income Tax Department. Some of the functionalities available through TRACES are listed below.' It lists two main categories: 'View Form 26AS/Annual Tax Statement' (with sub-item: 'View and download Form 26AS/Annual Tax Statement containing details of tax deduction, collection, tax payment, refund and AIR transactions') and 'Profile' (with sub-item: 'Update Communication Details'). The 'Customer Care' sidebar provides toll-free numbers: 1800 103 0344 and 0120 4814600. A 'User Login Details' section is partially visible at the bottom right.

“Aggregated TDS Compliance” option is available only to those Taxpayer (PAN) who are having multiple TANs

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 2: Select download Option 1: “Default based Report” ” or Option 2: “Financial Year Based Report” for downloading Aggregated TDS Compliance report

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Search In Keyword

TDS Centralized Processing Cell

TRACES TDS Reconciliation Analysis and Correction Enabling System

Government of India Income Tax Department

My Home Statements/Forms View/ Verify Tax Credit Request for Resolution Downloads Profile

Aggregated TDS Compliance Help

Select download option 1 or option 2 for downloading Aggregated TDS Compliance report

Aggregated TDS Compliance Download Request

Please select download option below for downloading Aggregated TDS Compliance TAN Wise

Default Based Report Financial Year Based Report

Financial Year* --Select-- Submit Request

3. Pictorial guide to Download Aggregated TDS Compliance Report(Contd.)

Step 2 (Contd.): Option 1: "Default Based Report"

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Search In Keyword

TDS Centralized Processing Cell

TRACES TDS Reconciliation Analysis and Correction Enabling System

Government of India Income Tax Department

My Home Statements/Forms View/ Verify Tax Credit Request for Resolution Downloads Profile

Aggregated TDS Compliance Help

Aggregated TDS Compliance Download Request

Please select download option below for downloading Aggregated TDS Compliance TAN Wise

Default Based Report Financial Year Based Report

Default Type* --Select-- Submit Request

- Total Default
- Short Payment
- Short Deduction
- Interest on Payments Default u/s 201
- Interest on Deduction Default u/s 201
- Late Filing Fee u/s 234E
- Interest u/s 220(2)
- PAN Errors

Select "Default Based Report" option

Select default type from drop down then click on "Submit Request" button

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 2 (Contd.): Option 2: "Financial Year Based Report"

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Search In Keyword

TDS Centralized Processing Cell

TRACES TDS Reconciliation Analysis and Correction Enabling System

Government of India Income Tax Department

My Home Statements/Forms View/ Verify Tax Credit Request for Resolution Downloads Profile

Aggregated TDS Compliance Help

Aggregated TDS Compliance Download Request

Please select for downloading Aggregated TDS Compliance TAN Wise

Default Based Report Financial Year Based Report

Financial Year

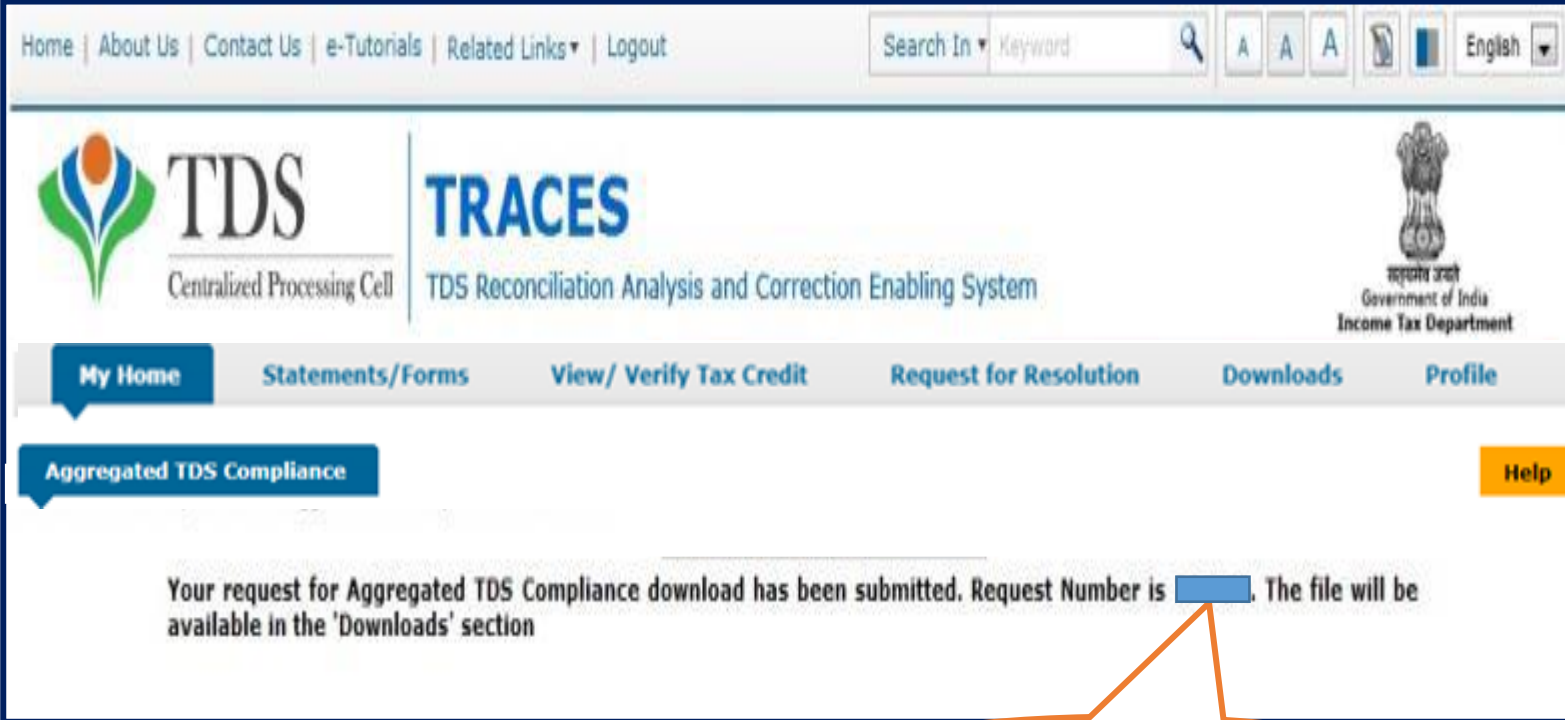
--Select--
All Years
2007-08
2008-09
2009-10
2010-11
2011-12
2012-13
2013-14
2014-15

Select "Financial Year Based Report" option

Select Financial Year from drop down then click on "submit request" button

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 3: On successful submission of the request, a unique Request number will be generated



The screenshot shows the TDS TRACES portal interface. At the top, there are navigation links: Home, About Us, Contact Us, e-Tutorials, Related Links, and Logout. A search bar is present with the text 'Search In Keyword'. The main header features the TDS logo (Centralized Processing Cell) and the TRACES logo (TDS Reconciliation Analysis and Correction Enabling System). On the right, the Government of India logo and 'Income Tax Department' are displayed. A navigation menu includes 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. A 'Help' button is located on the right. The main content area displays a confirmation message: 'Your request for Aggregated TDS Compliance download has been submitted. Request Number is [redacted]. The file will be available in the 'Downloads' section'. An orange callout bubble points to the redacted request number.

Request number will be generated on successful submission of request

Once request is successfully placed, Excel File can be downloaded from '**Requested Downloads**' option under '**Downloads**' menu.

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 4: The Aggregated TDS Compliance Report will be available in “Requested Download” option under “Downloads” menu

The screenshot displays the TRACES (TDS Reconciliation Analysis and Correction Enabling System) portal. At the top, there are logos for TDS Centralized Processing Cell, TRACES, and the Government of India Income Tax Department. A navigation bar includes 'My Home', 'Statements/Forms', 'View/ Verify Tax Credit', 'Request for Resolution', 'Downloads', and 'Profile'. The 'Downloads' menu is open, showing options like 'Requested Downloads', 'Form 16B/16C/16D/16E', 'Download 197,206C(9) or 195(3)Certificate', 'Download 197 Certificate for section 194M', and 'Download Certificate u/s 195(2)'. A callout box points to the 'Requested Downloads' option with the text 'Click on “Requested Downloads” option'. On the left, there is a 'Quick Links' section with links for Form 16B/16C/16D/16E, Update Communication Details, Salary Details, Pension Details, and Change Password. The main content area has a 'Welcome to TRACES!' message and a list of functionalities: View and download Form 26AS/Annual Tax Statement, Profile, Update Communication Details, and Form 26QB/26QC/26QD Correction. On the right, there is a 'Toll-Free' number and a 'User Login Details' section.

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 4 (Contd.): Deductor can search the TDS Compliance Report by using: (a) Request Number (b) Date (c) View All Downloads Requests.

The screenshot shows a web interface for downloading TDS compliance reports. At the top, there are two search boxes: one for 'Request Number' and one for 'Request Date' (with a date format example: dd-mmm-yyyy; e.g., 12-Dec-1980). Below these are two 'View Request' buttons. A callout points to the 'View Request' button under the date search, stating: 'Enter Request Number (Search Option 1) or Request Date (Search Option 2)'. Below the search boxes, there is a 'View All Download Requests' button, with a callout pointing to it: 'Click on here to view all download requests'. Below this is an information icon and text: 'For requests with status as 'Available', click on a row to select it and click on 'HTTP Download' to download Form 26AS as a text file / Form 16B as a PDF'. Below this is a table with the following columns: Request Date, Request Number, Assesment Year, Form Type, File Processed, Status, and a final column for additional information. The table contains 10 rows of data. A callout points to the 'Submitted' status in the first row, stating: 'In case of Submitted status please wait for 24 to 48 hrs'. At the bottom of the table, there is a 'Page 1 of 10' indicator and a 'View 1 - 10 of 92' indicator. Below the table is an 'HTTP Download' button.

Request Date	Request Number	Assesment Year	Form Type	File Processed	Status	
30-Apr-2014	256650	2010-11	-	Aggregated TDS Compliance TAN wise	Submitted	
29-Apr-2014	256639		-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014	256638		-	Aggregated TDS Compliance TAN wise	Not Available	Either Statements of all TANs mapped the PAN are not processed or there are no defaults
29-Apr-2014	256637		-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014	256635		-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014	256634		-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014	256633		-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014	256631		-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014	256629		-	Aggregated TDS Compliance TAN wise	Available	-

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Step 5: Click on “Available” status row then click on “HTTP Download” tab to download the file

i Click on 'View All' to view all download requests

[View All Download Requests](#)

i For requests with status as 'Available', click on a row to select it and click on 'HTTP Download' to download Form 26AS as a text file / Form 16B as a PDF

Request Date	Request Number	Assesment Year	Form Type	File Processed	Status	Remarks
30-Apr-2014		2010-11	-	Aggregated TDS Compliance TAN wise	Not Available	Either Statements of all TANs mapped the PAN are not processed or there are no defaults
29-Apr-2014			-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014			-	Aggregated TDS Compliance TAN wise	Not Available	Either Statements of all TANs mapped the PAN are not processed or there are no defaults
29-Apr-2014			-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014			-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014			-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014			-	Aggregated TDS Compliance TAN wise	Available	-
29-Apr-2014	256631		-	Aggregated TDS Compliance TAN wise	Available	-

Click on row to select it

Click here to download file

[HTTP Download](#)

Page 1 of 10 View 1 - 10 of 92

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Sample file as per search option 1: Default Based Report

TANs	Name of Deductor	Address	Short Payment	Short Deduction	Interest on Payments default u/s 201	Interest on Deduction Default u/s 201	Late Filing Fee u/s 234E	Interest u/s 220(2)	Total Default	PAN Errors
TAN 1	ABC	New Delhi	672746	70900	409500	54744	74340	172746	5172746	223
TAN 2	ABC	Chandni Chowk	972746	70900	409500	54744	74340	172746	5172746	323
TAN 3	ABC	Mayur Vihar	972746	70900	409500	54744	74340	172746	5172746	343
TAN 4	ABC	Parliament Street	972746	70900	409500	54744	74340	172746	5172746	323
TAN 5	ABC	Vivek Vihar	972746	70900	409500	54744	74340	172746	5172746	343
TAN 6	ABC	South Ex	972746	70900	409500	54744	74340	172746	5172746	323
Total			172746	70900	409500	54744	74340	172746	7172746	1233
Number of TANs with default			500	232	343	44	321	232	921	284

3. Pictorial guide to Download Aggregated TDS Compliance Report (Contd.)

Sample file as per search option 2 : Financial Year Report

TANs	Name of Deductor	Address	FY 2007-08	FY 2008-09	FY 2009-10	FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14	Total
TAN 1	ABC	New Delhi	672746	70900	409500	54744	74340	172746	5172746	5172746
TAN 2	ABC	Chandni Chowk	972746	70900	409500	54744	74340	172746	5172746	5172746
TAN 3	ABC	Mayur Vihar	972746	70900	409500	54744	74340	172746	5172746	5172746
TAN 4	ABC	Parliament Street	972746	70900	409500	54744	74340	172746	5172746	5172746
TAN 5	ABC	Vivek Vihar	972746	70900	409500	54744	74340	172746	5172746	5172746
TAN 6	ABC	South Ex	972746	70900	409500	54744	74340	172746	5172746	5172746
Total			172746	70900	409500	54744	74340	172746	7172746	1233
Number of TANs with			500	232	343	44	321	232	921	284

THANK YOU

Please Note:

- 1) **For Feedback** : You can share your feedback on contactus@tdscpc.gov.in
- 2) **For any Query** : You can raise your concern on “Request for Resolution” as Online Grievance on TRACES Website.
- 3) **For any query related to website:** You can raise your concern on below mentioned numbers
Toll Free Number - 1800103 0344
Land Line Number - 0120 4814600