

# TEACHERS SERVICE COMMISSION

<p>Telephone: Nairobi 2892000 Email: <a href="mailto:info@tsc.go.ke">info@tsc.go.ke</a> Web: <a href="http://www.tsc.go.ke">www.tsc.go.ke</a></p> <p>When replying please quote:</p> <p>Ref. N°: <b>TSC/ADM/192A/VOL.IX/117</b></p>		<p>TSC HOUSE KILIMANJARO ROAD UPPER HILL PRIVATE BAG- 00100 NAIROBI, KENYA</p> <p><b>10<sup>TH</sup> FEBRUARY, 2022</b></p>
---	--	---

## CIRCULAR NO.3/2022

**TO: ALL TEACHERS  
ALL SECRETARIAT STAFF**

### FILING OF INDIVIDUAL INCOME TAX RETURNS FOR THE YEAR 2021

All TSC employees are required to file their individual income tax returns for the year 2021 through the KRA online iTax platform (<https://itax.kra.go.ke>), by **30<sup>th</sup> June 2022** as required by Income Tax Act.

The Tax Deduction Cards (P9 Forms) have been uploaded on the TSC T-pay portal for all employees to download. This will facilitate filing of the returns.

In the event of any challenges in filing the returns, assistance may be sought from TSC Accounts Division (PAYE-Section) or call (020) 289-2000 Ext:2401/2382 or 0722 208 552/077 208552, or email: [info@tsc.go.ke](mailto:info@tsc.go.ke).

You may also visit KRA Service Centers across the country or call +254(020)4999 999/ +254(0711)099 999 or Email: [callcentre@kra.go.ke](mailto:callcentre@kra.go.ke).

  
**DR. NANCY NJERI MACHARIA, CBS**  
**SECRETARY/CHIEF EXECUTIVE**