Note: If the user is not already registered, then registration must be completed first by clicking on the "**Register**" button available on e-filing portal and then providing relevant details. After successful registration, login step can be performed on the e-filing portal.

5. Click on "View Annual Information Statement (AIS)" under "e-File" ' ' "Income tax Returns" tab from the e-filing portal after successful login on e-filing portal OR alternatively, click on "AIS" Tab at the home page of e-filing portal.
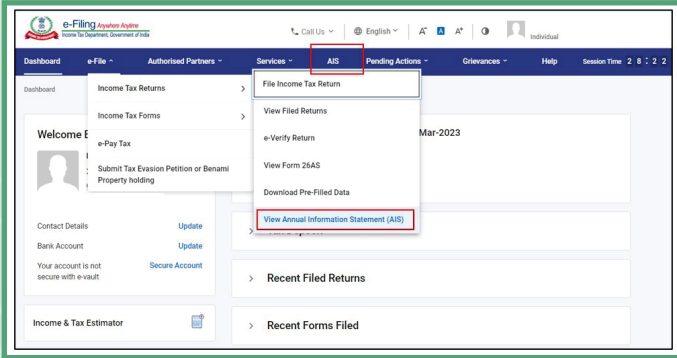

Figure 4- e-Filing profile page

6. On AIS Homepage, access the functions available on AIS homepage as:
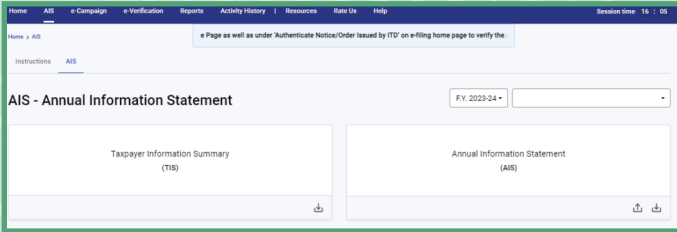

Figure 5-AIS Homepage

B) Steps for submission of feedback in AIS
User can submit the feedback on each Information displayed in AIS details. User can click and select one of the available options for submitting feedback by following the given steps:

Step 1: Navigate to AIS after following the steps mentioned above.

Step 2: Click on AIS tile and select the relevant Financial Year for which you would like to view the information under relevant tab such as TDS/TCS or SFT.

Step 3: Click on the information to view the transaction level details.

Step 4: Click on "**Optional**" mentioned in the Feedback column for relevant information.

Figure 6-AIS Feedback

Step 5: In the Add Feedback screen, choose the relevant feedback option and enter the feedback details (dependent on feedback type).

Figure 7-AIS Feedback Type

Step 6: Enter the necessary details and click on "**Submit**" to submit the feedback.

Figure 8- Submit AIS Feedback

To be continued In Part 2 of 'AIS\TIS' ...

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Income Tax Department

Central Board of Direct Taxes

AIS/TIS
Part-1

What is AIS/TIS?

- AIS is comprehensive view of financial information for a taxpayer.
- AIS is populated based on the data received from multiple information sources.
- TIS is a category wise aggregated information summary for a taxpayer.

Objectives of AIS

- Display Complete information to the taxpayer
- Promote voluntary compliance
- Deter non-compliance
- Enable seamless pre-filing of return

Features of AIS

- Inclusion of multiple categories of transactions undertaken by the taxpayer (interest, dividend, securities transactions, mutual fund transactions, foreign remittance information etc.)
- Taxpayer can submit online feedback on the information displayed in AIS
- Taxpayer can download information available in AIS in multiple formats (PDF, JSON & CSV)

Functionalities available in AIS

- AIS can be accessed online through AIS portal, AIS mobile app & in offline mode through AIS Utility
- Dedicated portal to view AIS for taxpayers. AIS is live with 59 information categories from financial year 2020-21 onwards.
- Offline AIS utility to view and capture feedback useful for bulk information.
- Integrated mobile app (for both Android & iOS) to view the AIS information with the provision to provide feedback on transaction level.
- Functionality to provide transaction level feedback in AIS is available (Scroll down to know the feedback options available in AIS)
- AIS information after considering the taxpayer's feedback or source's response on taxpayer's feedback is aggregated in TIS which is shared with e-Filing for pre-filing of ITR's for taxpayer's ease.
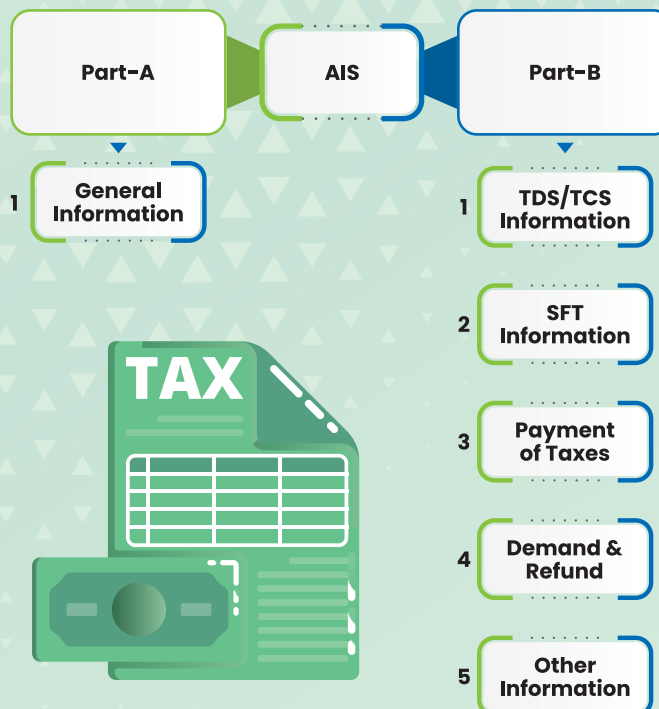
The taxpayer's feedback on select categories of information is communicated to the information source for confirmation. The taxpayer can monitor the status of the information confirmation and view the response provided by the information source on the AIS portal.
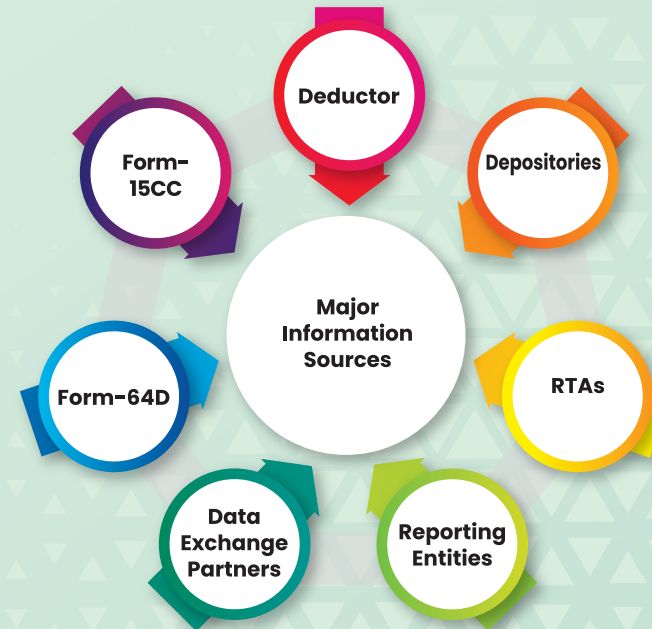
Key components of AIS portal

There are multiple tabs available on AIS portal. A brief description of each of the tab is provided below:

- **Home:** Provides a comprehensive view of the different functionalities available on AIS portal
- **AIS:** Facility to view Taxpayer Information Summary (TIS) and Annual Information Statement (AIS) is provided under this tab
- **E-Campaign:** Facility to view the e-campaigns issued to the taxpayer is provided under this tab
- **E-Verification:** Facility to view the notices/letters issued to the taxpayer under e-Verification Scheme, 2021 is provided under this tab
- **Reports** –Facility to view the consolidated summary of the taxes paid in a particular A.Y.
- **Activity History:** Facility to view the log of the activities performed on AIS portal, download acknowledgment is provided under this tab
- **Resources:** Facility to download the different Training Material(s), User manual(s) & AIS Utility is provided under this tab
- **Rate Us:** Facility is provided to the users to provide their views and suggestions based on their experience with the Portal under this tab
- **Help:** Facility is provided to access common FAQ's, Contact Us - or Raise/View Ticket Status in case of any issue/escalations under this tab

Components of AIS

Part-A → AIS → Part-B

Part-A:
1 General Information

Part-B:
1 TDS/TCS Information
2 SFT Information
3 Payment of Taxes
4 Demand & Refund
5 Other Information

Information sources for AIS

Major Information Sources:
- Deductor
- Depositories
- RTAs
- Reporting Entities
- Data Exchange Partners
- Form-64D
- Form-15CC

Feedback options available in AIS

- Information is correct
- Information is not fully correct
- Information relates to other PAN/Year
- Information is duplicate / included in other information
- Information is denied
- Customized Feedback (based on Information category)

Steps to view AIS

A) **Accessing AIS through e-Filing portal**

1. Visit the e-filing portal by using the URL **https://www.incometax.gov.in/.**
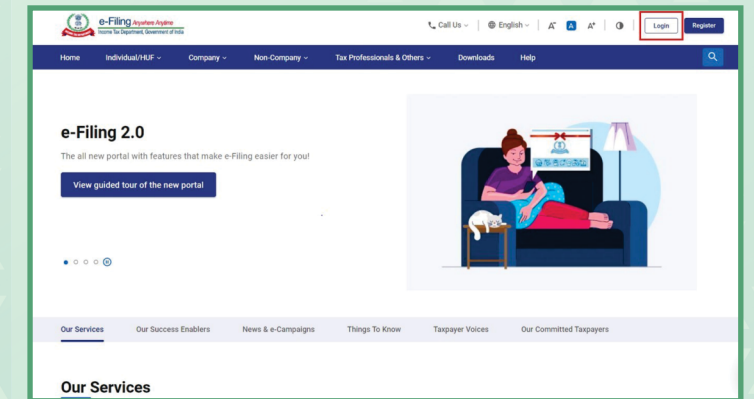2. On top-right of the homepage, click on "**Login**" button.

Figure 1- e-filing portal homepage

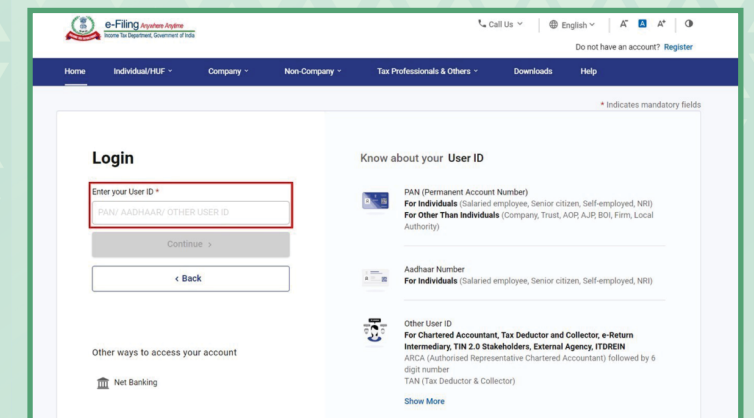3. Enter user ID and click on "**Continue**"

Figure 2- e-filing portal login page

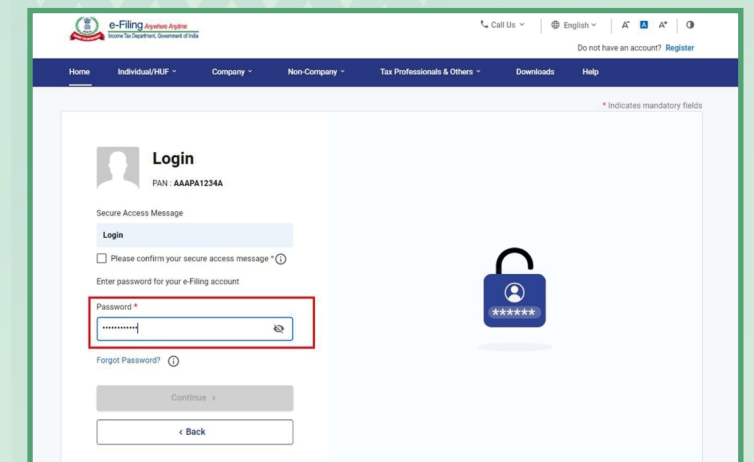4. Fill in the password and click on "**Continue**" to navigate to e-filing portal homepage.

Figure 3- e-filing portal login page