

56th
ANNUAL REPORT
2008-2009



Employees' Provident Fund Organisation
(Ministry of Labour & Employment, Govt. of India)
CORPORATE HEADQUARTERS: BHAVISHYA NIDHI BHAWAN
14, BHIKAJI CAMA PLACE, NEW DELHI – 110 066

Website: www.epfindia.com : www.epfindia.gov.in : www.epfindia.org

Bill of Rights of Employees

- Right to membership of Provident Fund, Pension and EDLI Schemes for every employee of covered establishment drawing monthly basic pay and D.A. upto Rs. 6,500.
- To receive Annual Statement of Provident Fund Account by 30th September of the following year.
- To obtain claim form free of cost from any Provident Fund Office.
- To obtain assistance/guidance from Public Relations Officers in filling up of forms.
- To submit claim applications in any office of EPFO and obtain acknowledgement.
- To get partial withdrawals settled within a maximum period of 30 days for specified purposes.
- To get claim final withdrawals settled within 30 days from the date of submission of claim.
- To get the accumulations transferred to your new account within 30 days of change of employer execute nomination for receiving Provident Fund accumulations/pension.
- To register grievance and get redressal.
- To approach office-in-charge of any office for redressal of grievance without prior appointment.
- To receive guaranteed monthly payment of pension even in case of non-payment of dues by employer.
- To receive Provident Fund dues from Special Reserve Fund:
 - In case of non-payment by employer of contribution deducted from wages;
 - In case of non-payment by the employer of establishment closed for more than three years.
 - In case of fraudulent withdrawal from your account.

OUR MISSION

Our mission is to extend the reach and quality of publicly managed old-age income security programs through consistent and ever-improving standards of compliance and benefit delivery in a manner that wins the approval and confidence of members in our methods, fairness, honesty and integrity contributing to the economic and social well-being of members.

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 - In case of non-payment by the employer of establishment closed for more than three years.
 - In case of fraudulent withdrawal from your account.

Bill of Rights of Employers

- To demand from the visiting Enforcement Officer an authority letter issued by RPFC/APFC.
- To get Business Number allotted within three days from the date of application.
- To approach the Employees' Provident Fund Organization to seek clarification/guidance relating to Provident Fund matters.
- To be heard before imposition of any liability on account of contribution and penal damages.
- To get various forms free of cost.
- To demand improved service delivery for subscribers of your establishment.



EMPLOYEES' PROVIDENT FUND ORGANISATION

ANNUAL REPORT 2008-2009

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CHAPTER 1

PERFORMANCE STATISTICS 2008-09

1. COVERAGE					
No. of Industries/Classes of Establishments to which EPF & MP Act, 1952 applied as on 31.03.2009				186 (186)	
		Exempted		Unexempted	Total
		EPS	EPF		
No. of covered Establishments as on 31.03.2009		03 (03)	2755 (2697)	570308 (530005)	573063 (532702)
Membership as on 31.03.2009 (in lakhs)		Exempted		Unexempted	Total
(a)	In Employees' Provident Fund	43.92 (37.61)		426.80 (411.58)	470.72 (449.19)
(b)	In Pension Fund			447.83	447.83 (405.86)
2. CONTRIBUTIONS RECEIVED (Rs. In Crores)					
		Exempted		Unexempted	Total
(a)	Employees' Provident Fund				
	(i)	During the year	5412.75 (5884.91)	23246.60 (18782.30)	28659.35 (24667.21)
	(ii)	Progressive	78429.76 (73017.01)	133247.61 (110001.01)	211677.37 (183018.02)
(b)	Employees' Pension Fund		Unexempted		
			Employer's Share	Government's Share	Total
	(i)	During the year	9320.56 (8022.46)	1167.22 (990.00)	10487.78 (9012.46)
(ii)	Progressive			98242.05 (87754.27)	
(c)	Employees' Deposit Linked Insurance Fund				Total
	(i)	During the year			368.40 (308.44)
	(ii)	Progressive			7457.69 (7089.29)
Total Contribution (a+b+c)		Exempted		Unexempted	Total
(i)	During the year	5412.75 (5884.91)		34102.78 (28103.20)	39515.53 (33988.11)
(ii)	Progressive	78429.76 (73017.01)		238947.35 (204844.57)	317377.11 (277861.58)

Figures given in brackets () indicate the corresponding position during the previous year.

3. ADMINISTRATIVE ACCOUNT		(Rs. in Crores)
INCOME:		
a	Administrative, Inspection Charges & Penal Damages (including 7Q interest)	1501.58
b	Interest on Investments	293.00
c	Receipts from other accounts	14.38
d	Miscellaneous receipts	19.69
	TOTAL	1828.65
EXPENDITURE:		
a	Revenue Expenditure	801.57
b	Capital Expenditure Appropriation	0.00
c	Building Maintenance Expenditure Appropriation	(-).8.17
d	Payments to other Accounts	8.10
	TOTAL	801.50

4. INVESTMENTS				(Rs. In Crores)
	Employees' Provident Fund	Exempted	Unexempted⁺	Total
(a)	(i) During the year	7536.51 (7524.71)	21473.69 (17666.34)	29010.20 (25191.05)
	(ii) Progressive	90128.03 (82591.52)*	142977.39 (121503.70)	233105.42 (204095.22)
	Employees' Pension Fund (Securities & Public Account)			
(b)	(i) During the year ⁺			14476.86 (12495.20)
	(ii) Progressive ⁺			108578.28 (94101.42)
	Employees' Deposit Linked Insurance Fund (Securities & Public Account)			
(c)	(i) During the year ⁺			877.11 (744.68)
	(ii) Progressive ⁺			7155.33 (6278.22)

⁺ At face value.

* Revised

Figures given in brackets () indicate the corresponding position during the previous year.

5. RATE OF INTEREST	
Declared for Members to Employees' Provident Fund for the year 2008-2009.	8.50% on monthly running balance



6. ANNUAL STATEMENT OF ACCOUNTS (Unexempted)		(Nos. in lakhs)
(a)	Issued during the year	584.93 (393.83)
(b)	Pending as on 31.03.2009	426.22 (361.19)

7. CLAIMS SETTLED (Unexempted)			
Nature of Claims	Workload (in lakhs)	Claims Settled (in lakhs)	Claims Pending (in lakhs)
EPF Claims	43.97	34.73	2.41
Partial Withdrawal / Advances	4.15	3.22	0.10
Transfer Cases	6.75	2.80	0.77
Monthly Pension Claims	6.63	4.10	0.57
Pension Claims (all other benefits)	37.62	26.59	2.64
EDLI Claims	0.46	0.20	0.02
TOTAL	99.58	71.64	6.51

8. ARREARS TO BE RECOVERED		(Rs. In lakhs)		
		Workload for the Year	Realized during the year	Closing Balance as on 31.03.09
Unexempted Sector				
a.	Employees' Provident Fund	177301.48	50751.69	126549.79
b.	EPF Admn. & Inspection Charges	14555.81	3576.08	10979.73
c.	Employees' Pension Fund	101891.45	24724.99	77166.46
d.	Employees' Deposit Linked Insurance Fund	7826.19	2262.46	5563.73
e.	EDLI Admn. & Inspection Charges	517.18	77.46	439.72
f.	TOTAL (a to e)	302092.11	81392.68	220699.43
g.	Penal Damages and Interest {Out of (f) above}	130301.12	24431.88	105869.24
Exempted Sector		89035.91	10423.02	78612.89



9. PENAL ACTION AGAINST DEFAULTING ESTABLISHMENTS (Unexempted Sector)				
(a)	Prosecution cases under Section 14 of the Act	Cases launched upto the year	Decided	Pending
I.	Employees' Provident Fund Scheme, 1952	25267	1113	24154
II.	Employees' Pension Scheme, 1995	16771	856	15915
III.	Employees' Deposit Linked Insurance Scheme, 1976	17485	856	16629

(b) Recovery Certificates under Section 8 of the EPF & MP Act, 1952		(Amount in crores)					
		Workload		Executed		Pending	
		No. Of Cases	Amount	No. of Cases	Amount	No. of Cases	Amount
I.	Employees' Provident Fund Scheme, 1952	74364	1566.94	19111	212.84	55253	1354.10
II.	Employees' Pension Scheme, 1995	71708	873.69	18400	114.07	53308	759.62
III.	Employees' Deposit Linked Insurance Scheme, 1976	70881	66.17	18533	8.89	52348	57.28

(c) FIR / Challans and Prosecution Cases under section 406/409 IPC		
FIRs/Challans under Section 406/409 IPC Cases filed during the year	FIRs/Challan pending with the Police during the year	7011 (7073)
	Cases dropped by Police during the year	103 (449)
	Challans filed by Police before the Courts during the year	20 (83)
	Cases pending at the end of the year	6888 (6511)
Prosecution Cases filed before various Courts under Section 406/409 IPC during the year	Cases pending with the Courts for disposal during the year	1280 (1257)
	Cases disposed by the Court during the year	8 (4)
	Cases pending at the end of the year	1272 (1253)

Figures given in brackets () indicate the corresponding position during the previous year.



10. MANPOWER		
Category of Employee	Sanctioned Strength	Staff in Position
Group A	932	645
Group B	2883	2198
Group C	19573	14515
Group D	2421	2150
TOTAL	25809	19508

11. FIELD OFFICES		
a	Regional Offices	39
b	Sub-Regional Offices	78
c	Service Centres	20
d	District Offices	135
E	NATRSS/ZTIs/Sub-ZTIs	6

12. DISPOSAL OF PUBLIC GRIEVANCES		
Grievances pending at the beginning of the year.		1470
Received during the year.		19912
Total		21382
Disposed off during the year.		20077
Balance at the end of the year.		1305
Percentage of disposal.		93.90%



COMPARATIVE PERFORMANCE FOR THE LAST 3 YEARS				
		2006-07	2007-08	2008-09
1(a)	ESTABLISHMENTS COVERED	471678	532702	573063
(b)	MEMBERS ENROLLED (In lakhs)	444.04	449.19	470.72
2.	CONTRIBUTION COLLECTED (During the year) (Rs. in Crores)			
	Provident Fund			
	Exempted	5048.07	5884.92	5412.75
	Unexempted	14414.01	18782.30	23246.60
	Total	19462.08	24667.21	28659.35
	Pension Fund			
	Employee's / Employer's Share	6710.66	8022.46	9320.56
	Government's Share	1340.00	990.00	1167.22
	Total	8050.66	9012.46	10487.78
	Deposit Linked Insurance Fund			
	Employer's Share	250.65	308.44	368.40
	Total	250.65	308.44	368.40
3.	ADMINISTRATIVE ACCOUNT (Rs. in Crores)			
	Income	1229.91	1587.71	1828.65
	Expenditure	980.85	544.16	801.50
	Savings	249.06	1043.55	1027.15
4.	INVESTMENTS (Rs. in Crores)			
	Provident Fund			
	Exempted	8574.33	7524.71	7536.51
	Unexempted	13399.00	17666.34	21473.69
	Total	21973.33	25191.05	29010.20
	Pension Fund (Securities + Public Account)	10017.09	12495.20	14476.86
	Deposit Linked Insurance Fund (Securities + Public Account)	614.55	744.68	877.11
5.	RATE OF INTEREST			
	Declared for Members to Employees' Provident Fund during the year	2006-07	2007-08	2008-09
		8.5%	8.5%	8.5%
6.	SERVICE TO MEMBERS			
	Annual Statement of Accounts (in lakhs)			
		2006-07	2007-08	2008-09
	Issued during the year	524.59	393.83	584.93
	Pending	312.43	361.19	426.22



7.	MEMBERS CLAIMS SETTLED							
		2006-07		2007-08		2008-09		
		No. of Claims (In lakhs)		No. of Claims (In lakhs)		No. of Claims (In lakhs)		
	Provident Fund Claims	25.76		29.30		34.73		
	Partial Withdrawal/ Advances	3.59		3.33		3.22		
	Transfer Cases	2.16		2.30		2.80		
	Monthly Pension Claims (MPC)	3.63		3.54		4.10		
	Employees' Pension Claims (all other benefits)	19.29		20.95		26.59		
	E.D.L.I Claims	0.20		0.21		0.20		
	Total		51.00		56.09		71.64	
8.	PROVIDENT FUND ARREARS (Amount Rs. in Crores)							
		2006-07		2007-08		2008-09		
		No. of Defaulting Estt.	Amount in Default	No. of Defaulting Estt.	Amount in Default	No. of Defaulting Estt.	Amount in Default	
	Exempted	478	769.80	462	728.17	422	786.13	
	Unexempted	72554	1837.67	81009	2118.41	79509	2206.99	
	Total	73032	2607.47	81471	2846.58	79931	2993.12	
9.	PENAL ACTION TAKEN AGAINST DEFAULTING ESTABLISHMENTS							
	(a) Prosecution cases under Section 14 of the Act							
		2006-07		2007-08		2008-09		
	Employees' Provident Fund Scheme, 1952	1811		1658		1610		
	Employees' Pension Scheme, 1995	944		1657		1486		
	Employees' Deposit Linked Insurance Scheme, 1976	984		1539		1419		
	(b) Recovery Certificates Executed Under Section 8 of the Act							
		2006-07		2007-08		2008-09		
	Employees' Provident Fund Scheme, 1952	22132		20635		19111		
	Employees' Pension Scheme, 1995	18744		17911		18400		
	Employees' Deposit Linked Insurance Scheme, 1976	18445		17196		18533		
	10.	MANPOWER						
			2006-07		2007-08		2008-09	
Group A		602 (685)		618 (735)		645 (932)		
Group B		1988 (2241)		1971 (2260)		2198 (2883)		
Group C		14747 (17998)		14418 (18014)		14515 (19573)		
Group D		2173 (2420)		2130 (2421)		2150 (2421)		
Total		19510 (23344)		19137 (23430)		19508 (25809)		

(Figures in bracket shows the sanctioned strength)



11.	DISPOSAL OF PUBLIC GRIEVANCES			
		2006-07	2007-08	2008-09
	Grievances pending at the beginning of the year.	2,964	2,712	1470
	Received during the year.	44,685	27234	19912
	Total	47,649	29,946	21382
	Disposed off during the year.	44,937	28476	20077
	Balance at the end of the year.	2,712	1470	1305
	Percentage of Disposal.	94.31%	95.00%	93.90%

CHAPTER 2

ORGANISATION



INTRODUCTION

2.1 The Constitution of India in Part IV under the Chapter, "Directive Principles of State Policy", inter-alia, enjoins upon the State to strive to promote the welfare of the people by securing and protecting as effectively as it may, a social order in which equity and justice - social, economic and political, - prevails in all the institutions of the national life.

2.2 The Government of India has, through various enactments, endeavoured to give effect to the ideas and objectives enshrined in the Constitution. In the field of social security, the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the three Schemes framed thereunder support these directive principles of state policy. The following schemes are amongst the major social security programmes formulated for the organised working class of India under the aegis of EPFO:

- Employees' Provident Funds Scheme, 1952,
- Employees' Deposit Linked Insurance Scheme, 1976 and
- Employees' Pension Scheme, 1995

OVERVIEW OF THREE SCHEMES

2.3 The provisions of the Act and the Schemes apply to 186 industries and classes of establishments. The establishments, which satisfy the requirements of the Act viz. having 20 employees or more, or those opting voluntarily, are covered under the Act. The table below presents an overview of the three schemes:

2.1

EPFO - In the forefront of change in delivery of publicly managed services.

	Employees' Provident Fund Scheme, 1952	Employees' Pension Scheme, 1995	Employees' Deposit Linked Insurance Scheme, 1976
Benefits:	<ul style="list-style-type: none"> ✓ <i>Accumulation plus interest upon retirement, resignation, death</i> ✓ <i>Partial withdrawals allowed for specific expenses such as house construction, higher education, marriage, illness</i> 	<ul style="list-style-type: none"> ✓ <i>Monthly benefits for superannuation/retirement, disability, survivor, widow(er), children</i> ✓ <i>Amount of pension based on average salary during the preceding 12 months from the date of exit and total years of employment</i> ✓ <i>Minimum pension on disablement</i> ✓ <i>Past service benefit to participants of erstwhile Family Pension Scheme, 1971.</i> 	<ul style="list-style-type: none"> ✓ <i>Provides lump-sum benefit upon death while in service, equal to average balance in the EPF account during the preceding 12 months of death, if average P.F. balance is less than Rs. 35,000.</i> ✓ <i>In case average balance exceeds Rs. 35,000; amount paid will be Rs. 35,000 plus 25% of average balance in excess of Rs. 35,000 limited to a maximum benefit of Rs. 60,000.</i>
Contributions: (% on wages)			
Employer	<i>3.67% (for 181 industries) 1.67% (for 5 industries)</i>	<i>8.33%</i>	<i>0.5%</i>
Employee	<i>12% (for 181 industries) 10% (for 5 industries)</i>	<i>Nil</i>	<i>Nil</i>
Government	<i>Nil</i>	<i>1.16%</i>	<i>Nil</i>
Administrative Charges to be paid by the Employer of Unexempted Establishments (% of wages)	<i>1.10%</i>	<i>Till 05.01.2007 @ of 16% paid out of the EPS Fund and rest from EPF Administration Fund. W.e.f 06.01.2007 to be met fully from EPF Administration Fund.</i>	<i>0.01%</i>
Inspection Charges to be			

2.2

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<p>paid by the Employer of Exempted Establishments (% on wages)</p>	<p><i>0.18%</i></p>	<p><i>Not Applicable</i></p>	<p><i>0.005%</i></p>
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2.4 The three Schemes taken together provide to the employees an umbrella for the rainy days in the shape of old age benefits and long-term protection and security to the employee and to his family members. To the employers, the schemes provide a steady labour force, which is essential for the productivity and prosperity of the establishment.

CENTRAL BOARD OF TRUSTEES

2.5 The Central Board of Trustees, EPF is a statutory body constituted by the Central Government under the provisions of section 5A of the Employees' Provident Funds and Miscellaneous Provisions Act (Act 19 of 1952). It is a tripartite body administering the three Schemes framed under the Act. At present Hon'ble Minister of Labour & Employment, Government of India is the Chairman of the Board. The tenure of the Board is of five years. The constitution of the Board as per section 5A of the Act is as under:

- Chairman
- Vice Chairman
- Central Government representatives - 5
- State Governments representatives - 15
- Employers' representatives - 10
- Employees' representatives - 10
- Central Provident Fund Commissioner - Member Secretary

2.6 The Main functions of the Central Board of Trustees are:

2.3



- Administration of the funds created and vested with the Board and performing other works incidental thereto.
- Delegation of Administrative & Financial powers as it may deem necessary for efficient administration of the Schemes.
- Appointment of officers and staff.
- Maintenance of accounts of Income & Expenditure in prescribed form and manner.
- Submission of Audited Accounts (with comments of CAG) and Annual Report on performance of the Organisation to the Government.

2.7 During the year 2008-09, term of the Central Board of Trustees (EPF) constituted vide Gazette Notification No.V-20012/1/2001-SS-II dated 17.03.2003 expired on 16.03.2008. Accordingly, it was reconstituted vide Gazette Notification No.V-20012/1/2008-SS-II dated 09.05.2008 for a term of five years. A list of members of the Board as on 31.3.2009 is given in [Appendix A-1](#). During the year 2008-09, five regular meetings and two special meetings of the Board were held.

EXECUTIVE COMMITTEE

2.8 The Executive Committee is a statutory Committee, which is constituted from amongst the members of the Central Board of Trustees by the Central Government under Section 5AA of the Act. Its purpose is to assist the Central Board of Trustees, EPF in the discharge of its functions relating to administrative matters. The term of the Committee is two year six months. At present Secretary, Ministry of Labour & Employment is the Chairperson of Executive Committee, CBT (EPF). As per Section 5AA, the constitution of the Committee is as under:-

- Chairman
- Central Government representatives - 2

2.4



- State Governments representatives - 3
- Employees' representatives - 3
- Employers' representatives - 3
- Central Provident Fund Commissioner - Member Secretary

2.9 The Main functions of the Executive Committee are:

- Opening of Sub-Regional Offices/Sub-Accounts Offices.
- Approval of the purchase of land and estimates for constructing Office buildings and Staff quarters.
- Creation of Group 'A' posts.
- Creation of new regions/up-gradation of existing regions.
- Hiring of office buildings on monthly rent exceeding Rs. 50,000/-.
- Consideration of the investment policy and making appropriate recommendations to the Board on liberalization of investment pattern.
- Specifying work norms for Staff and Officers of the Organisation.
- Framing/amending of the rules relating to method of recruitment, pay and allowances and other conditions of service of the Officers and Staff of the Employees' Provident Fund Organisation.

2.10 Consequent to the reconstitution of the Central Board of Trustees (EPF) during the year 2008-09, the Executive Committee was also reconstituted vide Gazette notification No.V-20012/1/2006 SS-II dated 16.09.2008 for a term of two and a half years. During the year 2008-09, four meetings of the Executive Committee, CBT (EPF) were held.

SUB COMMITTEES OF THE CENTRAL BOARD OF TRUSTEES

Finance & Investment Committee

2.11 Finance & Investments Committee is a Sub-Committee of the Central Board of Trustees consisting of the representatives of employers, employees and the Government.

2.12 The main functions of the Committee are to:

- Oversee the investment being done at present by State Bank of India HSBC AMC, ICICI Pru AMC and Reliance Capital AMC as Portfolio Manager.
- Watch timely investment of trust money with a view to realizing the optimum returns.
- Issue such directions, as may be considered necessary, to the portfolio managers in regard to investment/re-investment of redemption proceeds, interest etc. within the investment pattern stipulated by Government from time to time.
- Recommend rate of interest to be credited to the accounts of PF members, to the Central Board of Trustees (EPF).

2.13 The Committee includes three representatives each of Employers and Employees, besides the Central Provident Fund Commissioner and two representatives of the Central Government. The Financial Advisor to the Ministry of Labour and Employment is the Chairman of the Committee. The Financial Advisor & Chief Accounts Officer of the Employees' Provident Fund Organization is the Convener.

2.14 During the year 2008-09, three meetings of the Committee were held in which 20 agenda items were placed out of which 19 were cleared.

Committee on Exempted Establishments

2.6

2.15 Committee on Exempted Establishments is a Sub-Committee of the Central Board of Trustees consisting of the representatives of employers, employees and the Government.

2.16 The functions of this Sub-Committee of the Central Board of Trustees are to:

- Oversee the working of the exempted establishments.
- Make suggestions to improve working of the exempted establishments for consideration of the Board.
- Consider and suggest additional guidelines for grant of exemption/relaxation.

2.17 At present, Shri Sanker Saha, Employees' Representative in the Board is the Chairman of the Committee. Two employers' representatives, one more employees' representative and Additional Secretary (Labour & Employment) are other members of the Committee. Additional Central Provident Fund Commissioner (Compliance) in EPFO Headquarters is the Convener.

2.18 During the year 2008-09, no meeting of the Committee was held.

Pension Implementation Committee

2.19 Pension Implementation Committee is a Sub-Committee of the Central Board of Trustees consisting of the representatives of employees, employers and the Government.

2.20 The main functions of the Committee are:

- To review the functioning of the Employees' Pension Scheme, 1995 including computerization in the Organization and disbursement of pension; and
- To consider the suggestions/proposals for amendment/improvement in the Scheme.

2.21 The Committee includes three representatives each of employers and employees, besides the Central Provident Fund Commissioner and two representatives of Central Government. Special Secretary to Government of India, Labour & Employment is the

Chairman of the Committee. Additional Central Provident Fund Commissioner (Pension) in EPFO, Headquarters is the Convener.

2.22 During the year 2008-09, three meetings of the committee were held.

Technical Committee of EPFO

2.23 The Technical Committee functions under the general superintendence and control of the Central Board of Trustees, EPF. The Technical Committee advises, provides guidance, suggests technology options and gives recommendations and suggestions on technical issues of relevance to the Organization for consideration and appropriate decisions by the Central Board of Trustees, the Executive Committee, the Sub-Committee for Project Implementation and Monitoring and other Sub-Committees of the Board.

2.24 The functions of the Sub-Committee are:

- (i) To suggest, evaluate and recommend for adoption appropriate information technology, communications technology, business process automation technology, office automation technology and other technology related options and models in line with the business needs and objectives of the Organization.
- (ii) To technically evaluate recommendations made by the consultants of the "Re-inventing Employees' Provident Fund, India" Project and others in terms of the sizing of the requirements proposed, adequacy of the specifications of hardware, software and net work solution.
- (iii) To technically evaluate and make recommendations of the hardware, software and network performance measurement tools /analysis and benchmarks.
- (iv) Technical approval of Tender Documents related to acquisition/implementation of technology solutions.

2.8

- (v) To advise and give recommendations on other technical issues of relevance to the Organization.
- (vi) To advise and provide guidance to the Board, the Executive Committee, the Sub-Committee on Project Implementation and Monitoring and other sub-committees of the Board on any specific technical reference, issue or matter referred to the Technical Committee.
- (vii) To carry out techno-commercial evaluations of technology options.

2.25 During the year 2008-09, no meeting of the Committee was held.

SUB-COMMITTEES OF EXECUTIVE COMMITTEE

Building & Construction Committee

2.26 This Sub-Committee of the Executive Committee has been set up to:

- Examine the proposals for acquiring/purchase of land and building/construction referred to the Executive Committee.
- Examine the proposals for acquiring land/building/construction including their technical feasibility, financial viability and drawings etc., which require consideration of the Executive Committee, other than those proposals involving acquiring of land/building/construction from or through the Central or State Public Sector Undertakings.

2.27 The Committee consists of one member each representing employers and employees. Chief Engineer, EPF Organisation is the Convener of the Committee.

2.28 During the year 2008-09, three meetings of the Sub-Committee were held in which seventeen proposals for construction of office buildings, staff quarters and other similar works were considered.



OTHER COMMITTEES

Apex Committees for Monitoring Computerization Project of EPFO

2.29 An Apex Committee was constituted vide Ministry letter No.V-23011/1/2007-SS-II (Vol.II) dated 19th June,2008 to monitor, review and take policy level decisions in respect of the Computerization Project being implemented in collaboration with NIC in accordance with the Memorandum of Understanding (MOU) signed between NIC and EPFO.

2.30 The members of the committee are as under:-

i)	Secretary (Labour & Employment)	-	Chairperson
ii)	Director General, NIC	-	Co-Chairman
iii)	Dr.V.K.Gupta, Head IT Division, CSIR	-	Member
iv)	Joint Secretary (SS), Labour & Employment	-	Member
v)	Central Provident Fund Commissioner	-	Member
vi)	Dr. B.N.Shetty, Sr. Technical Director, NIC	-	Member
vii)	Financial Advisor (Labour & Employment)	-	Member
viii)	Financial Advisor & Chief Accounts Officer, EPFO	-	Member
ix)	Additional Central P.F. Commissioner (IS), EPFO	-	Member-Convenor

2.31 Terms of Reference of the Apex Committee are as follows:

- Periodical review and monitoring for expeditious implementation of the Project.
- To formulate and approve policy decisions concerning implementation of the project.
- To provide directions and guidance to the Technical Committee on implementation of the Project.



2.32 During the year 2008-09, four meetings of the Committee were held. The agenda items placed in meeting of the Apex Committee were not strictly in the nature of proposals that had to be rejected or accepted by the Committee. Most of the items in the Agenda mentioned issues that were discussed by the Committee for giving further directions or suggestions. All the proposals placed for approval were cleared by the Committee.

Regional Committees

2.33 The Regional Committees (Employees' Provident Fund) for the States are constituted under the provisions of Para 4 of Employees' Provident Fund Scheme 1952. The Chairman CBT (EPF) is the competent authority to constitute/reconstitute the Regional Committee (EPF) for the states under Para 4 of the Employees' Provident Fund Scheme, 1952. The term of each Regional Committee is three years from the date of notification in the Official Gazette. The Regional Committees for each State have been in existence to advise the Central Board of Trustees on matters connected with the administration of the Scheme in the State and in particular on: -

- Progress of recovery of Provident Fund contributions and other charges.
- Expeditious disposal of prosecution cases.
- Speedy settlement of claims.
- Issue of Annual Accounts slips to members of the Fund.
- Speedy sanction of advances.

2.34 There are 22 Regional Committees (EPF) constituted in accordance with para 4 of the EPF Scheme for 22 states / union territories in the country. As on 01.04.2008, out of 22 Regional Committees 7 Regional Committees pertaining to the States of Andhra Pradesh, Bihar, Goa, Himachal Pradesh, Puducherry (UT), Tamilnadu and Tripura, were in existence. The Regional committees for the remaining 15 States pertaining to the States of Assam, Delhi, Gujarat, Haryana, Karnataka, Kerala, Maharashtra, Chhattisgarh, Madhya Pradesh, Orissa, Punjab, Rajasthan, Uttar Pradesh, Uttrakhand and West Bengal were due for reconstitution.



2.35 The matter of reconstitution of the Regional Committee for 15 states which were due for reconstitution was taken up with the respective State Governments. The Regional Committees of 7 States namely Chhattisgarh, Madhya Pradesh, Orissa, Punjab, Rajasthan, Uttarakhand and West Bengal were reconstituted by the Hon'ble Chairman, CBT (EPF) during the year 2008-09 and duly notified in the Official Gazette of India.

2.36 The matter of reconstitution of other Regional Committees for 8 states which were due for reconstitution as on 01.04.2008 and for one which expired during 2008-09 namely for the State of Goa was taken up with the Labour and Employment Department of respective State Governments. However, Regional Committee (EPF) for the states of Delhi, Gujarat, Kerala and Maharashtra were long pending for reconstitution and even after constant persuasion with the concerned State Governments fresh nominations were awaited during the year. In addition to the above, the matter of constitution of the separate Regional Committee for State of Jharkhand was also initiated. However, complete nominations were awaited during the year.

2.37 The provisions of the Scheme mandate that the Regional Committee EPF of a state should meet at least two times in a financial year. At present twenty-two Regional Committees are in existence including the ones due for reconstitution. The State/Union Territory wise position of meetings held during the year 2008-09 is as under:

S.No.	Name of the Region	Total No. of Meetings held
1.	Andhra Pradesh	02
2.	*Assam	Nil
3.	*Bihar	01
4.	*Chhattisgarh	01
5.	* Delhi	Nil
6	*Goa	Nil

2.12

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7.	*Gujarat	Nil
8.	Haryana	02
9.	*Himachal Pradesh	01
10.	*Karnataka	Nil
11.	*Kerala	Nil
12.	*Madhya Pradesh	Nil
13.	*Maharashtra	Nil
14.	Orissa	02
15.	Puducherry	02
16.	Punjab	02
17..	Rajasthan	02
18.	Tamilnadu	02
19.	*Tripura	01
20.	*Uttarakhand	01
21.	*Uttar Pradesh	01
22.	West Bengal	02

*The required no. of meeting could not be held due to other administrative exigencies.

2.38 The Regional Committees have been monitoring the various aspects of progress in the area of implementation of the provisions of the Act and Schemes in the states.

REGIONAL OFFICES AND SUB REGIONAL OFFICES

2.39 The Organisation implements the provisions of the EPF & MP Act, 1952 and the schemes framed thereunder through its field formations, namely Regional Offices headed by a Regional Provident Fund Commissioner Gr. I level officer and Sub-Regional Offices functioning under the Regional Offices in a geographical state. As on 31.03.09 there were 39 functional Regional Offices and 78 functional Sub-Regional Offices. A list of Regional Offices and Sub-Regional Offices is given in [Appendix A-2](#).



ZONAL OFFICES

2.40 To improve the monitoring of performance of Regional Offices and Sub-Regional Offices, zonal offices have been set up. The EPFO Headquarter Office has delegated some functions to the Zonal Offices and certain administrative delegations have also been made to make them more effective in exercising control over the ROs/SROs and improving their performance. Four Zonal Offices were in existence with Headquarters at Delhi, Kolkata, Mumbai and Hyderabad till January 2009. The Central Board on the recommendations of the Sub-Committee on XLRI report approved creation of 6 more zones and restructuring the zones into 10 zones having jurisdiction over two or more political states. Each office is headed by an officer of the level of Additional Central Provident Fund Commissioner.

DISTRICT OFFICES AND SERVICE CENTRES

2.41 At the field level the Organisation has also set up District Offices to exercise supervision on the statutory compliance by the establishments which are already covered and those which are coverable. To provide access to the members in areas far from the nearest RO/SROs where concentration of subscribers is more, and to provide education and guidance to members, the Organisation has opened "Service Centres". As on 31.03.2009, there were 135 District Office and 20 Service Centres functioning in different parts of the country.

2.42 In particular the service centers render the following facilities:

- Provide blank forms to subscribers/employers.
- Accept the duly filled in forms in person and by post.
- Scrutinize and forward the forms to the concerned Regional Office/sub-Regional Office for necessary action on a day-to-day basis.
- Apprise the status of the claim to the members.
- Hear and redress the grievance of the members.

2.43 The location of District offices and Service centers in various geographical states are indicated in **Appendix A-2**. An Organization chart depicting the administrative control of Headquarters, zonal offices, NATRSS, ROs and SROs is at **Annexure-A**.



Annexure A

HEAD OFFICE

Zonal Offices (PN & HP) : Chandigarh		Zonal Offices (DL & UK) : New Delhi		Zonal Offices (UP & BR) : Kanpur		Zonal Offices (HR & RJ) : Faridabad	
RO	Chandigarh (PN)	RO	Delhi (North)	RO	Kanpur (UP)	RO	Faridabad (HR)
SRO	Bhatinda			SRO	Bareilly	SRO	Karnal
RO	Ludhiana (PN)	RO	Delhi (South)	SRO	Gorakhpur	RO	Gurgaon
SRO	Amritsar	SRO	Laxmi Nagar	SRO	Lucknow	SRO	Rohtak
SRO	Jalandhar	RO	Dehradun(UK)	SRO	Varanasi	RO	Jaipur (RJ)
RO	Shimla (HP)	SRO	Haldwani	RO	Meerut	SRO	Jodhpur
				SRO	Noida	SRO	Kota
				SRO	Agra	SRO	Udaipur
				RO	Patna (BR)		
				SRO	Bhagalpur		
				SRO	Muzaffarpur		
Zonal Offices (MH & CG) : Mumbai		Zonal Offices (GJ & MP) : Ahmedabad		Zonal Offices (WB, NER & JH) : Kolkatta		Zonal Offices (TN & KR) : Chennai	
RO	Mumbai-I Bandra (MH)	RO	Ahmedabad (GJ)	RO	Kolkata (WB)	RO	Chennai (TN)
SRO	Vashi	SRO	Naroda	SRO	Barrackpore	SRO	Ambattur
RO	Mumbai-II Thane (MH)	SRO	Rajkot	SRO	Durgapur	RO	Tambaram (TN)
SRO		SRO	Vatwa	SRO	Howrah	SRO	Vellore
RO	Mumbai-iii (MH)	RO	Baroda (GJ)	SRO	Park Street	SRO	Puducherry
SRO	Nasik	SRO	Surat (GJ)	SRO	Port Blair	RO	Madurai (TN)
RO	Pune (MH)	SRO	Vapi	RO	Jalpaiguri (WB)	SRO	Tirunelveli
SRO	Kohlapur	RO	Indore (MP)	SRO	Siliguri	SRO	Nagercoil
SRO	Solapur	SRO	Bhopal	SRO	Darjeeling	RO	Coimbatore (TN)
RO	Nagpur (MH)	SRO	Gwalior	SRO	Jangipur	SRO	Salem
SRO	Akola	SRO	Jabalpur	RO	Ranchi (JHA)	SRO	Trichy
SRO	Aurangabad	SRO	Ujjain	SRO	Jamshedpur	RO	Thiruvananthapuram (KR)
RO	Raipur (Chh)	SRO	Sagar	RO	Guwahati (NER)	SRO	Kannur
				SRO	Agartala	SRO	Kochi
				SRO	Shillong	SRO	Kottayam
				SRO	Tinsukia	SRO	Kozhikode
						SRO	Kollam
Zonal Offices (AP & OR) : Hyderabad		Zonal Offices (KN & Goa) : Bangalore		NATRSS New Delhi			
RO	Hyderabad (AP)	RO	Bangalore (KN)	ZTI	NORTH ZONE (Faridabad)		
SRO	Kukatpally	RO	Peenya (KN)	ZTI	SOUTH ZONE(Chennai)		
SRO	Pattancheru	SRO	Bommasandra	ZTI	WEST ZONE(Ujjain)		
SRO	Siddipet	SRO	K.R.Puram	ZTI	EAST ZONE(Kolkatta)		
RO	Nizamabad (AP)	RO	Mangalore (KN)	Sub ZTI	EAST ZONE(Shillong)		
SRO	Karimnagar	SRO	Bellary				
SRO	Warangal	SRO	Chikamagalur				
RO	Guntur (AP)	SRO	Gulbarga				
SRO	Cuddapa	SRO	Hubli				
SRO	Rajamundry	SRO	Mysore				
SRO	Visakhapatnam	SRO	Raichur				
RO	Bhubaneswar (OR)	SRO	Shivamogga				
SRO	Berhampur	SRO	Udupi				
SRO	Rourkela	RO	Panaji (Goa)				
SRO	Keonjhar						

CHAPTER 3

INFORMATION SERVICES & PROJECT DIVISION

PROJECT & COMPUTERIZATION

The efforts of the organization over the past several years to bring about changes to provide timely, efficient, effective and accessible services to the subscribers and employers of EPFO through the 'modernization project' received a meaningful direction towards the beginning of the year under report with the Central Board of Trustees, EPF approving the revised project implementation plan prepared in collaboration with the National Informatics Centre in its 182nd meeting held on 17th April 2008.

3.2 The approval of the revised implementation plan by the board set in motion the sequence of activities required to realize the objectives of the revised plan and by the end of the year the application software for the project had been developed by the joint team of EPFO and NIC and the stage was set for implementation of the project at Sub-Regional Office, Karnal which was selected for the trial implementation of the project.

3.3 Several other significant developments had taken place during the year, particularly extensive administrative and financial powers under computerization was delegated to field units of EPFO along with a set of norms for IT equipments which taken together were directed towards resolving long standing issues and problems in this area. The information services wing was also comprehensively re-structured to address the emerging IT environment in the organization.

Revised Project Implementation plan

3.4 The revised plan that was approved by the board proposed a practical strategy for phased implementation of the project and encapsulated the following:

- De-centralized operations during the first phase
- Autonomy for field offices in functional operations
- Data condition improvements in a phased and practical manner
- Modular solution implementation in all offices simultaneously
- Internet based secure services for subscriber and establishments
- Ensured continuity of existing services
- Servicing (with security and authentication) public enquiries on account and profile details
- Consolidation of all financial transactions at Central Server in the second phase
- Standardization of unique numbers for members and establishments
- Certification of application software by 3rd party

Project phases under revised strategy

3.5 Under the revised strategy the project implementation is conceptualized under two important phases. The focus of the first phase is to provide client facing services and branch level accounting through functional autonomy for the field offices by an application that provides enhanced services and a strong local database that provides features to update and improve existing and migrated data in a phased manner. The second phase concentrates on consolidating services and database at the central level for a truly 'anytime-anywhere' service level and to implement a full featured double entry accounting system.

Decisions of CBT, EPF in 182nd Meeting (17th April 2008)

3.6 The revised implementation plan for the project was approved by the Central Board of Trustees, EPF in its 182nd Meeting held on 17-Apr-08. The approval accorded by the board included, inter-alia, financial and administrative approvals of an indicative costs for the project and authorization of the use of National Informatics Centre Services Incorporated (NICS) rate contracts for the project.

Progress & Developments

3.7 With the approval of the revised project implementation plan a joint team of EPFO and NIC officials began work on finalizing the basic framework for the project implementation and the application development process. Several important administrative frameworks for the revised plan were put in place. The major developments in the project during the year under report were:

- (i) **Formation of Apex Committee:** The Project Implementation plan envisaged the formation of an Apex Committee to oversee and monitor the project implementation process. The Apex Committee was constituted under the joint chairmanship of Secretary (L&E) and Director General, NIC. The apex committee took policy level decision on the implementation of the project and also reviewed and supervised the progress in the project.
- (ii) **Formation of Technical Committee:** The Technical Committee for the project implementation was required to take operational, technical and administrative decisions for project implementation and to guide and steer the application development process. The Technical Committee for the project implementation was constituted under the chairmanship of the Central Provident Fund Commissioner and has members from both NIC and EPFO.
- (iii) **Memorandum of Understanding (MoU):** A Memorandum of Understanding (MoU) between EPFO and NIC was signed.

- (iv) **Deployment of Project Team:** A joint project team was put in place consisting personnel from NIC and EPFO. The joint team has planned the design and development of the application software for the project.
- (v) **Hiring of Technical Persons:** The application development for the project was carried out by engaging application developers and project leaders through NICSI.
- (vi) **Site visit and understanding of Legacy Operations:** NIC team visited one of the offices in Delhi region to gain an understanding of the legacy operations. The NIC team was briefed by the counterpart EPFO team extensively on the operations and the expected project outcomes. This understanding formed the basis of the SRS study and report.
- (vii) **System Requirement Specification report:** The NIC and EPFO team after understanding the legacy operations and the required project deliverables completed the first level SRS report containing the various modules of the first phase of the project implementation.
- (viii) **Validation of the SRS Report:** The first level SRS document prepared by the joint EPFO and NIC team was extensively discussed and validated by the EPFO core project team comprising business and technical persons.
- (ix) **Database design:** The Database design was discussed and deliberated by the joint team and finalized with a view that the design would form the basis for the application development process.
- (x) **Screen design:** The joint team along with the EPFO core team completed the application screen designs which were used by the application development teams for developing the application.

- (xi) **Logic for reconciliation:** The accounting and reconciliation logic was worked out with a view to ensure that it would be possible to integrate the double entry accounting system proposed in the second phase of the project.

Project application software modules

3.8 The application software to be completed in the first Phase consists of six different modules as under:

- **The Establishment Module** provides for creation and updation of the database of an establishment. Specimen signatures of the authorized officials of the establishment can be scanned and stored in the application. Similarly the ownership details of the establishment can be entered and updated. Data Entry of bank challans and Bank statements can either be entered manually or electronic data can be uploaded on our system. The application provides for reconciliation of challan data with the bank statement data and also payment of service charges to the bank. Similarly this module provides for data entry as well as uploading of returns such as Form 12A, 3A, 6A and generation of Demand Collection and Balance Register (DCBR) and compilation of Annual Statement of Accounts of the members.
- **The Member Module** provides for entry of Form 9, Form 5 and Form 10 in the application software. Family details as well as nomination particulars (Form 2) received from the Provident Fund Members under each of the Scheme can be entered and updated in the application software.
- **The Claims Module** provides for receipt, processing and settlement of various type of claims such as Form 19, Form 20, Form 31, Form 13, Form 10C, Form 10D and Form 51F.
- **The Pension Module** provides for generation and printing of PPOs and Scheme Certificates. The module will assist the field officials in keeping track of surrender of

Scheme Certificates and also to handle the cases involving Transfer-in and out with or without PPO.

- **The Payment Module** provides for generation and approval of scrolls, preparation of cash books etc. This module will assist the field official in releasing payments through Cheques, Money Orders, Core Banking System of SBI and National Electronic Fund Transfer (NEFT) etc.
- **The System Administration Module** provides for creation of users, assigning roles to them along with the period of validity etc. This module also provides for defining number of levels for completion of each function depending upon its requirement.

Data Migration from Legacy to New System

3.9 Data Migration Software will facilitate migration of legacy data into the new system. It has been decided to migrate the legacy data into the new system on 'As-is-where-is basis' and to address the issues relating to the inconsistency, inaccuracy and imperfection in the legacy data through the new application software. The field officials will however be required to verify and certify the accuracy of legacy data being migrated into the new system. To assist the field officials, a utility tool namely Data Migration Capturing and Clearing Software (DMCC) has been developed for clearing of legacy data to the extent possible.

3.10 The application software has been developed. As per plan the Parallel run process at Sub Regional Office, Karnal will start on 06.04.09 after the migration of legacy data to the new system. Phase 1 of Data Migration will be completed by 05.04.09. Special Training has been imparted to Officials and Staff to facilitate switching to new working environment. Live session on claim settlement will be conducted for all officers and staff of Sub Regional Office, Karnal on 06.04.09. The session will detail all the actual process that one would go through while settling a claim in the new system.

Training to field offices

3.11 It has been decided to provide extensive training on the application software to 2-3 officials of each of the field office who would be designated as Master Trainers. Such Master Trainer will further provide training to all the users working in the field offices. The User Manual and Process Flow documents will also be provided shortly to the field official in soft as well as hard copy. Apart from these, training has also been planned for users as well as technical personnel.

Road Ahead

3.12 By the end of the year under report the application software for the project had been developed and the IT equipment had been positioned at Sub-Regional Office Karnal for beginning the trial implementation of the project. After successful completion of parallel run at SRO, Karnal, the project has been scheduled to be implemented in another 26 selected offices of the organization during the next year.

Obsolescence Policy for IT Equipments & peripherals

3.13 EPFO had introduced computerization more than two decades ago and gradually it has been extended to all the offices of the organization. There was a pressing need to address the problem of functional and technical obsolescence of the computer hardware and peripherals.

3.14 There were numerous requests for replacing old systems from the field offices and since there is a large degree of dependence on computer applications for the smooth functioning and operation of the offices, malfunctioning and old computer systems became a major cause of concern. The obsolescence that was being faced in the organization in respect of IT equipments was broadly of two types:

(a) **Functional Obsolescence:** Systems and peripherals that have been installed face

functional obsolescence from non-availability of compatible parts and spares that render any maintenance and repairs untenable.

- (b) **Technical Obsolescence:** Technology in IT moves at a fast pace both in hardware and software. Newer versions of software demand more hardware resources and work with the latest hardware technology. Over a period of time the hardware becomes incompatible with the software or vice-versa making the old system technically obsolete to function with the newer systems.

3.15 In view of the above an obsolescence policy was considered and approved by the Central Board of Trustees, EPF in its 183rd meeting held on 18-Jun-09 on the recommendations of the Technical Committee. The obsolescence policy approved is as under:

A. Equipment whose individual cost is in excess of Rs 10 lakhs: These being expensive equipment should be generally placed under support with the Original Equipment Manufacturers (OEM). The Obsolescence of such equipment will be decided in consultation with the OEM and the determination should take into account the end of life and end of support notifications of the OEM, the equipments' integration compatibility with other equipment that is present or newly acquired for specific needs of EPFO and other technical considerations that may be relevant for such determination. However, this period should not normally be less than 8 years.

B. For items / equipments whose individual cost was less than Rs. 10 lakhs: The productive life-time should be uniformly 5 years including the warranty period. Beyond this period its maintenance & upkeep was not cost effective.

- (a) After the end of the 5 years lifetime these equipment can continue to be used to the extent possible. A judicious decision needs to be taken on its continuing maintenance & upkeep after this period.



- (b) Beyond the prescribed lifetime i.e. productive / economic lifetime of 5 years, obsolescence may be determined based on the following criteria-
- (i) Physical condition
 - (ii) Availability and cost of repairs and spare parts
 - (iii) Compatibility of hardware and software with new available hardware and software

The obsolete items can be disposed off as per provisions of the General Financial Rules.

Delegation of powers under 'Computerization'

3.16 Under the obtaining delegation of powers the Central Provident Fund Commissioner had full powers to the extent of Rupees fifty lakhs on various matters related to computerization with further delegation at the level of Additional Central Commissioners and Regional Commissioners, In-charge of Regions to the extent of Rupees ten lakhs and Rupees two lakhs respectively. While the existing delegation has contributed significantly towards computerization in the Organization, a need was felt for further delegation of powers as norms for IT equipment had been drawn up and it was necessary to attune the delegation of powers to the equipment norms that had been developed and adopted. The rationale behind the delegation was to empower field offices to fulfill the IT equipment requirements according to the norms and thereby ensure smooth and uninterrupted working of the EDP centers and other IT infrastructure in the offices of the organization.

3.17 Accordingly, powers under computerization were delegated to the extent of Rupees thirty lakhs at the level of Additional Central Commissioners and Regional Provident Fund Commissioners, In-charge of Regions and in respect of other down line functionaries, powers were added or existing powers were enhanced. The delegation of the powers has had the desired effect and field offices have become self dependent and comfortable in their present IT requirement needs.

Norms for IT Equipments

3.18 The headquarters has been receiving requests for providing IT equipments for various day to day activities in the offices of the organization. It was felt that norms for providing basic IT requirements for the day to day operations of the field offices would be required along with suitable delegation of powers to ensure that difficulties are not faced by the offices. There was in existence norms for the legacy operations in respect of servers, LMP and dumb terminals / thin clients. The norms for desktops were decided as under:

(i) Accounts Groups:

Approximately 1 desktop for every 2 accounts group (subject to minimum 2 for each office)

(ii) Compliance and Exemption

One desktop for offices handling less than 5000 establishments and two desktops for more than 5000 establishments

(iii) Damages cell

One desktop for each office

(iv) Recovery Cell

One desktop for each Regional Office only

(v) Cash section

One desktop for each office

(vi) Administration

One desktop for each office

(vii) Legal cell

One desktop for each regional office only

(viii) Public Grievances

One desktop for offices handling less than 2.5 lakh members and 2 desktops for offices handling more than 2.5 lakh member accounts

(ix) Pension

One desktop for each office

(x) MIS / Co-ordination Cell

One desktop for each SRO and two desktops for each Regional Office

3.19 These norms have gone a long way towards satisfying the requirements of IT equipments for the normal functioning of the offices.

Re-structuring of Information Services

3.20 The organization was preparing to implement the project where the operations of the offices would progressively shift from paper based manual systems to automated computer systems. The criticality and availability of IT systems are significantly high in such situations. The operation and maintenance of a sound IT environment requires sufficiently trained and motivated personnel to handle the systems and their performance and maintenance.

3.21 In order to address such emerging issues a proposal for re-organizing and re-structuring the Information Services Wing was approved by the Executive Committee, CBT in its 65th meeting held on 22-Feb-09. The revised structure of the Information Services wing is as under:

Structure for Sub-Regional and Regional Offices

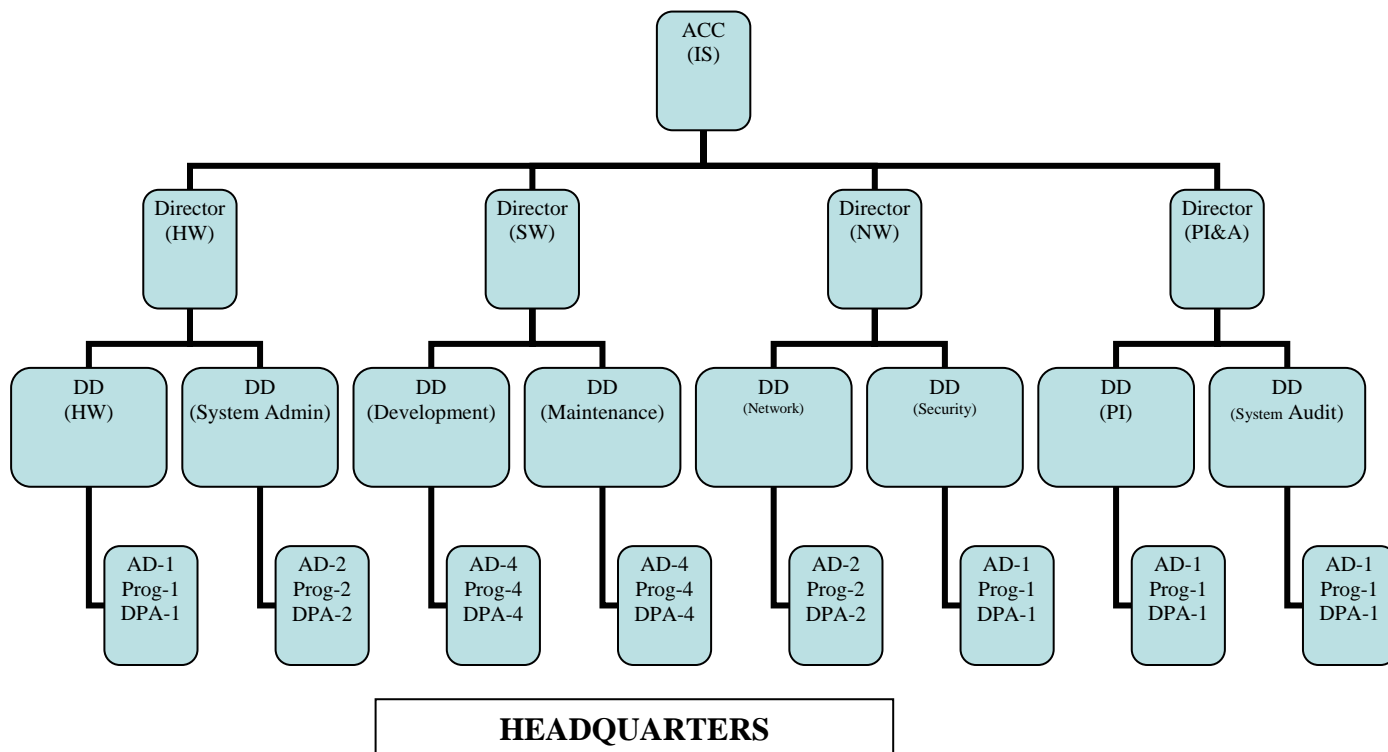
3.22 The EDP centers of the Regional and Sub-Regional Offices of the organization have critical importance to the functioning of the offices which is only going to assume more criticality with the implementation of the Project. The manpower requirement for each centre proposed is as under-

- (A) **Data Processing Assistant (2 for each RO & SRO)** – The Data Processing Assistant will be responsible for day-to-day system, database and application administration tasks.

- (B) **Programmer (1 for each RO & SRO)** – The Programmer will be an official with at least 3-4 years experience in the Data Processing Assistant grade and will have supervisory control over the Data Processing Assistant. The Programmer will also perform all technical activities that require a higher skill level.
- (C) **Assistant Director (IS) (1 for each RO)** – The post of Assistant Director will be provided in each of the Regional Offices and will be responsible for implementing the IT initiatives of the organization in the respective regions.

Structure for Headquarters

3.23 The Information Services Wing at Headquarters is responsible for formulating and implementing Information Technology policies for the organization and ensuring that best technology options are selected and adopted for the organization. The Information Services Wing at headquarters is also responsible for development and maintenance of application software required for the business processes of the organization. With the project slated for implementation the necessity and importance of networking and security will be paramount. To ensure that both current and immediate future requirement is met the following structure for the headquarters was agreed.



3.24 In order to implement the revised structure the amendments to the recruitment rules including the initial fitment clauses were also approved by the Executive Committee. At the end of the year under report steps were being taken to fill up the positions in the revised structure by operating the revised Recruitment Rules.



CHAPTER 4

EMPLOYEES' PROVIDENT FUNDS SCHEME 1952

APPLICATION OF THE ACT

Compulsory Coverage

4.1 Employees' Provident Funds and Miscellaneous Provisions Act, 1952 extends to the whole of India except the State of Jammu and Kashmir. The Act is at present applicable to:

- (a) Every establishment, which is engaged in, any one or more of the industries specified in Schedule - I of the Act or any activity notified by the Central Government in the official Gazette and
- (b) Employing 20 or more persons.

Exclusion from Coverage

4.2 The Act does not apply:

- (a) to any establishment registered under Co-operative Societies Act, 1912(2 of 1912), or under any other law for the time being in force in any State relating to Co-operative Societies employing less than 50 persons and working without the aid of power.
- (b) to any other establishment belonging to or under the control of the Central Government or a State Government and whose employees are entitled to the benefit of Contributory provident fund or old age pension in accordance with any scheme or rule framed by the Central Government or the State Government governing such benefits. or



- (c) to any other establishment set up under any Central, Provincial or State Act and whose employees are entitled to the benefits of contributory provident fund or old age pension in accordance with any scheme or rule framed under that Act governing such benefits.

Voluntary Coverage

4.3 An establishment which is not otherwise coverable under the Act can be covered voluntarily with the mutual consent of the employer and the majority of its employees under Section 1(4) of the Act. As on 31st March 2009, the number of voluntarily covered establishments was **24976 - 4.36 %** of total establishments. During the year 2008-09 additional **291** establishments were notified for voluntary coverage under the Act as against **294** establishments notified during the year 2007-08.

SCHEDULE OF INDUSTRIES / CLASSES OF ESTABLISHMENTS

4.4 Presently, 186 Industries / Classes of establishments are covered under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952. These include factories/establishments engaged in Trading & Commercial activities and Service Sector of the economy.

4.5 The Schedule of industries to which the Act applies as on 31.03.2009 is given in Annexure A-27.

ELIGIBILITY FOR MEMBERSHIP OF THE SCHEME

4.6 At the inception of the Employees' Provident Funds Scheme, 1952 an employee who was in receipt of pay upto Rs.300/- p.m. and who worked for one year was eligible for membership of the Fund. As a result of the amendments made from time to time, the conditions of eligibility for membership has been liberalized in favour of the employee. Liberalization and growth that have taken place by way of amendment to the Employees' Provident Fund Scheme, 1952 for enrolment to membership with regard to wage limit [Para 2(f)] and qualifying period of service (Para 26) are given below:



CHRONOLOGICAL ORDER OF THE CHANGE OF WAGE LIMIT UNDER EMPLOYEES' PROVIDENT FUNDS SCHEME, 1952 [Para 2(f)] FOR MEMBERSHIP	
Period	Wage limit per month
01.11.1952 to 31.05.1957	Rs. 300/-
01.06.1957 to 30.12.1962	Rs. 500/-
31.12.1962 to 10.12.1976	Rs. 1,000/-
11.12.1976 to 31.08.1985	Rs. 1,600/-
01.09.1985 to 31.10.1990	Rs. 2,500/-
01.11.1990 to 30.09.1994	Rs. 3,500/-
01.10.1994 to 31.05.2001	Rs. 5,000/-
01-06-2001 onwards	Rs. 6,500/-

QUALIFYING PERIOD OF SERVICE FOR ENROLLMENT TO THE MEMBERSHIP OF THE FUND (Para 26 OF THE E.P.F.SCHEME, 1952)	
From the inception of the EPF Scheme, in 1952 till 2nd Dec. 1971	Completion of one year's continuous service or has actually worked for not less than 240 days within a period of one year or less, whichever is earlier.
From 03.12.1971 to 09.08.1974	Completion of one year's continuous service or has actually worked for not less than 240 days within a period of one year or less or has been declared permanent in any such factory or other establishment, whichever is the earliest.
From 10.08.1974 to 30.01.1981	Completion of six months continuous service or has actually worked for not less than 120 days within a period of six months or less or has been declared permanent in any such factory or other establishment, whichever is the earliest.
From 31.01.1981 to 31.10.1990	Completion of three months continuous service or has actually worked for not less than 60 days within a period of three months or has been declared permanent in any such factory or other establishment, whichever is the earliest.
From 01.11.1990	From the date of joining the factory/ establishment

4.3

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onwards	
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COVERAGE AND ENROLLMENT

4.7 Zone-wise (Region-wise) position and concentration of establishments and members are given in **Table-1** and represented in graph 1(i) and 1(ii) below:-

REGION	Establishments				Membership			
	Exem	Unex	Total	%of Total	Exem	Unex	Total	%of Total
Delhi North	156	20611	20767	3.62%	307235	954508	1261743	2.68%
Delhi South	88	17044	17132	2.99%	91187	898908	990095	2.10%
Haryana	90	27474	27564	4.81%	143549	4516354	4659903	9.90%
Himachal Pradesh	86	6053	6139	1.07%	10555	213623	224178	0.48%
Chandigarh	10	13840	13850	2.42%	10424	1288823	1299247	2.76%
Ludhiana	25	14402	14427	2.52%	33888	1708157	1742045	3.70%
Uttar Pradesh	200	37898	38098	6.65%	166583	1598078	1764661	3.75%
Uttarakhand	25	4225	4250	0.74%	63178	115823	179001	0.38%
NORTH ZONE	680	141547	142227	24.82%	826599	11294274	12120873	25.75%
Bihar	91	6960	7051	1.23%	33986	269079	303065	0.64%
Jalpaiguri	9	6439	6448	1.13%	5078	841748	846826	1.80%
Kolkata	521	28830	29351	5.12%	578386	1413228	1991614	4.23%
Jharkhand	78	8349	8427	1.47%	208624	721247	929871	1.98%
Orissa	96	12412	12508	2.18%	67888	590729	658617	1.40%
North East Region	15	7703	7718	1.35%	14271	310080	324351	0.69%
EAST ZONE	810	70693	71503	12.48%	908233	4146111	5054344	10.74%
Bangalore	96	19206	19302	3.37%	370323	2990018	3360341	7.14%
Mangalore	28	18730	18758	3.27%	91639	1023865	1115504	2.37%
Guntur	47	23911	23958	4.18%	63226	778061	841287	1.79%
Hyderabad	56	26878	26934	4.70%	231183	1985902	2217085	4.71%

4.4

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Kerala	76	16058	16134	2.82%	52962	1520003	1572965	3.34%
Chennai	91	29808	29899	5.22%	188584	3296680	3485264	7.40%
Coimbatore	30	23079	23109	4.03%	60185	2129257	2189442	4.65%
Madurai	15	13398	13413	2.34%	16012	1628036	1644048	3.49%
SOUTH ZONE	439	171068	171507	29.93%	1074114	15351822	16425936	34.90%
Chhattisgarh	20	6606	6626	1.16%	72420	317695	390115	0.83%
Goa	8	2976	2984	0.52%	14443	569758	584201	1.24%
Ahmedabad	52	28220	28272	4.93%	94492	1246483	1340975	2.85%
Vadodara	49	22572	22621	3.95%	103050	1238607	1341657	2.85%
Mumbai - I [Bandra]	294	21149	21443	3.74%	638704	2007329	2646033	5.62%
Mumbai - II [Thane]	115	29173	29288	5.11%	155067	1588015	1743082	3.70%
Nagpur	92	20631	20723	3.62%	170942	1270973	1441915	3.06%
Pune	101	19916	20017	3.49%	168686	806274	974960	2.07%
Madhya Pradesh	45	16140	16185	2.82%	35405	1782797	1818202	3.86%
Rajasthan	50	19617	19667	3.43%	129551	1060205	1189756	2.53%
WEST ZONE	826	187000	187826	32.78%	1582760	11888136	13470896	28.62%
Total	2755	570308	573063	100.00%	4391706	42680343	47072049	100.00%

GRAPH -1(i)

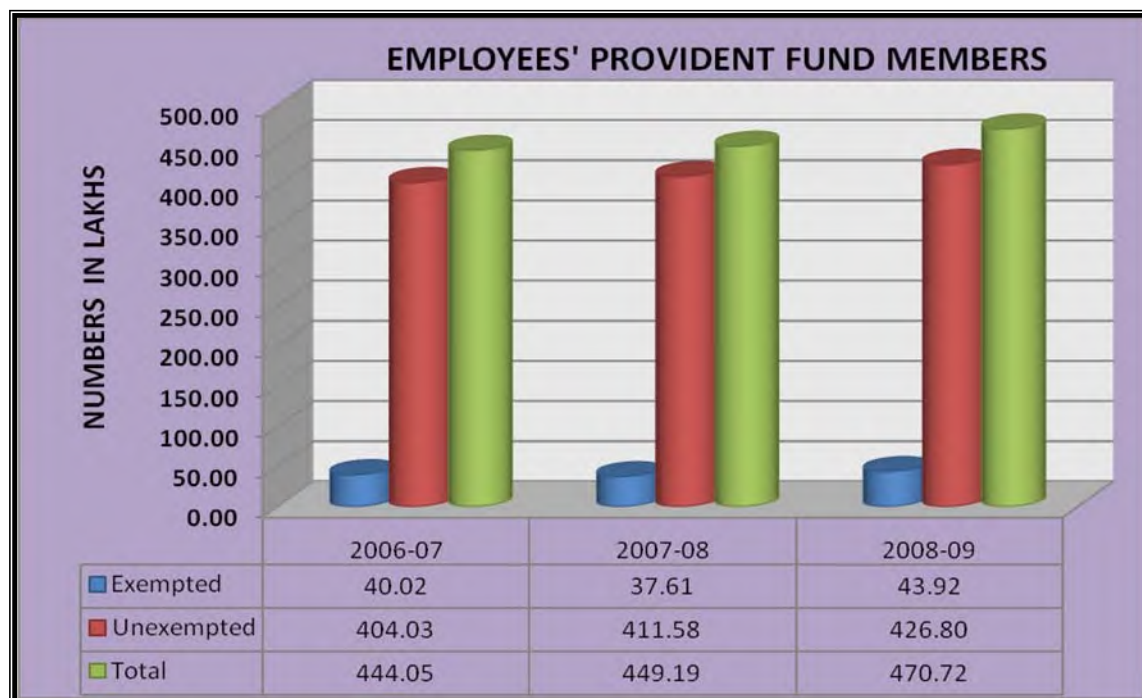


4.5

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GRAPH-1(ii)



CONCENTRATION OF MEMBERS –STATE WISE

4.8 Tamil Nadu State followed by Maharashtra has the largest number of members. It may also be noted that **55.91 %** of the members are concentrated in five states namely, Tamil Nadu, Maharashtra, Haryana, Karnataka and Andhra Pradesh. The list of the states in terms of concentration of members is indicated in **Table –2** and represented in graph-2 below:-

TABLE-2								
State	Establishments				Membership			
	Exem	Unex	Total	% of Total	Exem	Unex	Total	% of Total
Tamil Nadu	136	66285	66421	11.59%	264781	7053973	7318754	15.55%
Maharashtra	602	90869	91471	15.96%	1133399	5672591	6805990	14.46%
Haryana	90	27474	27564	4.81%	143549	4516354	4659903	9.90%

4.6

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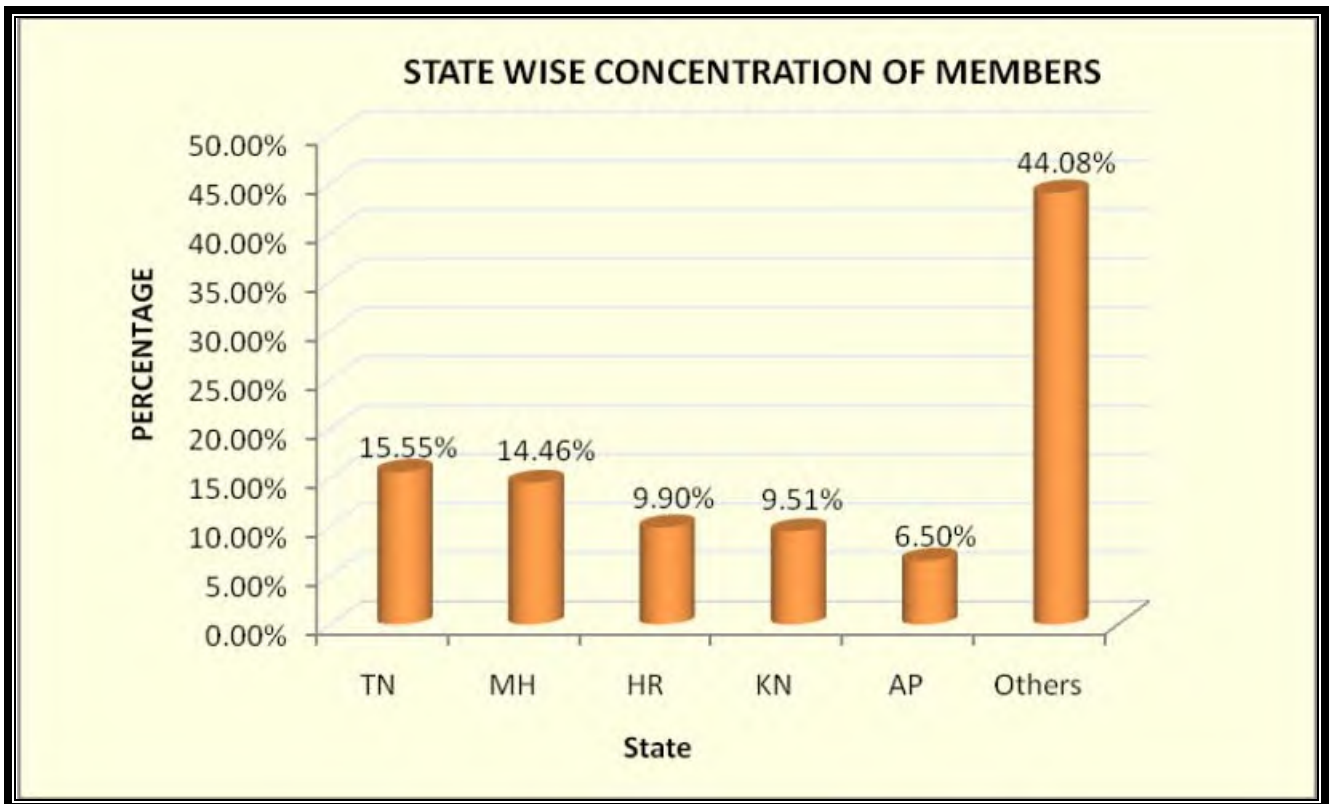
Karnataka	124	37936	38060	6.64%	461962	4013883	4475845	9.51%
Andhra Pradesh	103	50789	50892	8.88%	294409	2763963	3058372	6.50%
Punjab	35	28242	28277	4.93%	44312	2996980	3041292	6.46%
West Bengal	530	35269	35799	6.25%	583464	2254976	2838440	6.03%
Gujrat	101	50792	50893	8.88%	197542	2485090	2682632	5.70%
Delhi	244	37655	37899	6.61%	398422	1853416	2251838	4.78%
Madhya Pradesh	45	16140	16185	2.82%	35405	1782797	1818202	3.86%
Uttar Pradesh	200	37898	38098	6.65%	166583	1598078	1764661	3.75%
Kerala	76	16058	16134	2.82%	52962	1520003	1572965	3.34%
Rajasthan	50	19617	19667	3.43%	129551	1060205	1189756	2.53%
Jharkhand	78	8349	8427	1.47%	208624	721247	929871	1.98%
Orissa	96	12412	12508	2.18%	67888	590729	658617	1.40%
Goa	8	2976	2984	0.52%	14443	569758	584201	1.24%
Chhattisgarh	20	6606	6626	1.16%	72420	317695	390115	0.83%
North East Region	15	7703	7718	1.35%	14271	310080	324351	0.69%
Bihar	91	6960	7051	1.23%	33986	269079	303065	0.64%
Himachal Pradesh	86	6053	6139	1.07%	10555	213623	224178	0.48%
Uttarakhand	25	4225	4250	0.74%	63178	115823	179001	0.38%
Total	2755	570308	573063	100.00%	4391706	42680343	47072049	100.00%

4.7

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GRAPH-2



CONCENTRATION OF MEMBERS- INDUSTRY-WISE

4.9 Out of the 186 Schedule of Industries/Classes of establishments to which the Act applies maximum percentage of members are concentrated in first ten schedule industries accounting for 41.20% of the total establishments with 51.05% of the total membership as on 31-03-2009. These categories of industries have 10 lakh or more members as on 31-3-2009.

4.10 The first twenty-five industries/classes of establishments of the schedule of industries/classes of establishments account for **66.74%** of the total membership.

4.8

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Concentration of establishments and members in these top 25 industries/ schedule of establishments is given in **Table – 3 and represented in graph-3 below:-**

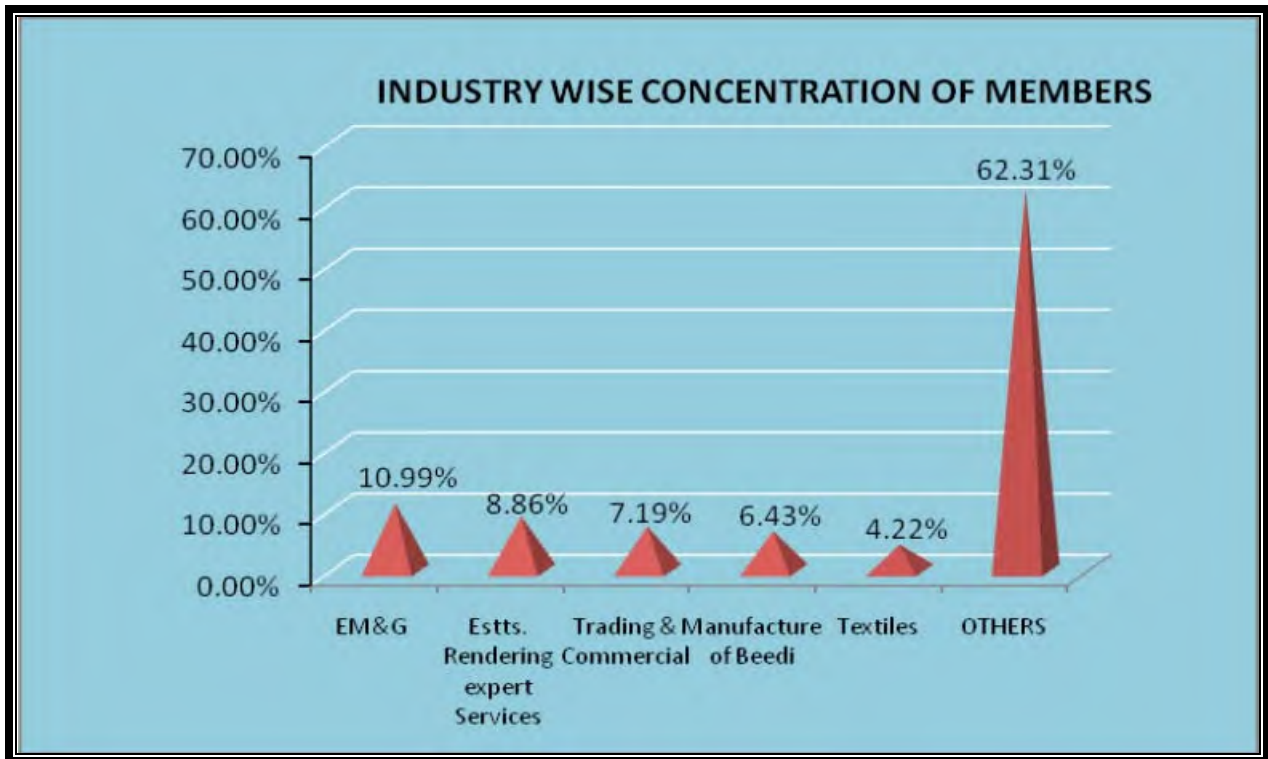
TABLE 3					
INDUSTRY WISE CONCENTRATION OF ESTABLISHMENTS AND MEMBERS					
SL.NO	INDUSTRY	ESTABLISHMENTS		MEMBERS	
		Nos.	% of Total	Nos.	% of Total
1	Electrical, Mechanical & General Engineering	52187	9.11%	5174425	10.99%
2	Establishments rendering expert services	40829	7.12%	4171881	8.86%
3	Trading and commercial estt.	52285	9.12%	3383556	7.19%
4	Manufacture of beedi.	6766	1.18%	3025369	6.43%
5	Textiles	17771	3.10%	1988450	4.22%
6	Garments making factories	6413	1.12%	1714464	3.64%
7	Engineers and Engineering Contractors	25893	4.52%	1364079	2.90%
8	Heavy and Fine chemicals	9662	1.69%	1129873	2.40%
9	Building and construction	16245	2.83%	1036698	2.20%
10	Irons and Steel	8068	1.41%	1043011	2.22%
11	Any School	23843	4.16%	927811	1.97%
12	Road Motor Transport estt.	5713	1.00%	820175	1.74%
13	Hotels	13419	2.34%	597397	1.27%
14	Rubber and rubber products	2582	0.45%	616207	1.31%
15	Electricity	3479	0.61%	533458	1.13%
16	Any college	7764	1.35%	503218	1.07%
17	Hospitals	6094	1.06%	495341	1.05%
18	Licensed salt	1928	0.34%	458373	0.97%
19	Paint and Varnish	2819	0.49%	372058	0.79%
20	Bank	2544	0.44%	342853	0.73%
21	Cashewnuts	2246	0.39%	412452	0.88%
22	Sugar	2962	0.52%	316694	0.67%
23	Jute	285	0.05%	335519	0.71%
24	Tea	1561	0.27%	335656	0.71%
25	Plastic and plastic products	5481	0.96%	315250	0.67%
Coverage of Top 25 Type of Industries		318839	55.64%	31414268	66.74%
Rest of Industries		254224	44.36%	15657781	33.26%
Coverage in All Industries		573063	100.00%	47072049	100.00%

4.9

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GRAPH-3



STATUS NOTE ON BEEDI INDUSTRY

4.11 Though the establishments engaged in manufacturing of Beedi were brought under the purview of the Act w.e.f. 1.5.77 the coverage of the industry was delayed due to the protracted litigation by the employers. Consequent on the decision of the Hon'ble Supreme Court of India upholding the coverage of the Beedi industry steps were taken to extend benefits to the Beedi Workers. However various associations of Beedi industries represented that the Act should be enforced only from the date of pronouncement of the Supreme Court Judgment. After protracted negotiations with the Beedi Manufacturers' Association at the higher levels it was later decided that:

- All Beedi manufacturers must pay current contributions from 1.10.85 onwards in respect of both home workers and factory workers.
- Management of the establishments to pay both shares of contributions for back period even if the same was not deducted from employees' wages.

4.10

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- Regional P.F. Commissioners to determine the dues for home workers with reference to the records of the establishments.
- Arrears towards employer share of contribution shall be payable in 48 monthly installments. In deserving cases the periods of installments would be extended by another six months.

4.12 Subsequently the Government of India Ministry of Labour & Employment on the recommendations of Central Board of Trustees issued directions under Para 78 of the Scheme waiving the payment of employees' share of contribution for the pre-discovery period as also the period covered by the general stay order given by Hon'ble Supreme Court of India on the application of the provisions of the Act to Beedi Industry.

4.13 The extent of coverage of Beedi establishments under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 is indicated in the **Table-4 below** :-

ZONE-WISE MEMBERSHIP IN BEEDI ESTABLISHMENTS - POSITION AS ON 31.03.2009

TABLE -4						
Regions	Establishments			Members		
	Exempted	Unexempted	Total	Exempted	Unexempted	Total
Delhi North	0	0	0	0	0	0
Delhi South	0	0	0	0	0	0
Haryana	0	0	0	0	0	0
Himachal Pradesh	0	0	0	0	0	0
Chandigarh	0	0	0	0	0	0
Ludhiana	0	0	0	0	0	0
Uttar Pradesh	0	164	164	0	9976	9976
Uttarakhand	0	0	0	0	0	0
NORTH ZONE	0	164	164	0	9976	9976
Bihar	0	36	36	0	28321	28321
Jalpaiguri	0	2182	2182	0	483477	483477
Kolkata	0	170	170	0	21510	21510
Jharkhand	0	59	59	0	39737	39737
Orissa	0	258	258	0	106849	106849
North East Region	0	23	23	0	1428	1428
EAST ZONE	0	2728	2728	0	681322	681322

4.11

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Bangalore	0	45	45	0	7213	7213
Mangalore	0	252	252	0	504049	504049
Guntur	0	143	143	0	11318	11318
Hyderabad	0	545	545	0	767030	767030
Kerala	0	119	119	0	80187	80187
Chennai	0	1617	1617	0	127842	127842
Coimbatore	0	37	37	0	10241	10241
Madurai	0	516	516	0	571461	571461
SOUTH ZONE	0	3274	3274	0	2079341	2079341
Chhattisgarh	0	47	47	0	18876	18876
Goa	0	0	0	0	0	0
Ahmedabad	0	11	11	0	168	168
Vadodara	0	0	0	0	0	0
Mumbai - I [Bandra]	0	6	6	0	133	133
Mumbai – II [Thane]	0	0	0	0	0	0
Nagpur	0	31	31	0	15500	15500
Pune	0	76	76	0	45930	45930
Madhya Pradesh	0	264	264	0	161700	161700
Rajasthan	0	165	165	0	12423	12423
WEST ZONE	0	600	600	0	254730	254730
Total	0	6766	6766	0	3025369	3025369

RATE OF CONTRIBUTION

4.14 The normal rate of contribution payable to the Provident Fund by the employees and the employers under the Act has been revised from time to time. The rate of contribution presently applicable is 12% on the aggregate wages except in respect of the following category of establishments where the rate is 10% on the aggregate wages on which contribution is payable:-

- i. Any establishment in which less than twenty persons are employed;
- ii. Any sick industrial company as defined in clause (O) of sub-section (I) of Section 3 of the Sick Industrial Companies (Special Provisions) Act 1985 (Act, 1 of 1986) and which has been declared as such by the Board for Industrial and Financial Re-construction established under Section 4 of that Act for the period commencing on and from the date of registration of the reference in the Board

4.12



and ending either on the date by which the net worth of the said company becomes positive in terms of the orders passed under sub-Section (2) of Section 17 of that Act or on the last date of implementation of the scheme sanctioned under Section 18 of the Act;

- iii. Any establishment which has at the end of any financial year accumulated losses equal to or exceeding its entire net worth, that is the sum total of paid up capital and free reserves, and has also suffered cash losses in such financial year and the financial year immediately preceding such financial year.
Explanation – for the purposes of clause (iii) “Cash loss” means loss as computed without providing for depreciation;
- iv. Any establishment in the: - (a) Jute Industry (b) Beedi Industry (c) Brick Industry (d) Coir Industry other than the spinning sector and (e) Guar gum factories;

CONTRIBUTIONS RECEIVED

4.15 The details of Provident Fund contributions received during the last 3 years are furnished in Table-5 and represented in graph-4 below:-

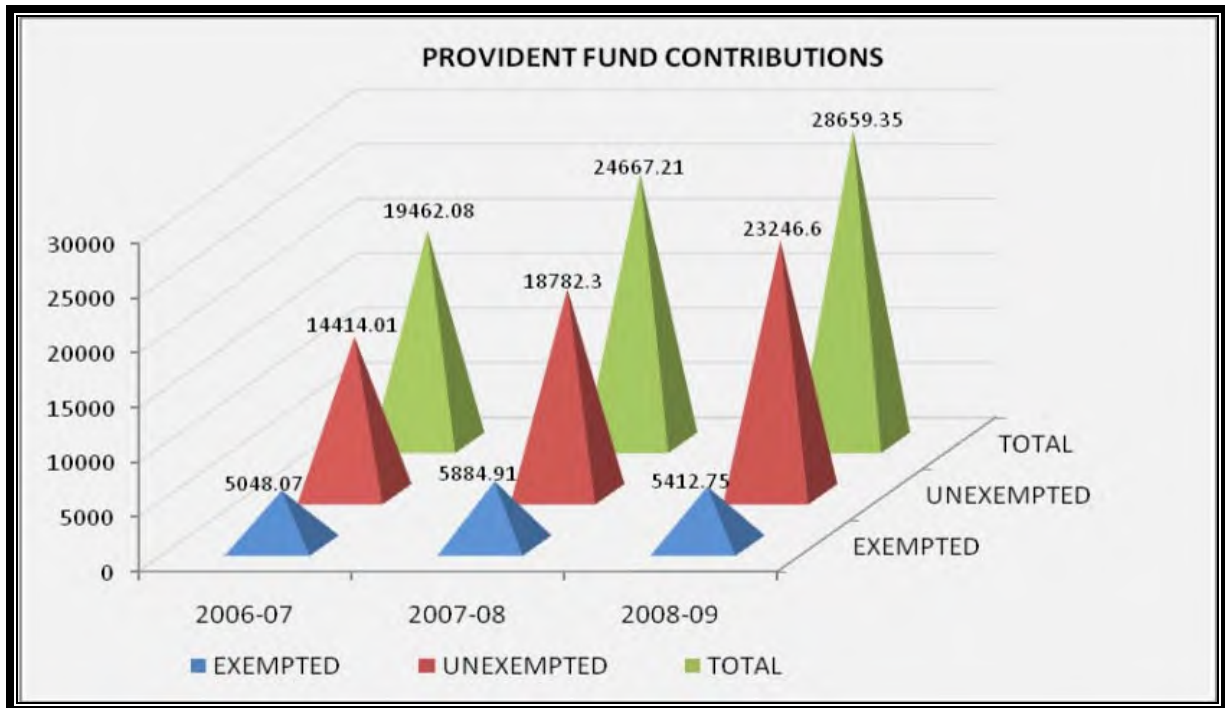
TABLE- 5						
PROVIDENT FUND CONTRIBUTIONS RECEIVED						(Rs. in Crores)
Year	Exempted Sector	% Variation over Previous Year	Un-exempted Sector	% Variation over Previous Year	Total Contribution	% Variation over Previous Year
2006-07	5048.07	5.52	14414.01	22.23	19462.08	17.41
2007-08	5884.91	16.57	18782.30	30.31	24667.21	26.74
2008-09	5412.75	-8.02	23246.60	23.77	28659.35	16.18

4.13

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GRAPH-4



ADMINISTRATIVE AND INSPECTION CHARGES

4.16 The administrative expenditure of Provident Funds Scheme is met out of the administrative charges received from the employers of the un-exempted establishments and inspection charges from the employers of exempted establishments. The prevailing rate of administrative charges and inspection charges are 1.10% and 0.18% on the aggregate wages on which contribution to provident fund is payable. During the year 2008-09, **Rs. 1501.58 crores** has been collected as Administrative & Inspection Charges as against **Rs. 1229.37 crores** collected during 2007-08.

INITIATIVE IN EXISTING OPERATIONS

4.17 State Bank of India has been collecting Contributions and Administrative Charges envisaged under the three Schemes of Employees' Provident Funds and Miscellaneous Provisions Act, 1952. The existing arrangement provide for a float period of three days

4.14

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and five days for transfer of funds to link Branch from Local Base Branch and Outstation Base Branch respectively. The funds thus collected are not instantly available for investment by EPFO. The MIS is also sent in physical form necessitating duplication of work.

4.18 To overcome the problems narrated above, "e-challan" initiative was launched at Regional Office, Gurgaon wherein customized software was introduced for electronic transfer of funds from Base Branch to Link Branch. In this system all transfers take place on the day of the realization of instruments by Base Branches and there is no float available to the Bank. While accepting the deposits, the bank ensures that the Code Number, Name of the establishment and Amount deposited in each of the A/c are correctly mentioned in the challan. Correction of the data is also confirmed from Establishment Master provided to the bank. This ensures credit of deposits to the establishment concerned correctly.

4.19 In addition to the instant credit of funds in this system, bank also provides challan data in uploadable format saving precious time and resources. Unique Challan Number (CRN) generated by Bank's database system facilitates Auto Reconciliation. Bank also provides statement in soft form uploadable to EPFO database linking Challan details with CRN as a common reference and enables Auto Reconciliation.

4.20 The trial run at RO, Gurgaon has successfully stabilized and this model will soon be replicated in all other offices across the country.

INVESTMENTS

4.21 Paragraph 52 of the Employees' Provident Fund Scheme, 1952 provides that all monies pertaining to the Fund are to be deposited in the Reserve Bank of India or other

4.15

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Scheduled Bank as may be approved by the Central Government and shall be invested subject to such directions as the Central Government may from time to time give. Accordingly, the contributions received by the organization are invested as per the pattern of investment prescribed by the Central Government. The investment of funds by CBT, EPF are carried out on the advice of its Sub-Committee on Finance & Investment. Finance & Investment Committee a Sub-Committee of the Central Board of Trustees consisting of the representatives of Employers, Employees and Government representatives oversees the investment being done at present by State Bank of India as Portfolio Manager, watches timely investment of trust money with a view to realizing the optimum returns thereon and recommends rate of interest for the members of the fund.

4.22 Facts and Particulars regarding Investments (at face value) in Unexempted Sector.

(1) **Employees' Provident Fund:**

a. Total Investments as on 31.03.08	Rs. 121503.70 Crores.
b. Net addition in Investments at Face Value during the year:	Rs. 21473.69 Crores
c. Total Investments as on 31.03.2009	Rs. 142977.39 Crores.

(2) **Employees' Pension Fund:**

a. Total Investments as on 31.03.08	Rs. 94,101.42 Crores.
b. Net addition in Investments at Face Value during the year:	Rs. 14476.86 Crores.
c. Total Investments as on 31.03.2009	Rs. 108578.28 Crores.

(3) **Employees' Deposit Linked Insurance Fund:**



a. Total Investments as on 31.03.08	Rs. 6,278.22 Crores.
b. Net addition in Investments at Face value during the year:	Rs. 877.11 Crores.
c. Total Investments as on 31.03.2009	Rs. 7155.33 Crores.

New initiative in Fund Management

4.23 The portfolio management of the fund was being handled by State Bank of India w.e.f. 01.04.1995 after being withdrawn from the RBI. However from 17th September 2008, the funds management is being handled by the four Fund Managers namely the State Bank of India, M/s. ICICI Prudential AMC, M/s HSBC AMC, M/s Reliance AMC.

Introduction of New Fund Management System

4.24 During the Financial Year 2008-09, EPFO decided to introduce competition in fund management. As per the decision of the CBT (EPF) in its special meeting held in July 2008, Multiple Fund Managers have been appointed to manage the Funds of CBT (EPF) with effect from 17th Sept 2008. The new Fund Managers were selected as per a transparent and competitive bidding process. Funds were allocated among the chosen fund managers in the inverse ratio of their financial bids so that the lowest bidder got the highest quantum to manage.

Expected advantages of having Multiple Fund Managers:

- Better yield due to competitive and professional Management.
- Better monitoring due to comparative analysis of the performance of the fund managers.
- Getting rid of idling of funds.
- Proposing suitable changes in investment pattern and guidelines with professional inputs from New Fund Managers.
- To build in-house capability by simultaneously setting up an Investment Monitoring Cell.



Shift in work processes

- From Accounting only to Accounting and Monitoring.
- From one daily report to more than 55 reports on daily basis being received from portfolio managers, custodians and bankers.
- From nil monitoring report to 12 monitoring reports on daily basis (MIS Reports developed in consultation with CRISIL).
- From one Investment banker to two.
- From one custodian to two.

Appointment of CRISIL as Consultant

Considering the immense importance and technical nature of the work, the leading Credit rating agency of the country, CRISIL, was appointed as the consultant to facilitate smooth and effective functioning of the new system.

Pattern of Investment

4.25 The funds invested by CBT, EPF during the year comprise the net contributions received after adjusting the payments on account of advances, loans withdrawals and final settlements. The funds administered by the CBT (EPF) are invested as per the pattern of investment prescribed by the Central Government under para 52 of the EPF Scheme, 1952. The extant investment pattern notified by the Ministry of Labour & Employment on 20.07.2003 and effective since 01.04.2003 is produced below:-

PATTERN OF INVESTMENT [Notification vide no.S.O.2126 published in Gazette of India Pt.II, Section 3(ii) issue No.30, dated 20.07.2003]		% of Amount to be invested
(i)	Central Government Securities as defined in Sec. 2 of the Public Debt Act, 1944 (18 of 1944); and /or units of such Mutual Funds which have been set up as dedicated Funds for investment in Government securities and which have been approved by the Securities and Exchange Board of India;	25%



(ii)	<p>1. Government Securities as defined in Sec. 2 of the Public Debt Act, 1944 (18 of 1944); created and issued by any State Government; and/ or units of such Mutual Funds which have been set up as dedicated Funds for investment in Government securities and which have been approved by the Securities and Exchange Board of India; and /or</p> <p>2. Any other negotiable securities the principal whereof and interest whereon is fully and unconditionally guaranteed by the Central Government or any State Government except those covered under (iii) (a) below</p>	15%
(iii)	<p>(a) Bonds/ Securities of 'Public Financial Institutions' as specified under Section 4(1) of the Companies Act; "Public Sector Companies" as defined in Section 2(36-A) of the Income Tax Act, 1961 including public sector banks; and /or</p> <p>(b) Short duration (less than a year) Term Deposit Receipts (TDR) issued by public sector banks</p>	30%
(iv)	To be invested in any of the above three categories as decided by their Trustees.	30%
(v)	The Trusts, subject to their assessment of the risk – return prospects, may invest up to 1/3 rd of (iv) above, in private sector bonds/ securities, which have an investment grade rating from at least two credit rating agencies.	

Break up of Investments:

4.26 The total corpus lying invested under the three schemes and the percentage distribution of amounts invested in different categories of investment provided under the extant pattern under the three schemes is depicted in **Tables – 6**.

TABLE – 6			
Category wise distribution of Investment in Different Schemes at face value as on 31.03.2009			
	Category of Investment	Amount invested (Rs. in crores)	%age
A.	Employees' Provident Fund		
1.	Central Govt. Securities.	32099.24	22.45 %
2.	(a) State Govt.	19831.69	13.87 %
	(b) Govt. Guaranteed Securities	2830.21	1.98 %



3.	Special Deposit Scheme	52480.92	36.71 %
4.	Public Sector Financial Institutions/Undertakings (including Private Sector bonds/securities).	35735.33	24.99 %
TOTAL		142977.39	100.00 %
B.	Employees' Pension Fund		
1.	Central Govt. Securities.	24943.59	22.97 %
2.	(a) State Govt.	14668.42	13.51 %
	(b) Govt. Guaranteed Securities	1630.05	1.50 %
3.	Special Deposit Scheme	1400.52	1.29 %
4.	Public Sector Financial Institutions/Undertakings (including Private Sector bonds/securities).	24722.53	22.77 %
5.	Public Account	41213.17	37.96 %
TOTAL		108578.28	100.00 %
C.	Employees' Deposit Linked Insurance Fund		
1.	Central Govt. Securities.	846.23	11.83 %
2.	(a) State Govt.	645.45	9.02 %
	(b) Govt. Guaranteed Securities	37.44	0.52 %
3.	Special Deposit Scheme	2.50	0.03 %
4.	Public Sector Financial Institutions/Undertakings (including Private Sector bonds/securities).	1019.64	14.25 %
5.	Public Account	4604.07	64.35 %
TOTAL		7155.33	100.00 %

4.27 The consolidated statement on category-wise investment of corpus under different schemes at face value as on 31.03.2009 is depicted in **Table-7** below and represented in **graph-5**. The details of category-wise investment at Face value and Interest rate for different schemes i.e., E.P.F., E.P.S. 1995 and E.D.L.I are also given in **Appendix A-24, A-25, A-26** respectively.

4.20

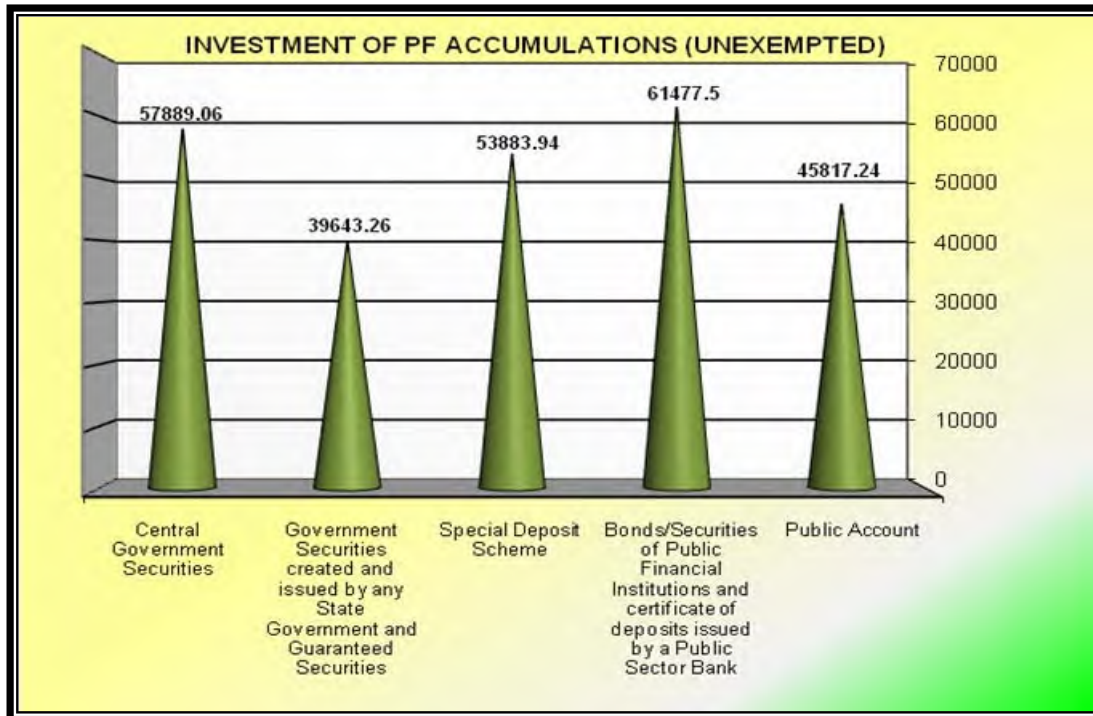
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Sl. No.	Category	Employees' Provident Fund	Employees' Pension Fund	Employees' Deposit Linked Insurance Fund	TOTAL	% age
1	Central Government Securities	32099.24	24943.59	846.23	57889.06	22.38 %
2 a	State Government	19831.69	14668.42	645.45	35145.56	13.58 %
b	Government Guaranteed Securities	2830.21	1630.05	37.44	4497.70	1.74 %
3	Special Deposit Scheme	52480.92	1400.52	2.50	53883.94	20.83 %
4	Public Sector Financial Institutions @	35735.33	24722.53	1019.64	61477.50	23.76 %
5	Public Account	--	41213.17	4604.07	45817.24	17.71 %
	Total	142977.39	108578.28	7155.33	258711.00	100.00 %

@(including Private Sector Bonds/Securities)

GRAPH-5



4.21

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INVESTMENTS OF PROVIDENT FUND (UN-EXEMPTED SECTOR)

4.28 The total investment of Provident Fund accumulations in respect of un-exempted establishments under the three schemes as on 31.03.2009 amounted to **Rs. 142977.39 crores** at Face Value. The net investment made during the year was **Rs. 21473.69** crores as against **Rs. 17666.34** crores during the previous year. The total investments of Provident Fund as on 31.03.2009 is represented in **graph-5**.

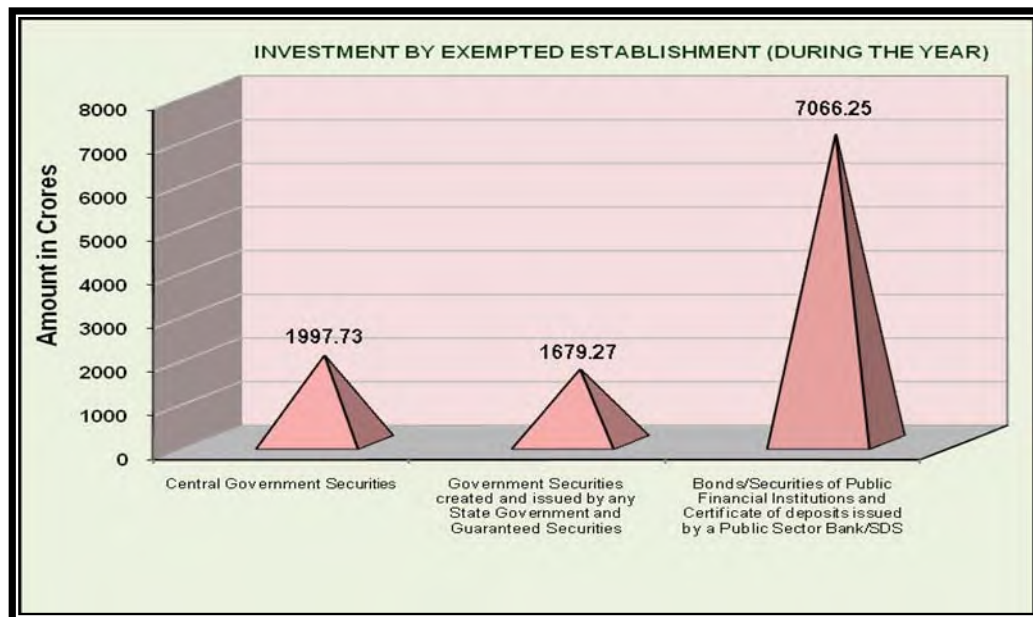
INVESTMENTS OF PROVIDENT FUND (EXEMPTED SECTOR)

4.29 The exempted establishments are also required to follow the same pattern of investment as prescribed for the Un-exempted Funds. The total investment of the Provident Fund accumulations in respect of exempted establishments as on 31.03.2009 amounted to **Rs. 90128.03** crores. The net investment during the year is **Rs. 7536.50** crores as against **Rs. 7524.70** crores during the previous year. Investment made during the year is given in **Table-8 and represented in graph-6 below:-**

TABLE - 8	
INVESTMENTS MADE BY EXEMPTED ESTABLISHMENTS DURING 2008-09	
Category of Investment	Amount Invested (Rs. In Crores)
Central Government Securities	1997.73
Government Securities created and issued by any State Government and guaranteed securities	1679.27
Bonds/ Securities of Public Financial Institutions and Certificate of deposits issued by a Public Sector Bank/SDS	7066.25
TOTAL GROSS INVESTMENT	10743.25
LESS: Redemption	3206.75
TOTAL NET INVESTMENT	7536.50

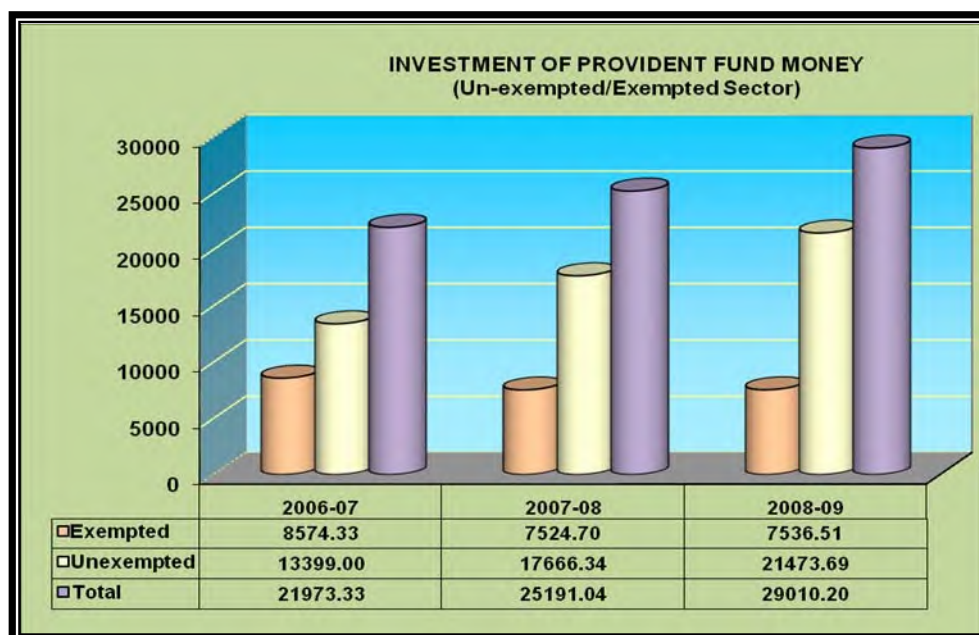


GRAPH-6



4.30 The total net investment of Provident Fund accumulations in respect of both exempted and un-exempted establishments amount to **Rs. 29010.20 crores** during 2008-09 as against Rs. 25191.05 crores during the previous year. The investments are represented in graph-7 below: -

GRAPH-7



4.23

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RATE OF INTEREST TO MEMBERS

4.31 As per the Provisions contained in Paragraph 60(1) of Employees' Provident Fund Scheme 1952, EPF Organization is required to credit interest on the balance available in the accounts of the EPF members at such rate as may be determined by the Central Government in consultation with the Central Board of Trustees. During the year 2008-2009 the Central Board of Trustees has recommended 8.5 % rate of interest on monthly running balances per annum to the Central Government. The interest rate declared in last three years is given below:

Year	% Rate of Interest Declared
2006-07	8.50% on monthly running balance declared on 19.10.2007.
2007-08	8.50% on monthly running balance declared on 11.07.2008.
2008-09	The CBT recommended 8.50% on monthly running balance to the Govt. of India for the year.

ARREAR MANAGEMENT (PROVIDENT FUND SCHEME – UNEXEMPTED SECTOR)

4.32 The details of the arrears under the Employees' Provident Fund and other dues during the period 2008-09 are given in [Table-10](#).

ASSESSED ARREARS UNDER EPF SCHEME IN UNEXEMPTED SECTOR				(in Rs Lakhs)
Regions	Workload	Collection Made	Closing Balance as on 31.03.2009	
Delhi North	1603.55	298.68	1304.87	
Delhi South	1349.91	249.24	1100.67	
Haryana	6358.27	2691.73	3666.54	
Himachal Pradesh	602.54	147.12	455.42	
Chandigarh	3673.87	579.00	3094.87	

4.24

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Ludhiana	2266.32	583.37	1682.95
Uttar Pradesh	9879.93	1178.96	8700.97
Uttarakhand	492.51	48.82	443.69
NORTH ZONE	26226.90	5776.92	20449.98
Bihar	3941.32	280.35	3660.97
Jalpaiguri	3662.02	1087.32	2574.70
Kolkata	6868.73	1476.80	5391.93
Jharkhand	1892.04	630.25	1261.79
Orissa	13444.84	2227.83	11217.01
North east region	2348.42	657.57	1690.85
EAST ZONE	32157.37	6360.12	25797.25
Bangalore	10079.83	5905.75	4174.08
Mangalore	4395.36	1604.02	2791.34
Guntur	5836.24	1709.27	4126.97
Hyderabad	4986.04	1485.18	3500.86
Kerala	13242.50	4112.03	9130.47
Chennai	7329.37	4044.96	3284.41
Coimbatore	10301.62	1899.60	8402.02
Madurai	5618.84	1097.83	4521.01
SOUTH ZONE	61789.80	21858.64	39931.16
Chhattisgarh	3249.58	1403.97	1845.61
Goa	615.49	404.11	211.38
Ahmedabad	4363.17	1556.83	2806.34
Vadodara	3672.09	1472.01	2200.08
Mumbai - I [Bandra]	13294.56	1749.83	11544.73
Mumbai - II [Thane]	3542.28	850.66	2691.62
Nagpur	13548.56	3644.83	9903.73
Pune	7385.04	1564.23	5820.81
Madhya pradesh	18248.37	6903.60	11344.77
Rajasthan	3764.08	782.02	2982.06
WEST ZONE	71683.22	20332.09	51351.13
Total	191857.29	54327.77	137529.52

NOTE: The Arrears include 7Q, 14B and Administration Charges

Bifurcation of Arrears

4.33 Bifurcation of arrears for all schemes with reference to Public Sector, Private Sector and Cooperative Sector, zone wise, is given in **Table- 11**.

4.25

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TABLE -11				
BIFURCATION OF DEMAND IN PUBLIC, PRIVATE AND COOPERATIVE SECTOR				
(ALL SCHEMES)				
(in lakhs)				
Regions	Public Sector	Private sector	Cooperative Sector	Total Demand
Delhi North	0	1992.55	0	1992.55
Delhi South	0	1438.60	0	1438.60
Haryana	0	5710.92	0	5710.92
Himachal Pradesh	22.7	813.32	8.02	844.04
Chandigarh	1583.82	2761.23	19.99	4365.04
Ludhiana	125.39	2657.78	18.66	2801.83
Uttar Pradesh	3759.89	9314.23	273.44	13347.56
Uttarakhand	94.86	603.85	0	698.71
NORTH ZONE	5586.66	25292.48	320.11	31199.25
Bihar	2748.31	2729.51	36.78	5514.60
Jalpaiguri	538.87	3931.63	10.34	4480.84
Kolkata	1928.57	5349.85	34.87	7313.29
Jharkhand	0	2317.31	127.79	2445.10
Orissa	13371.74	4852.05	141.25	18365.04
North East Region	1113.28	1157.73	259.87	2530.88
EAST ZONE	19700.77	20338.08	610.9	40649.75
Bangalore	2842.59	3952.06	0	6794.65
Mangalore	315.13	4128.86	22.88	4466.87
Guntur	549.92	5722.99	133.18	6406.09
Hyderabad	479.22	5235.41	0	5714.63
Kerala	2294.09	11770.20	665.91	14730.20
Chennai	171.16	4924.24	37.9	5133.30
Coimbatore	430.46	11463.75	885.83	12780.04
Madurai	130.14	6422.32	1023.99	7576.45
SOUTH ZONE	7212.71	53619.83	2769.69	63602.23
Chhattisgarh	1665.36	1247.27	27.3	2939.93
Goa	0.37	343.28	0	343.65
Ahmedabad	205.09	8476.68	0	8681.77
Vadodara	0	3685.73	0	3685.73
Mumbai - I [Bandra]	7497.21	9589.61	0	17086.82
Mumbai - II [Thane]	0	4214.86	0	4214.86
Nagpur	967.2	9502.91	5200.09	15670.20
Pune	0	9245.21	787.35	10032.56
Madhya Pradesh	12130.13	5947.92	0	18078.05

4.26

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Rajasthan	1241.76	3230.33	42.54	4514.63
WEST ZONE	23707.12	55483.80	6057.28	85248.20
Total	56207.26	154734.19	9757.98	220699.43

NOTE: The Arrears include 7Q, 14B and Administration Charges

4.34 Out of the total 79509 defaulting establishments in the un-exempted sector, 76497 establishments belong to the Private Sector, 1043 establishments belong to the Public Sector and 1969 establishments fall under the Cooperative Sector. In terms of amount, out of the total arrears of Rs. 2206.99 crores, Private Sector accounts for Rs. 1547.34 crores, Public Sector accounts for Rs. 562.07 crores and Cooperative Sector accounts for Rs. 97.58 crores.

STATUS OF ARREARS (ALL SCHEMES)

4.35 Out of the total arrears of Rs. 2206.99 crores an amount of Rs. 1727.49 crores fall under not immediately realizable category and Rs. 479.50 crores are realizable through mandated recovery proceedings. The arrears falling under not immediately realizable category could not be recovered over the years due to various reasons such as: -

- Amount disputed in courts/Tribunal.
- Establishments having gone into liquidation.
- Recovery action barred by the Acts of Central/State Governments/Sanction of Installments.
- Establishments in respect of which Rehabilitation Scheme had been sanctioned by the BIFR.

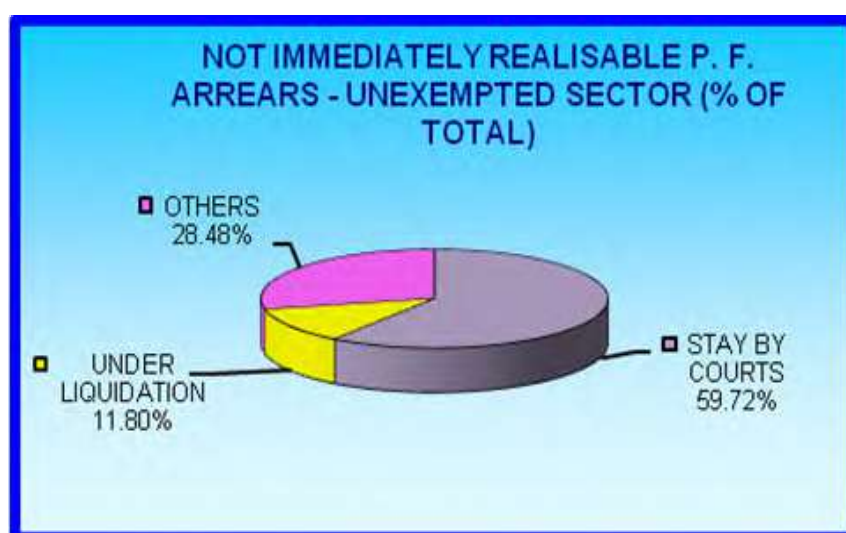
4.36 Not immediately realizable amount accounts for 78.27 % of the arrears demand. The field offices are monitoring the recovery regularly. The break-up indicating the reason and category of the default falling under not immediately realizable category is given in **Table – 12 and represented in graph-8 below:-**

4.27

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TABLE - 12			
Status of not immediately realisable arrears	Number of cases	Amount involved (Rs. in crores)	% of Total
a) Stay by Courts	5858	1031.66	59.72 %
b) Under Liquidation	1049	203.93	11.80%
c) Others	16713	491.91	28.48%
TOTAL	23620	1727.50	100.00 %

GRAPH-8

4.37 The summary of Unexempted establishments which were in default of Provident Fund dues of Rs.50 lakh and above as on 31.03.2009 is given at [Appendix A-3](#). A list of Unexempted establishments in default of Rs. 1 crores or more is given in [Appendix A-4](#).

OTHER ARREARS (ALL SCHEMES)

4.38 The total arrears include an amount of Rs. 65.43 crores on account of administration and inspection charges (exclusive of Penal Damages and Interest levied on it) and Rs 1058.69 crores on account of Penal damages levied and interest.

4.28



ACTION TAKEN TO ARREST THE DEFAULT

4.39 The following actions were taken by the organization against the defaulting establishments for recovery of dues: -

- Assessment of dues under Section 7A of the Act.
- Demand of Interest under Section 7Q of the Act.
- Levy of Damages under Section 14B for belated remittances.
- Recovery measures under Section 8 of the Act/Provisions of the Second and Third Schedules to Income Tax Act, 1961.
- Prosecution cases under Section 14 of the Act.
- Filing FIR under Section 406/409 of the IPC filed with the Police in respect of Employees' share in default.
- Filing complaint under Section 110 Cr. P.C for filing applications before Executive Magistrate against persistent defaulters to execute bond for rendering good behavior.

(a) **Action taken under Section 7A of the Act:** The dues were determined in terms of provisions contained in Section 7A of the Act by the Assessing Officers. The status of initiation and disposal of assessment cases, zone-wise, is given in **Table -13.**

TABLE 13						
Initiation and Disposal of Assessment Cases under Section 7A of the Act During 2008-09						
Region	Cases due for disposal as on 01.04.2008	Cases initiated during the Year	Total Workload	Cases disposed by issue of final orders	Disposed in terms of %	Cases pending as on 31.03.2009

4.29

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Delhi North	578	239	817	403	49.33%	414
Delhi South	253	66	319	98	30.72%	221
Haryana	905	378	1283	776	60.48%	507
Himachal Pradesh	277	228	505	359	71.09%	146
Chandigarh	507	413	920	535	58.15%	385
Ludhiana	817	916	1733	1095	63.19%	638
Uttar Pradesh	1755	593	2348	948	40.37%	1400
Uttaranchal	288	72	360	130	36.11%	230
NORTH ZONE	5380	2905	8285	4344	52.43%	3941
Bihar	598	177	775	139	17.94%	636
Jalpaiguri	265	215	480	220	45.83%	260
Kolkata	1113	532	1645	535	32.52%	1110
Jharkhand	312	322	634	273	43.06%	361
Orissa	947	344	1291	501	38.81%	790
North East Region	493	392	885	346	39.10%	539
EAST ZONE	3728	1982	5710	2014	35.27%	3696
Bangalore	425	791	1216	834	68.59%	382
Mangalore	514	1667	2181	1629	74.69%	552
Guntur	1129	1148	2277	1257	55.20%	1020
Hyderabad	541	1680	2221	1316	59.25%	905
Kerala	304	2512	2816	2478	88.00%	338
Chennai	608	3419	4027	3359	83.41%	668
Coimbatore	214	2434	2648	2297	86.74%	351
Madurai	332	862	1194	971	81.32%	223
SOUTH ZONE	4067	14513	18580	14141	76.11%	4439
Chhattisgarh	133	129	262	197	75.19%	65
Goa	101	298	399	354	88.72%	45
Ahmedabad	2362	866	3228	480	14.87%	2748
Vadodara	687	709	1396	422	30.23%	974
Mumbai - I [Bandra]	230	66	296	66	22.30%	230
Mumbai - II [Thane]	781	745	1526	542	35.52%	984
Nagpur	682	791	1473	831	56.42%	642
Pune	1075	782	1857	593	31.93%	1264
Madhya Pradesh	841	948	1789	783	43.77%	1006
Rajasthan	691	722	1413	462	32.70%	951
WEST ZONE	7583	6056	13639	4730	34.68%	8909
Total	20758	25456	46214	25229	54.59%	20985

4.30

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The Periodicity of the Pending Section 7A Cases is as under:		
	2007-08	2008-09
Less than Six Months	8866	9785
Six Months to One Year	4266	4377
One Year to Three years	4325	5633
Over Three Years	1593	1190
Total	19050	20985

(b) **Action taken under Section 7Q of the Act:** The interest on belated remittances payable by the employer is determined under the provisions of Section 7Q of the Act. The status of interest, zone-wise, levied and collected during the year is given in **Table -14**

TABLE-14			
INTEREST ACCURED ON DUES UNDER SECTION 7Q OF THE ACT (Rs. In Lakhs)			
REGION	Total Workload	Collection made during the year	Closing Balance as on 31.03.2009
Delhi North	169.63	22.97	146.66
Delhi South	171.32	40.15	131.17
Haryana	1407.65	190.69	1216.96
Himachal Pradesh	205.55	4.65	200.90
Chandigarh	195.41	104.25	91.16
Ludhiana	476.33	76.62	399.71
Uttar Pradesh	3180.97	549.46	2631.51
Uttarakhand	365.11	37.14	327.97
NORTH ZONE	6171.97	1025.93	5146.04
Bihar	1035.02	68.31	966.71
Jalpaiguri	334.88	47.07	287.81
Kolkata	969.13	276.41	692.72
Jharkhand	747.48	279.21	468.27
Orissa	5641.69	581.48	5060.21
North East Region	672.17	183.21	488.96
EAST ZONE	9400.37	1435.69	7964.68
Bangalore	566.57	92.86	473.71
Mangalore	420.52	123.12	297.40
Guntur	1037.00	301.17	735.83
Hyderabad	887.33	202.35	684.98

4.31

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Kerala	1816.12	903.09	913.03
Chennai	861.49	227.21	634.28
Coimbatore	1610.94	370.79	1240.15
Madurai	982.29	192.54	789.75
SOUTH ZONE	8182.26	2413.13	5769.13
Chhattisgarh	290.14	23.47	266.67
Goa	86.60	56.10	30.50
Ahmedabad	2129.68	659.25	1470.43
Vadodara	501.19	205.91	295.28
Mumbai - I [Bandra]	2668.48	47.77	2620.71
Mumbai – II [Thane]	529.99	44.59	485.40
Nagpur	2105.30	51.65	2053.65
Pune	1863.36	176.37	1686.99
Madhya Pradesh	7421.87	6280.26	1141.61
Rajasthan	611.05	164.86	446.19
WEST ZONE	18207.66	7710.23	10497.43
Total	41962.26	12584.98	29377.28

- (c) *Action taken under Section 14B of the Act (Levy of damages):* Total amount due for realization as on 31.03.2009 was **Rs. 883.39 crores**. Out of this **Rs. 118.47 crores** were recovered. Region-wise details of penal damages imposed collected and outstanding at the end of the year are given in **Appendix A- 8**.
- (d) *Action taken under Section 8 of the EPF Scheme, 1952 read with section 14 of the Act:* During the year 74364 recovery certificates involving an amount of Rs. 1566.94 crores were pending for execution. Out of these **19111** certificates were executed and an amount of **Rs. 212.84 crores** recovered. The region-wise data of certificates issued, executed and pending at the end of the year is given at **Appendix A- 7**.
- (e) *Action taken under Section 14 of the Act:* Prosecution cases were filed in the Criminal Courts under the provisions of Section 14 of the Act against



defaulting establishments and employers. Region-wise status of these cases is given in **Appendix A-9**.

- (f) **Action taken under Section 406/409 of IPC:** FIRs were filed with the police authorities under Sections 406/409 of Indian Penal Code(IPC) against the employers for non-remittance of the Employees' share of Provident Fund contributions deducted from their wages / salary. Region-wise data of the cases filed before the Police, the detail of challans filed by the Police in Courts and Complaints directly filed in Courts and details of their disposal with pendency of I P C cases are given at **Appendix-A-10 (i) and Appendix-A-10(ii)**.

ATTACHMENT OF PROPERTY AND/OR ARREST OF DEFAULTERS FOR RECOVERY OF ARREARS

4.40 During the year 2008-09 a sum of **Rs. 135.20 crores** was recovered by invoking the provision for attachment and sale of properties of defaulting establishments.

Table - 15			
STATUS OF ATTACHMENT OF PROPERTY/ ARREST OF DEFAULTERS – UNEXEMPTED SECTOR (Rs. in crores)			
S.No.	Mode of Actions	No. of Cases	Amount Recovered
1	Bank Accounts Attached	13570	100.03
2	Movable Property Attached	211	3.08
3	Immovable Property Attached	364	10.81
4	Arrest of Defaulters	24	0.68
5	Public Auctions made of:		
	(i) Movable Property	20	1.59
	(ii) Immovable Property	15	19.01
TOTAL		14204	135.20

4.33

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4.41 Apart from the above actions, instructions have also been issued to all Regional Provident Fund Commissioners to take the following steps for recovery:

- To seek the help of the State Government for recovery of arrears.
- To display the names of 10 biggest defaulters of the region / sub-region in the front area of the office at a prominent place.
- To seek full co-operation of the State Police for attachment of movable and immovable properties of the defaulter employers.
- To have the jails notified as civil prisons by the appropriate authorities.
- Flash the names of major defaulters on the EPFO's website.

DEFAULT IN JUTE INDUSTRY IN WEST BENGAL

4.42 During the year vigorous efforts and coercive actions were taken against the defaulting jute establishments. The amount of due in default as on 31.03.2009 was Rs. 154.79 crores. The position of default in Jute Industry in West Bengal is as shown in **Table - 16.**

TABLE - 16				
STATUS OF DEFAULT IN JUTE MILLS AS ON 31.03.2009				
I.	(1)	No. of Jute Mills in West Bengal	62	
	(2)	No. of Employees (in lakhs)	1.95	
	(3)	No. of Complying Establishments	19	
	(4)	No. of Jute Mills in Default	43	
	(5)	Amount in Default (Rs. in crores)	154.79	
II.	Classification of Default		No. of Estts.	Amount in Default (Rs. in crores)
a)	(1)	Under Liquidation	01	5.48
	(2)	Under Litigation	10	22.67
	(3)	Under BIFR	07	9.80
	(4)	Others	25	116.84
		Total	43	154.79

4.34

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Classification of Default – Industry wise				
b)	(1)	State Public Sector Undertaking	01	17.58
	(2)	Central Public Sector	05	11.74
	(3)	Cooperative Sector	0	0
	(4)	Private Sector	37	125.47
		Total	43	154.79
Classification of Default – Realisable/Unrealisable				
c)	(1)	Realizable dues	10	29.29
	(2)	Unrealizable dues	33	125.50
		Total	43	154.79

4.43 Legal action under Section 14 of the Act has been initiated against the Establishments in order to collect the realizable dues. Action under Section 406/409 of IPC has also been initiated for non-payment of employees' share. The names of the defaulting establishments including the jute industry in excess of Rs. 1 Crore are given in [Appendix A-4](#) (Un-exempted dues) and [Appendix A-6](#) (Exempted dues).

SERVICE TO THE MEMBERS

Settlement of Provident Fund Claims

4.44 During the year under report **34.73 lakhs** claims were settled and a sum of **Rs. 10038.57 crores** was authorized for payment as against Rs. 8246.41 crores in respect of 29.30 lakhs claims settled during the previous year. At the close of the year **2.41** lakhs claims were pending representing 5.49% of workload.

4.45 The Region-wise break-up of disposal of workload in the area of provident fund claims is given in [Appendix A-11](#).

Transfer of Provident Fund Accounts

4.35

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4.46 During the year under report transfers were affected in respect of **2.80 lakhs** members as against 2.30 lakhs members during the previous year.

4.47 **76587** transfer applications representing **11.35 %** of workload were pending with various Regions as on 31.03.2009 as against 50204 applications pending at the end of the previous year. The Region-wise details are given at [Appendix A-12](#).

Partial Withdrawals

4.48 The Employees' Provident Funds Scheme 1952 provides for financial assistance by allowing partial withdrawals to members in situations like illness invalidation and to provide funds to enable them to discharge their social responsibilities like marriage of self, sister/brother/daughter/son or higher education of children and construction of dwelling house. A total number of **3.22** lakh Partial Withdrawal Claims were settled during the year.

Withdrawal for Housing Purposes

4.49 During the year **67857** members availed withdrawal for the purpose of house construction and were paid a sum of **Rs. 539.86 crores**. As compared to this in the previous year 70934 members availed themselves of Rs. 484.23 crores as housing finance assistance from the provident fund account. The number of members who have availed housing loans during the last 3 years is indicated in [Table -17](#).

TABLE - 17		
HOUSE BUILDING ADVANCE GRANTED TO MEMBERS		
Year	No. of Members Granted Advance	Amount Disbursed (Rs. in Crores)
2006-07	76088	502.28
2007-08	70934	484.23
2008-09	67857	539.86

4.36



Steps taken for Prompt Disposal of Claims

4.50 The monitoring of disposal of claims is being done by constantly reviewing processing of claims within the stipulated time limit of 30 days and enforcing accountability at all the levels of officers and staff.

TABLE 18			
Settlement of Claims Within 30 days			
Workarea	Number of Claims Settled (in lakh)	Number of Claims Settled within 30 days (in lakh)	% of Claims settled within 30 days
Provident Fund (Final Settlement) Claims	34.73	22.47	64.70 %
Partial Withdrawals	3.22	2.79	86.65 %
Transfer Cases	2.80	1.58	56.43%
Total	40.75	26.84	65.87%

Issue of Annual Statement of Accounts

4.51 During the year under review **584.93** lakhs annual statement of accounts were issued as against 393.83 lakhs annual statement of accounts during the previous year. The detail of last three years in respect of issue of annual statement of accounts is given in **Table – 19**.

TABLE - 19			
ANNUAL STATEMENT OF ACCOUNTS TO MEMBERS			
(In lakhs)			
Year	Workload	Statements Issued	Statements Pending
2006-07	837.02	524.59	312.43
2007-08	755.02	393.83	361.19
2008-09	1011.15	584.93	426.22

4.37

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4.52 At the end of the year **426.22 lakhs** annual statement of accounts were pending for issue as against 361.19 lakhs statements at the end of the previous year. The Region-wise details relating to workload issued and pendency is given in Appendix **A-14**.

APPEALS PENDING BEFORE HON'BLE SUPREME COURT OF INDIA

4.53 The workload before the Hon'ble Supreme Court for the year 2008-09 was 155 cases out of which 27 cases were decided leaving a pendency of 128 cases as on 31.03.2009.

OTHER COURT CASES

4.54 The workload before various High courts and other courts, disposal and pendency for the year 2008-09 is depicted in **Table-20** below: -

TABLE - 20			
	Workload during the year	Settled	Pendency
High Courts	11420	1964	9456
District Courts	14474	1243	13231
National Consumer Dispute Redressal Commission	116	42	74
State Commissions	941	229	712
District Consumer Forums	3201	818	2383
EPF Appellate Tribunal (EPFAT)	3867	186	3681



CHAPTER 5

EXEMPTED ESTABLISHMENTS

The establishments brought under the coverage of the EPF & MP Act, 1952 are required to comply with the statutory provisions of all the three Schemes framed under the Act. However, option is available to those establishments, which could formulate independent Schemes conferring benefits not less favourable than those provided under the Statutory Schemes, to their employees to seek exemption under Section 17 of the Act, if the majority of the employees are in favour of such an exemption. This provision is by and large availed by establishments to obtain exemption from the operations of the EPF Scheme, 1952 and EDLI Scheme, 1976. Such independent Provident Fund Schemes could also be operated for a class of employees under the provisions of Para 27A of the EPF Scheme. The appropriate government is the competent authority to grant exemption under Section 17 of the Act and Para 27A of the scheme. In addition individual employees may also seek exemption under Para 27 of the EPF Scheme for enjoying the benefits of enrollment under the excluded Scheme administered by the establishment. The power to grant exemption under Para 27 is exercised by the jurisdictional Regional Provident Fund Commissioner.

5.2 The grant of such exemption enables the employees to continue to enjoy better benefits available to them under the private Provident Fund Scheme. Any such exemption granted to an establishment is liable to be cancelled for contravention of any of the conditions governing exemption.

COMMITTEE ON EXEMPTED ESTABLISHMENTS

5.3 The Central Board of Trustees has constituted a Sub-committee on Exempted Establishments to deliberate and make recommendations on all policy matters relating



to the exempted sector. The committee consists of two employers' representatives and two employees' representatives.

The main functions of the committee are to:-

- Oversee the working of the exempted establishments and to make suggestions for consideration of the Board, to improve working of the exempted establishments.
- Consider and suggest additional guidelines for grant of exemption/relaxation.

EXEMPTED ESTABLISHMENTS AND MEMBERS

5.4 **2755** establishments are enjoying exemption as on 31.3.2009, as against 2697 establishments at the end of the previous year. 43,91,706 members are serviced by these exempted establishments. Region-wise coverage of members is given in **Table – 1 of Chapter 4**.

STATE WISE CONCENTRATION OF MEMBERS

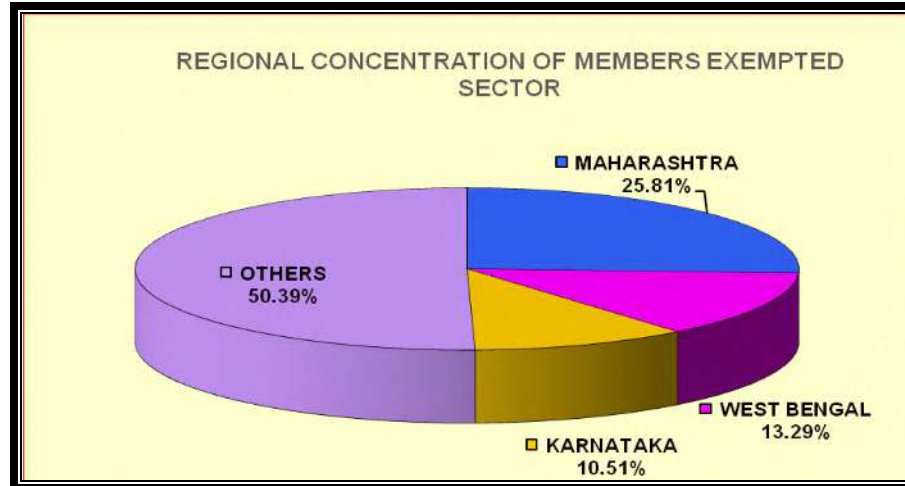
5.5 Exempted Establishments and members are concentrated mainly in three states namely Maharashtra, West Bengal and Karnataka. These three states constitute **49.61%** of the total membership of the exempted sector and **45.59%** of the total exempted establishments as stated in **Table -1 and represented in Graph-1 below:-**

Table -1					
CONCENTRATION OF MEMBERS IN EXEMPTED SECTOR					
AS ON 31.03.2009					
States		Members		Establishments	
		No.'s	% of Total	No.'s	% of Total
1.	Maharashtra	1133399	25.81 %	602	21.85 %
2.	West Bengal	583464	13.29 %	530	19.24 %
3.	Karnataka	461962	10.51 %	124	4.50 %
Sub-Total		2178825	49.61 %	1256	45.59 %

5.2



Rest of the States	2212881	50.39 %	1499	54.41 %
Total Strength of 32 Regions	4391706	100.00 %	2755	100.00 %

GRAPH -1

CONTRIBUTIONS RECEIVED IN EXEMPTED SECTOR

5.6 An amount of **Rs. 5412.75 crores** were collected by the employers as contributions during the year as against Rs. 5884.91 crores during the previous year.

INSPECTION CHARGES

5.7 The employers of exempted establishments are required to pay the inspection charges @ 0.18% of the basic wages and dearness allowance including cash value of food concession and retaining allowance if any, to the Employees' Provident Fund Organisation with effect from 01.08.1998.

INVESTMENTS

5.8 The exempted establishments are required to follow the same pattern of investment as prescribed for the statutory fund. During the year, at the gross level investments amounted to Rs. **10743.25** crores as against Rs. **12198.83** crores during the previous year. Out of the total gross investment of Rs. **10743.26** crores, investment by way of redemption proceeds was Rs. **3206.75** crores. Thus, the net

5.3

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investment during 2008-2009 was Rs. **7536.50** crores. The details of investments are given in **Table -8 of Chapter-4**.

ARREARS IN THE EXEMPTED SECTOR

5.9 The employers of exempted establishments are required to transfer the Provident Fund contributions [Both employers' and employees' share] to the respective Board of Trustees and other statutory dues to Employees' Provident Fund Organisation by the fifteenth day of the following month. The total amount outstanding for transfer to the respective Board of Trustees by the exempted establishments as on 31.03.2009 is given in **Table – 2 below:-**

5.10 Out of an arrear of Rs.**890.36** crores, an amount of **Rs. 104.23 crores** was recovered leaving a balance of Rs.**786.13** crores.

Table - 2			
Total Arrears in Exempted Sector			
(Rs. in lakh)			
Region	Total Workload	Realised during the Year	Closing Balance as on 31. 03.2009
Delhi North	2123.45	1.17	2122.28
Delhi South	2205.08	41.74	2163.34
Haryana	1958.17	1149.52	808.65
Himachal Pradesh	133.31	66.5	66.81
Chandigarh*	0	0	0
Ludhiana	76.16	0	76.16
Uttar Pradesh	7268.51	1054.54	6213.97
Uttarakhand	1298.71	1.23	1297.48
NORTH ZONE	15063.39	2314.7	12748.69
Bihar	1229.57	347.88	881.69
Jalpaiguri	168.44	32.08	136.36
Kolkata	20843.39	2506.6	18336.79
Jharkhand	10710.81	112.98	10597.83
Orissa	1149.97	110.17	1039.8
North East Region	19.97	19.97	0
EAST ZONE	34122.15	3129.68	30992.47

5.4

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Bangalore	8317.84	1368.81	6949.03
Mangalore	85.47	12.46	73.01
Guntur	926.32	586.29	340.03
Hyderabad	1706.01	646.15	1059.86
Kerala	978.52	126.72	851.8
Chennai	1816.96	113.14	1703.82
Coimbatore	161.21	9.63	151.58
Madurai	23.07	9.18	13.89
SOUTH ZONE	14015.4	2872.38	11143.02
Chhattisgarh	27.31	0	27.31
Goa*	0	0	0
Ahmedabad	12012	0	12012
Vadodara	253.5	28.66	224.84
Mumbai - I [Bandra]	1756.24	0	1756.24
Mumbai - II [Thane]	183.86	40.51	143.35
Nagpur	1909.82	203.21	1706.61
Pune	1509.61	0	1509.61
Madhya Pradesh	5717.1	9.86	5707.24
Rajasthan	2465.53	1824.02	641.51
WEST ZONE	25834.97	2106.26	23728.71
Total	89035.91	10423.02	78612.89

* [These Regions do not have an exempted establishment or have no arrears due against the exempted establishments]

5.11 The major portion of arrears of exempted establishments is in the State of West Bengal amounting to **Rs. 184.73** crores followed by the State of Gujarat amounting to Rs. **122.37** crores and Jharkhand amounting to Rs. **105.98** crores together representing **52.55%** of the total arrears as depicted in **Table-3** below: -

(Rs. in Lakhs)				
State	Total Workload	Realised during the Year	Closing Balance as on 31. 03.2009	Percentage of Total
West Bengal	21011.83	2538.68	18473.15	23.50%
Gujarat	12265.5	28.66	12236.84	15.57%
Jharkhand	10710.81	112.98	10597.83	13.48%
Sub-Total	43988.14	2680.32	41307.82	52.55%

5.5

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Rest of the States	45027.80	7722.73	37305.07	47.45%
Total Arrears	89015.94	10403.05	78612.89	100.00%

BIFURCATION OF ARREARS – PUBLIC AND PRIVATE SECTOR ESTABLISHMENTS

5.12 Out of the total **422** defaulting establishments under the exempted sector, **326** establishments belong to the Private Sector and **96** establishments fall under the Public Sector. In terms of amount, out of the total default of Rs.**786.13** crores, Private Sector accounts for Rs.**281.21** crores and public sector **Rs.504.91** crores. The region-wise default position of exempted establishments both in public and private sector is given below in **Table -4: -**

REGION	Public sector		Private sector		Total	
	No. of defaulting estt.	Amount	No. of defaulting estt.	Amount	No. of defaulting estt.	Amount
Delhi North	2	1865.11	16	257.17	18	2122.28
Delhi South	1	2162.86	1	0.48	2	2163.34
Haryana	3	549.79	6	258.86	9	808.65
Himachal Pradesh	1	66.81	0	0.00	1	66.81
Chandigarh	0	0.00	0	0.00	0	0.00
Ludhiana	0	0.00	1	76.16	1	76.16
Uttar Pradesh	6	1135.09	38	5078.88	44	6213.97
Uttarakhand	1	1293.25	1	4.23	2	1297.48
NORTH ZONE	14	7072.91	63	5675.78	77	12748.69
Bihar	4	350.90	22	530.79	26	881.69
Jalpaiguri	0	0.00	2	136.36	2	136.36
Kolkata	17	1924.66	111	16412.13	128	18336.79
Jharkhand	2	9349.16	4	1248.67	6	10597.83
Orissa	3	957.87	3	81.93	6	1039.80
North East Region	0	0.00	0	0.00	0	0.00
EAST ZONE	26	12582.59	142	18409.88	168	30992.47
Bangalore	4	6745.32	1	203.71	5	6949.03

5.6

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Mangalore	0	42.92	2	30.09	2	73.01
Guntur	4	312.97	10	27.06	14	340.03
Hyderabad	3	829.10	5	230.76	8	1059.86
Kerala	6	191.99	38	659.81	44	851.80
Chennai	6	1531.08	13	172.74	19	1703.82
Coimbatore	10	151.58	0	0.00	10	151.58
Madurai	0	0.00	3	13.89	3	13.89
SOUTH ZONE	33	9804.96	72	1338.06	105	11143.02
Chhattisgarh	1	27.31	0	0.00	1	27.31
Goa	0	0.00	0	0.00	0	0.00
Ahmedabad	3	11938.75	6	73.25	9	12012.00
Vadodara	1	9.61	8	215.23	9	224.84
Mumbai - I [Bandra]	3	1357.70	22	398.54	25	1756.24
Mumbai - II [Thane]	0	0.00	3	143.35	3	143.35
Nagpur	0	1617.50	1	89.11	1	1706.61
Pune	0	7.93	5	1501.68	5	1509.61
Madhya Pradesh	11	5691.42	2	15.82	13	5707.24
Rajasthan	4	380.80	2	260.71	6	641.51
WEST ZONE	23	21031.02	49	2697.69	72	23728.71
Total	96	50491.48	326	28121.41	422	78612.89

5.13 Again, **22.75** % of the total establishments belong to Public Sector which accounts for **35.77** % of the total arrears in the exempted sector as depicted in **Graph-2** below: -

GRAPH - 2



5.7

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STATUS OF ARREARS

5.14 Out of the total default of Rs. **786.13** crores, an amount of **Rs. 624.51** crores fall under not immediately realisable category leaving a balance of Rs. **161.62** crores realisable through recovery and penal actions under the Act. The arrears falling under the not immediately realisable category could not be recovered over the year due to various reasons, such as: -

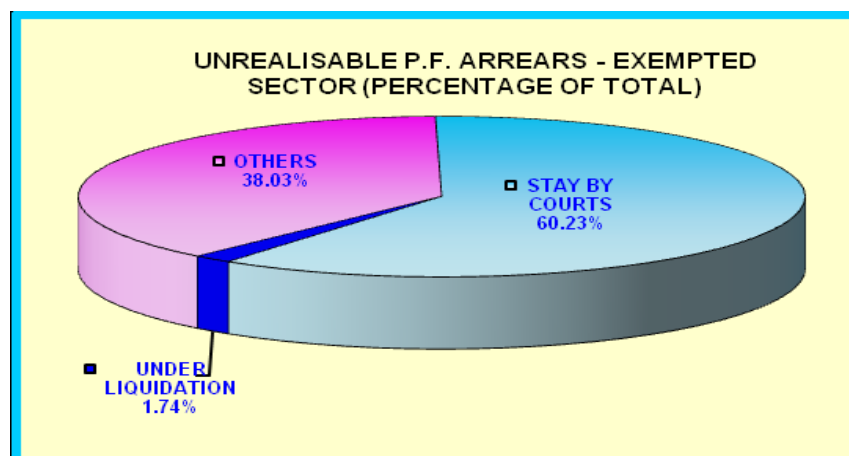
- Amount Disputed in courts,
- Factories having gone into liquidation,
- Recovery barred by the Acts of Central/State Governments,
- Factories declared sick by the Board of Industrial & Financial Reconstruction or factories in respect of which a Rehabilitation Scheme had been sanctioned by or is under formulation/consideration of the BIFR.

5.14 Not immediately realisable amount accounts for **79.44** % of the arrears demand. Break-up indicating the reason and category of default falling in not immediately realisable category is given in **Table – 5 below and Graph-3 below:-**

Table – 5			
Status of not immediately realisable arrears	Number of cases	Amount involved (Rs. in crores)	% of Total
a) Stay by Courts	158	376.16	60.23 %
b) Under Liquidation	26	10.89	1.74 %
c) Others	168	273.46	38.02 %
TOTAL	352	660.51	100.00%



GRAPH -3



5.15 A summary of exempted establishments, which are in default of Rupees 50 lakh and above and a list of exempted establishments which are in default of Rs.1 crore or more as on 31.3.2009 in the matter of transferring of provident fund contributions to their respective Board of Trustees and other dues to Employees' Provident Fund Organisation is given at [Appendix A-5](#) and [Appendix A-6](#) respectively.

UN-INVESTED FUNDS

5.16 The Board of Trustees are required to make investment of funds within a period of two weeks from the date of receipt of money into the trust account. At the end of the year, there were **1920** exempted trusts, which had an amount of Rs. **1535.56** crores with them as remaining un-invested. The region-wise data on the amounts lying with the Boards of Trustees of the exempted establishments uninvested as on 31.3.2009 is given in [Table – 6](#).

TABLE-6		
Amount remaining un-invested at the end of this Year. (As on 31.03.2009)		
Region	No. Of Establishments	Amount (in Lakhs)
Delhi North	47	3957.72
Delhi South	0	0
Haryana	0	0
Himachal Pradesh	8	103.81
Chandigarh	10	244.37
Ludhiana	11	131.8
Uttar Pradesh	32	4398.6

5.9

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Uttarakhand	11	1892.01
NORTH ZONE	119	10728.31
Bihar	40	384.76
Jalpaiguri	2	81.39
Kolkata	362	5541.95
Jharkhand	64	36893.78
Orissa	57	1997.74
North East Region	1	1.13
EAST ZONE	526	44900.75
Bangalore	142	53748.09
Mangalore	29	758.2
Guntur	28	3529.48
Hyderabad	15	384.85
Kerala	25	901.92
Chennai	267	8269.47
Coimbatore	30	819.71
Madurai	15	473.5
SOUTH ZONE	551	68885.22
Chhattisgarh	5	2770.83
Goa	8	40.68
Ahmedabad	28	5308.28
Vadodara	49	914.69
Mumbai - I [Bandra]	295	10458.62
Mumbai - II [Thane]	211	3386.02
Nagpur	77	3738.89
Pune	0	0
Madhya Pradesh	30	1159.4
Rajasthan	21	1264
WEST ZONE	724	29041.41
Total	1920	153555.69

ACTION TAKEN AGAINST DEFAULTERS

5.17 During the year 2008-09, in order to liquidate the arrears, **18** prosecutions under Section 14 of the Act were filed. Besides this, **9** complaints were also filed for offences punishable under Section 406/409 of I.P.C. against the defaulting employers who failed to remit the Provident Fund contributions deducted from the wages of their employees.

5.10

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ATTACHMENT OF PROPERTY AND/OR ARREST OF DEFAULTERS FOR RECOVERY OF ARREARS

5.18 During the year 2008-2009, a sum of **Rs. 873.47** crores was recovered through various modes from defaulters in exempted sector as given in **Table- 7** below: -

STATUS OF ARREST & ATTACHMENT OF PROPERTY ON ACCOUNT OF DEFAULT- EXEMPTED SECTOR			
(in crores)			
S. No.	Mode of Actions	No. Of Cases	Amount Recovered
1	Bank Accounts Attached	13	870.00
2	Movable Property Attached	1	0
3	Immovable Property Attached	4	3.47
4	Arrest of Defaulters	0	0
TOTAL		18	873.47

RATE OF INTEREST

5.19 Declaring rate of interest payable to the members at the rate not lower than the interest rate declared for the members of the Statutory Fund is one of the conditions for grant of exemption. Out of the total 2755 exempted establishments, 702 establishments did not declare the rate of interest. The broad pattern of interest rate declared by the remaining 2053 establishments is given in **Table – 8** below:-

RATE OF INTEREST ALLOWED TO MEMBERS - EXEMPTED ESTABLISHMENTS		
	No. of Establishments	Members
Higher than the Statutory Rate	124	325927
Equal to the Statutory rate of 8.5%	1903	3195461
Less than the Statutory rate	26	37551
TOTAL	2053	3558939

5.11

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SERVICE TO THE MEMBERS

Settlement of Provident Fund Claims

5.20 The details of claims settled by the exempted establishments in respect of their members are given in **Table-9** below:-

TABLE-9			
PROVIDENT FUND CLAIMS SETTLED – EXEMPTED ESTABLISHMENTS			
S.No.	Category	Cases	Amount (Rs. in Lakh)
1.	Death Cases	9063	26737.49
2.	Resignation/Termination	239691	166496.95
3.	Retrenchment	7052	10955.05
4.	Superannuation	46508	290150.31
5.	Permanent Invalidation	2237	5002.51
6.	Dismissal	1992	2516.93
7.	Migration	6349	16507.23
8.	Others	40603	89220.35
TOTAL		353495	607586.82

Advances/Partial Withdrawals

5.21 The details of advances sanctioned to the members by the exempted establishments during the year are given in **Table-10** below:-

TABLE –10			
S.No.	Category	Cases	Amount (Rs. in Lakh)
1.	Financing LIC Policy	13138	6487.47
2.	Housing Advance	89835	113455.44
3.	During Temporary Closure	11560	10740.07
4.	Illness of member/family member	124300	44174.83
5.	Member's own marriage	81206	62012.98
6.	90% withdrawal prior to retirement	16956	50656.49
7.	Others	91057	64562.11
TOTAL		428052	352089.39

5.12

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FINANCE ACT, 2006 CLAUSE 56- RATIONALISATION OF PROCESS AND PROCEDURE FOR EXEMPTION.

5.22 In a significant legislative development affecting EPFO, Rules 3 & 4 of Part 'A' of fourth Schedule to the Income Tax Act, 1961 which deals with the recognized Provident Funds, have been amended by Clause 56 of the Finance Act, 2006. Subsequent to the said amendment, Rule 3 reads as:

The Chief Commissioner or Commissioner may accord recognition to any Provident Fund which, in his opinion, satisfies the conditions prescribed in rule 4 and may withdraw such recognition if the provident fund contravenes any of those conditions.

Provided that in a case where recognition has been accorded to any provident fund on or before the 31st day of March 2006 and such provident fund does not satisfy the conditions set out in clause (ea) of rule 4, the recognition to such fund shall be withdrawn, if such fund does not satisfy, on or before the 31st day of March 2007, the conditions set out in the said clause and any other condition which the Board may by rules specify in this behalf.

5.23 Subsequently, the above mentioned deadline of 31st March 2007 had been extended by the Government of India to 31st March 2008 and further to 31st March 2009 to allow maximum trusts to avail the benefits of IT exemption.

5.24 In Rule 4 sub-clause (ea) has been inserted as an additional condition to be satisfied by Provident Funds for receiving and retaining recognition. The sub-clause (ea) reads as:-

“(ea) The fund of an establishment to which the provisions of sub-section 3 or sub-section 4 of Section 1 of the EPF & MP Act, 1952 apply, and such establishment has been exempted under Section 17 of the said Act from the

5.13

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operation of all or any of the provisions of any scheme referred to in the Section."

5.25 Anticipating the requirement of the Provident Funds, recognized or otherwise, to obtain exemption under Section 17 of the EPF & MP Act, 1952 within a stiff time frame, EPFO realized the need for a policy decision to simplify and rationalize the process for grant of exemption. A policy note to the Ministry of Labour & Employment, Govt. of India followed on 4th July 2006 wherein, inter alia, proposals for simplifying the procedure for exemption under Section 17 were placed for approval. A separate proposal explaining the impact of the amendment in the Finance Act 2006, and the need to gear up the process for grant of exemption so that all the applicants could be granted exemption before the deadline laid down in the amendment, was placed before the 176th meeting of the Central Board of Trustees (EPF) held on 7.11.2006. The Board had approved the proposal.

5.26 Consequently, a number of initiatives have been taken by the EPFO towards simplifying the process of grant of exemption under Section (17) (1) (a) of the EPF & MP Act, 1952, as under :-

- i. The conditions required to be fulfilled before processing the applications for exemption have been rationalized. Now only the most essential conditions are insisted upon and they are placed on the EPFO's website for the convenience of the applicant employers. The information is also available with the Regional Provident Fund Commissioners.
- ii. All RPFs of the Regional and Sub-Regional Offices of EPFO across the country have been advised to place special emphasis on processing the exemption application in the manner keeping in mind the minimum conditionalities only.
- iii. A special drive has been launched to dispose of all the pending exemption applications.

5.14

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- iv. Exemption applications are being processed expeditiously and forwarded to the appropriate Government. Even where applications are found deficient, all efforts are made to get the defects removed quickly by the applicant and process the applications.

- v. In the case of relatively old applications also where processing is retarded owing to the deficiency and/or obsolescence of information, every effort is made to get the deficiencies removed or obtain a fresh application from the company and process the application in a time bound manner.

5.27 The process of exemption has been made simple, rational, requiring less documentation and is matched with EPFO's concern for a better and hassle-free service to the applicant, employers' and organizations.



CHAPTER 6

EMPLOYEES PENSION SCHEME, 1995

INTRODUCTION & ADMINISTRATION

Employees' Pension Scheme, 1995 came into effect from 16th November 1995. On introduction of the Employees' Pension Scheme, 1995, the erstwhile Employees' Family Pension Scheme, 1971 ceased to operate and all the assets and liabilities of the old scheme were transferred and merged with the Employees' Pension Fund. The Employees' Pension Scheme, 1995 has been designed as a "Benefit defined Social Insurance Scheme" formulated following "actuarial principles" for ensuring long-term financial viability. The Scheme aims at providing for economic sustenance during old age and survivorship coverage to the member and his family. The Employees' Pension Scheme, 1995 derives its financial resource by partial diversion i.e., 8.33% of the employer's share of Provident Fund contribution. The Central Government contributes at the rate of 1.16% as done in old scheme. The benefits and entitlements to the members under the old scheme are protected and continue under the new Employees' Pension Scheme, 1995.

6.2 The Scheme on its introduction applies compulsorily to all the existing members of the Provident Fund who were contributing to the erstwhile Employees' Family Pension Scheme, 1971. The new entrants to the membership of Provident Fund from 16.11.95 onwards shall also acquire membership of the Scheme on compulsory basis. The existing members of the Provident Fund who did not opt for joining the erstwhile Employees' Family Pension Scheme, 1971 shall have option to join the EPS, 1995.



6.3 The Employees' Pension Scheme is effective from 16.11.95 with a provision for retrospective application from 01.04.1993 in selective cases for outgoing members of the ceased Employees' Family Pension Scheme, 1971 and its beneficiaries during the period between 01.04.1993 to 15.11.1995. Members of the old scheme who died between 01-04-1993 and 16-11-1995 are deemed to have joined the new scheme and their beneficiaries are entitled for pension benefits under EPS, 1995.

BENEFITS

6.4 Employees' Pension Scheme, 1995 provides for the following benefits to the members and their families:

- i. Monthly member Pension
- ii. Permanent total disablement pension
- iii. Widow / widower pension
- iv. Children pension
- v. Orphan Pension
- vi. Disabled Children/orphan pension
- vii. Nominee Pension.
- viii. Pension to dependent father/mother.

6.5 Until the amendment made in the provisions of the scheme by the Government, the benefits of Return of Capital and commutation of Pension by exercising option, was also available to the members and their families. These benefits have been withdrawn w.e.f. 26.09.2008 after notification of the amendments to the EPS, 1995.

6.6 On a comparison, under the ceased Employees' Family Pension Scheme, 1971, only widow/widower pension was payable, in case of only death while in reckonable service and prior to completion of 60 yrs of age. In the absence of Widow or on cessation of Widow Pension, pension was payable to the eldest child up to the age of 25 years and then it was to pass on to the younger children, one at a time payable until they attained the age of 25 years. There was no provision for pension to member



and return of capital or commutation or disablement pension. At the time of leaving the service, the employee was entitled to withdrawal benefit only.

ELIGIBILITY

6.7 Superannuation/retirement pension under the Employees' Pension Scheme, 1995 will be payable on fulfilling:

- (i) Minimum 10 years of eligible service; and
- (ii) Attaining age of 58/50 years.

6.8 On cessation from employment before completing 58 years a member can opt for early pension. Such early pension can be availed only after completing 50 years of age and it will be subject to discounting factor at the rate of 4%(w.e.f. 26.09.2008) for every year falling short of 58 years. No pension will be payable to any member before attaining the age of 50 years. However, no such age restriction or eligibility requirement shall apply for pension entitlement in case of disablement or death of the member. Membership with one-month contribution will suffice in such cases.

6.9 The quantum of pension payable to a member on superannuation and/or exit from service on attaining the age of 58/50 years shall correspond to the period of pensionable service rendered by the member and his pensionable salary i.e., the last twelve months' average pay drawn by him at the time of exit.

6.10 Those retired after 16-11-1995, shall also have the benefit of past service pension for the period of their membership under the erstwhile Employees' Family Pension Scheme, 1971 as per table provided in Paragraph 12 (3) in the EPS,1995.

ADMINISTRATIVE SET UP



6.11 For implementing Employees' Pension Scheme, 1995 work norms have been designed to provide prompt and trouble free service to the pension fund members and pensioners. In all field offices Pension Wing has been constituted consisting of Pension Section, Pension (Pre Audit) Section, Pension Disbursement Section and a Database Creation Cell to exclusively look after the different work areas of Employees' Pension Scheme, 1995. A software, Computerized Employees' Pension Scheme (CEPS) has been exclusively developed and implemented in all field offices. As a result all functions like processing of pension claims, pension calculations, Pension Payment Order (PPO) generation, disbursement and reconciliation, generation of Management Information System reports and monitoring are computerized. During the year the organisation has taken up a comprehensive computerization project which envisages total computerization of the processes in a new network and web based platform with data being maintained in RDBMS software. These measures will revamp the existing software and hardware environment. The project would be launched in phases and would begin its trial run in identified offices. As per the existing arrangements for disbursement of monthly pension and other benefits, the Organization has entered into arrangement with Nationalized / Scheduled Commercial Banks, a list of which is given below. Arrangements have also been made with HDFC Bank, ICICI Bank, Axis Bank and Post offices to disburse pension and other benefits all over India.

LIST OF DISBURSING AGENCIES UNDER EMPLOYEES' PENSION SCHEME' 1995

1	Andhra Pradesh (Hyderabad and Guntur)	Andhra Bank Indian Bank State Bank of India
2.	Bihar	Bank of India Punjab National Bank
3	Chandigarh, Chattisgarh, Haryana, Himachal Pradesh, Ludhiana, N.E.R,	Punjab National Bank (Except NER) State Bank of India



	Uttrakhand and Uttar Pradesh	
4.	Delhi (North & South)	Indian Bank Punjab National Bank State Bank of India
5	Goa	Bank of India State Bank of India
6.	Gujarat (Ahmedabad and Vadodara)	Dena Bank State Bank of India
7.	Jharkhand	Bank of India Punjab National Bank Union Bank of India
8.	Kerala	Canara Bank Federal Bank Indian Bank Indian Overseas Bank North Malabar Gramin Bank State Bank of India Syndicate Bank
9.	Karnataka (Bangalore and Mangalore)	Canara Bank Vijaya Bank Corporation Bank State Bank of India State Bank of Mysore (Only Mangalore Region) Syndicate Bank
10	Maharashtra (Mumbai, Pune and Nagpur)	Bank of India Punjab National Bank State Bank of India Bank of Maharashtra (for Mumbai –I) Indian Bank
11	Madhya Pradesh	Punjab National Bank State Bank of India



12.	Orissa	Bank of India State Bank of India UCO Bank
13.	Rajasthan	Punjab National Bank State Bank of Bikaner and Jaipur
14.	Tamil Nadu (Chennai, Madurai and Coimbatore)	Indian Bank Indian Overseas Bank State Bank of India
15.	West Bengal (Kolkata)	Andaman & Nicobar State Cooperative Bank Ltd (A&N only) Punjab National Bank United Bank of India
16.	West Bengal (Jalpaiguri)	Punjab National Bank State Bank of India UCO Bank United Bank of India

HDFC Bank, ICICI Bank, AXIS Bank and Post offices are also authorized to disburse pension all over India.

PENSION IMPLEMENTATION COMMITTEE

6.12 The Executive Committee of the CBT has constituted a sub-committee designated as 'Pension Implementation Committee' to review the functioning of the Employees' Pension Scheme' 1995. The Committee consists of Chairman (Special Secretary, Ministry of Labour & Employment), 3 employers' representatives, 3 employees' representatives and Central Provident Fund Commissioner as member. The Committee considers all-important suggestions/proposals for amendment/improvement in the Scheme. The Committee has held 22 meetings so far.

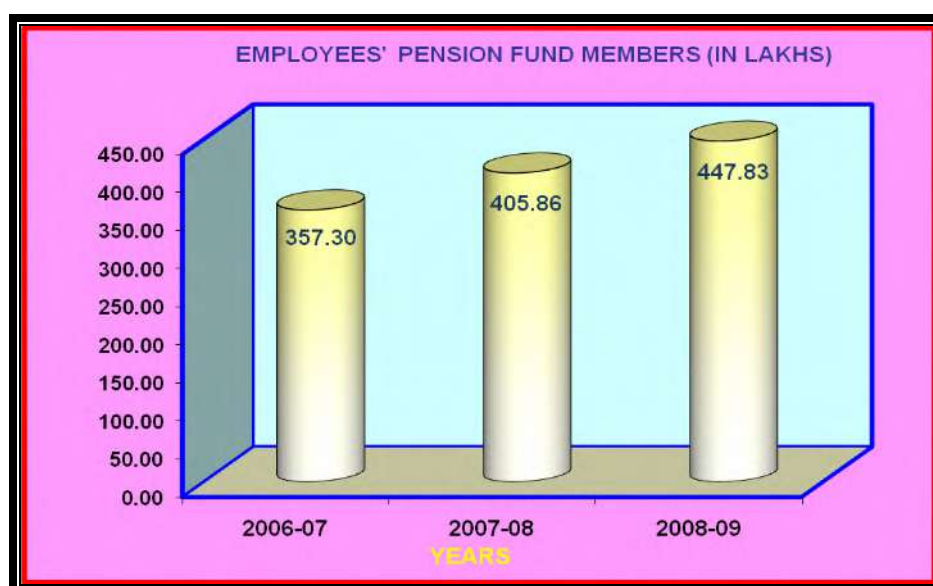
MEMBERS ENROLLED



6.13 The net addition during the year was **41,96,928** members. The details of enrollment of members are given in **Table –1** and represented in **Graph-1** below:-

TABLE –1	
ENROLMENT OF PENSION SCHEME MEMBERS	
	Members
As on 31.03.2007	35730290
As on 31.03.2008	40585860
As on 31.03.2009	44782788
Net addition over previous Year	4196928

GRAPH-1



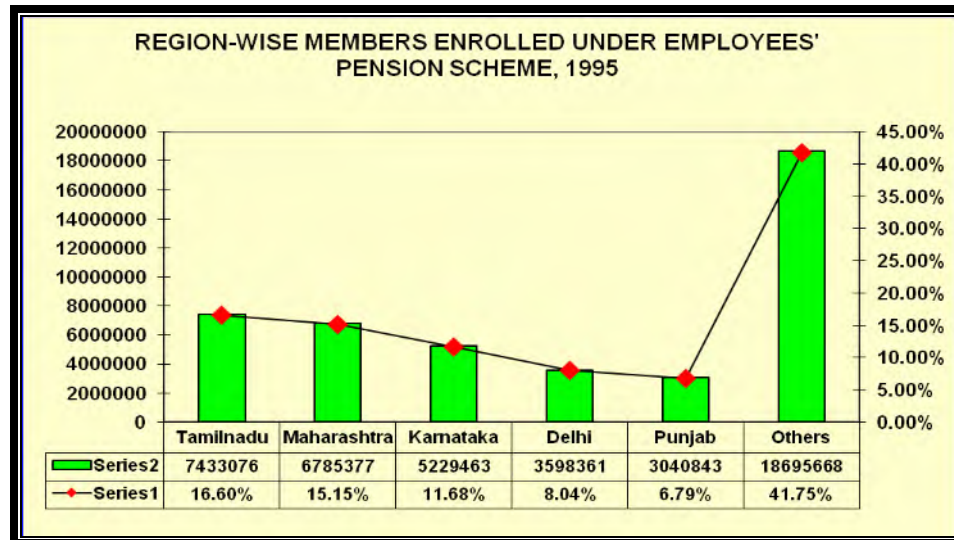
6.14 The State-wise position of members of Employees' Pension Scheme as on 31.03.2009, the members in the decreasing order is given in **Table –2** and represented in **Graph-2** below:-

TABLE - 2			
STATE WISE MEMBERSHIP UNDER EMPLOYEES' PENSION SCHEME, 1995			
Sl. No.	State	Number of Members	Percentage
1	Tamil Nadu	7433076	16.60%
2	Maharashtra	6785377	15.15%



3	Karnataka	5229463	11.68%
4	Delhi	3598361	8.04%
5	Punjab	3040843	6.79%
6	West Bengal	3223452	7.20%
7	Gujarat	2630794	5.87%
8	Andhra Pradesh	2544437	5.68%
9	Haryana	1492245	3.33%
10	Uttar Pradesh	1408063	3.14%
11	Madhya Pradesh	1372834	3.07%
12	Kerala	1365497	3.05%
13	Rajasthan	1208346	2.70%
14	Jharkhand	929871	2.08%
15	Orissa	590320	1.32%
16	Goa	584199	1.30%
17	Chhattisgarh	374460	0.84%
18	North East Region	343068	0.77%
19	Bihar	277892	0.62%
20	Uttrakhand	179814	0.40%
21	Himachal Pradesh	170376	0.38%
22	Total	44782788	100.00%

GRAPH -2



CONTRIBUTION RECEIVED

6.15 During the year under the report **Rs. 10487.78 crores** were received as Pension Fund contributions. Out of this Rs. **9320.56 crores** was Employers' share and **Rs.1167.22 crores** was contribution of the Central Government.

PENSION FUND

6.16 The ceased Employees' Family Pension Scheme 1971 mandated 1.16% of pay from employers and equivalent contribution by employees and the Central Government into Family Pension Fund. All accumulations so accumulated in the ceased Family Pension Fund formed the corpus of Pension Fund of the Employees' Pension Scheme, 1995. The Scheme is financed by diversion of 8.33% of wages from the employer's share of the Provident Fund contribution. In the new scheme no additional contribution is payable either by the employer or the employee for the Pension Fund. Further the Central Government also contributes at the rate of 1.16% on the wages paid and credit the contribution to the Employees' Pension Fund. As on 31.03.2009, the corpus (Securities + Public Account) stood at **Rs. 1,08,578.28 crores**.

6.17 Following table shows the position relating to the corpus and total pensioners of the last three years.



Year	Corpus (Rs. in crores)	No. of pensioners (including EFPS, 1971)-Cumulative
2006-07	81606.22*	2653181
2007-08	94101.42	2952622
2008-09	108578.28	3246131

* Revised

INVESTMENT OF PENSION FUND

6.18 The Scheme provides for investment of the Pension Fund as per pattern indicated below:

Family Pension corpus as on 15.11.1995 and the Central Government contribution from 16.11.1995 onwards shall be invested in the public account of the Government of India.

Other accretions to the Pension Fund shall be invested as per pattern prescribed by the Government from time to time.

6.19 The investment of Pension Fund during the year 2008-09 and total corpus of Pension Fund as on 31.03.2009 are given in the **Tables – 3 & 4 :-**

TABLE –3	
TOTAL CORPUS OF PENSION FUND	
	(Rs. in Crores)
Net Investment in Securities as on 31.03.2008	57292.36
Add: Net Investment during the year	10072.75
Net Investment in Securities as on 31.03.2009	67365.11
Deposit in Public Account as on 31.03.2008	36809.06
Add: Government contribution	1167.22
Add: Interest received during the year	3236.89
Balance in Public Account as on 31.03.2009	41213.17
Total Corpus (Securities + Public Account) as on 31.03.2009	108578.28



TABLE-4			
Category wise investments of the Pension Fund		(Rs. In Crores)	
1.	Central Govt. Securities.	24943.59	22.97 %
2.	(a) State Govt.	14668.42	13.51 %
	(b) Govt. Guaranteed Securities	1630.05	1.50 %
3.	Special Deposit Scheme	1400.52	1.29 %
4.	Public Sector Financial Institutions/Undertakings (including Private Sector bonds/securities).	24722.53	22.77 %
5.	Public Account	41213.17	37.96 %
TOTAL		108578.28	100.00 %

ARREAR MANAGEMENT (PENSION FUND UNEXEMPTED SECTOR)

6.20 The total arrears of Pension Fund contributions and other statutory dues for the year 2008-09 for recovery was **Rs. 1018.91 crores** out of which **Rs. 247.25 crores** were recovered leaving behind outstanding arrears of **Rs.771.66 crores**.

6.21 The details of the arrears under the Employees' Pension Fund and other dues during the period 2008-09 are given in **Table-5**

TABLE – 5			
ASSESSED ARREARS UNDER EPS' 95 SCHEME IN UNEXEMPTED SECTOR (in Rs Lakhs)			
Regions	Workload	Collection Made	Closing Balance as on 31.03.2009
Delhi North	796.51	148.41	648.10
Delhi South	422.31	105.38	316.93
Haryana	2507.08	776.98	1730.10
Himachal Pradesh	374.99	17.84	357.15
Chandigarh	1423.51	250.53	1172.98
Ludhiana	1311.78	306.58	1005.20
Uttar Pradesh	4967.13	585.61	4381.52
Uttarakhand	260.89	21.22	239.67
NORTH ZONE	12064.20	2212.55	9851.65



Bihar	1846.15	102.90	1743.25
Jalpaiguri	2338.63	533.76	1804.87
Kolkata	2373.35	633.19	1740.16
Jharkhand	1648.60	524.34	1124.26
Orissa	7589.16	1038.17	6550.99
North east region	1091.10	311.10	780.00
EAST ZONE	16886.99	3143.46	13743.53
Bangalore	4034.79	1847.39	2187.40
Mangalore	2351.95	804.07	1547.88
Guntur	2979.58	847.63	2131.95
Hyderabad	2748.31	708.91	2039.40
Kerala	7194.74	1967.31	5227.43
Chennai	3292.63	1577.85	1714.78
Coimbatore	5067.33	1052.27	4015.06
Madurai	3517.21	612.87	2904.34
SOUTH ZONE	31186.54	9418.30	21768.24
Chhattisgarh	1589.77	614.96	974.81
Goa	287.94	164.90	123.04
Ahmedabad	6803.60	1045.27	5758.33
Vadodara	2107.45	712.88	1394.57
Mumbai - I [Bandra]	6181.57	947.59	5233.98
Mumbai – II [Thane]	1519.75	110.91	1408.84
Nagpur	6576.73	1414.49	5162.24
Pune	4860.32	847.40	4012.92
Madhya Pradesh	10072.61	3765.47	6307.14
Rajasthan	1753.98	326.81	1427.17
WEST ZONE	41753.72	9950.68	31803.04
Total	101891.45	24724.99	77166.46

Note: The figures include 7Q, 14B and administration charges

ACTIONS TAKEN AGAINST DEFAULTERS

6.22 Prosecution cases under Section 14 of the Act were filed against the employers who failed to deposit the contributions. As against a workload of 16771 cases for disposal, **856** cases were decided during the year, the region-wise details of which are given in [Appendix A-15](#).



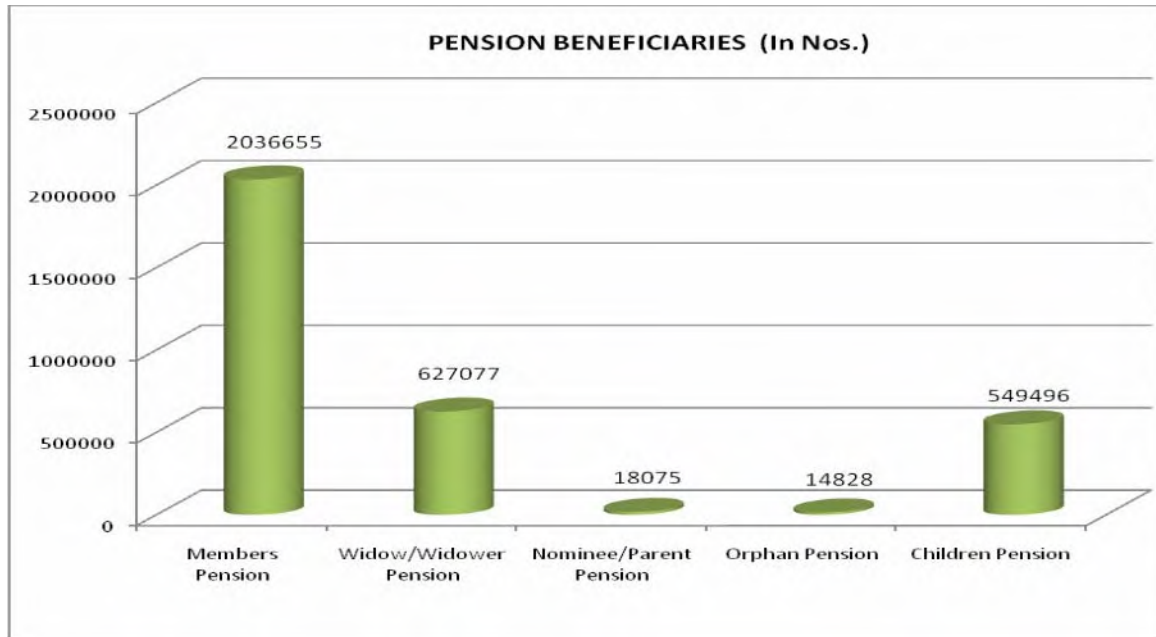
6.23 Out of a workload of **71708** recovery certificates issued for initiating recovery actions under Section 8 of the Act, involving an amount of **Rs. 873.69** crores, an amount of **Rs. 114.07** crores were realized through execution of **18400 cases**. At the end of the year, **53308** cases were pending involving a sum of **Rs. 759.62** crores.

PENSION BENEFICIARIES

6.24 The classification of the beneficiaries under Employees' Pension Scheme, 1995 as on 31.3.2009 is given in **Table-6** and represented in **Graph-3** below:-

TABLE -6		
PENSION BENEFICIARIES		
i) Members Pension		
(a)	Early Pension (50-57 years)	1345266
(b)	Superannuation Pension	689599
(c)	Disablement Pension	1790
Sub-Total		2036655
ii) Widow/Widower Pension		
(a)	Death in Service	535793
(b)	Death away from Service	91284
Sub-Total		627077
iii) Nominee Pension		8059
iv) Parent Pension		10016
v) Orphan Pension		14828
vi) Children Pension		549496
Sub Total		582399
Grand Total		3246131

GRAPH-3



6.25 The aforesaid figures include widow/widower pensioners and children pensioners drawing pension under the ceased Employees' Family Pension Scheme, 1971.

6.26 The region-wise classification of beneficiaries under Employees' Pension Scheme, 1995 as on 31.03.2009 is given at [Appendix-A-16\(i\)](#).

SETTLEMENT OF PENSION CLAIMS (ALL BENEFITS OTHER THAN MONTHLY PENSION CLAIMS)

6.27 Details of all benefit claims sanctioned under the Employees' Pension Scheme, 1995, year-wise for the past three years are given in [Table -7](#).

TABLE -7				
PENSION CLAIMS (ALL BENEFITS OTHER THAN MONTHLY PENSION CLAIMS)				
		2006-07	2007-08	2008-09
	TOTAL WORKLOAD	2695681	2955671	3762070
2.	Claims returned for rectification of defects	581255	604416	722811
3.	Claims rejected being ineligible	112942	87817	116088
	NET WORKLOAD {1- (2+3)}	2001484	2263438	2923171
5.	Claims settled	1928898	2095249	2659214



6.	Percentage of Claims settled to net workload	96.37 %	92.57 %	90.97 %
7.	Claims pending at the close of the year	72586	168189	263957
8.	Percentage of pendency to net workload	3.63%	7.43%	9.03 %

6.28 It would be seen from [Table-7](#) that **26.59 lakhs** claims under EPS' 95(all benefits were settled as against **20.95 lakhs** claims settled during the previous year. The region-wise position of claims settled (other than monthly pension claims) under EPS'95 is given in [Appendix-A-16 \(ii\)](#).

SETTLEMENT OF MONTHLY PENSION CLAIMS

6.29 Details of monthly pension claims sanctioned under the Employees' Pension Scheme, 1995, year-wise for the past three years are given in [Table –8](#).

TABLE –8				
MONTHLY PENSION CLAIMS				
		2006-07	2007-08	2008-09
	TOTAL WORKLOAD	597161	586958	663385
2.	Claims returned for rectification of defects & resubmission	180023	169568	188735
3.	Claims rejected being ineligible	10791	9242	7406
	NET WORKLOAD	406347	408148	467244
5.	Claims settled	362668	353783	410376
	Percentage of claims settled to net workload	89.25%	86.68%	87.83 %
7.	Claims pending at the close of the year	43679	54368	56868
8.	Percentage of pending closing balance to net workload	10.75%	13.32%	12.17%

6.30 The region-wise data on settlement of monthly pension cases are given in [Appendix-A-17](#).



VALUATION OF PENSION FUND

6.31 Para 32 of Employees' Pension Scheme, 95 states that Central Government shall appoint a valuer for Annual Valuation of the Employees' Pension Fund. Accordingly, when the Employees' Pension Fund so permits the Central Government may alter the rate of contributions payable, scale of any benefit admissible and periods for which such benefits be given.

VALUATION OF PENSION FUND AS PER PARA 32 OF EMPLOYEES' PENSION SCHEME, 1995

6.32 The results and the recommendations of the eight Valuations of Pension Fund done so far are as follows:-

Valuation	Period of Valuation	Name of the Valuer	Recommendations	Date of Submission of report	Surplus/ deficit (Rs. in crores)
1 st Valuation	16.11.95 to 15.11.96	Sh.Bhudev Chatterjee	<ul style="list-style-type: none"> Valuer recommended 4% pension relief. 	30.04.1998	1689
2 nd Valuation	16.11.96 to 31.03.98		<ul style="list-style-type: none"> Valuer recommended pension relief of 4% plus proportionate increase for excess period. Relief declared @ 5.5% . 	30.03.1999	1239
3 rd Valuation	01.04.98 to 31.03.99	Sh.Bhudev Chatterjee	<ul style="list-style-type: none"> Recommended pension relief of 4%. Recommended minimum widow pension @ Rs. 450/-p.m.; minimum children pension @ 150/- p.m. and minimum orphan pension @ Rs. 250/- p.m. 	04.01.2001	732



4 th Valuation	01.04.99 to 31.03.00		<ul style="list-style-type: none"> Recommended pension relief of 4%. Commutated value, ROC Value, Table for withdrawal benefits to be reduced taking note of reducing interest rates. 	20.08.2001	70
5 th Valuation	01.04.00 to 31.03.01	M/s. K.A.Pandit	<ul style="list-style-type: none"> The retirement age for member may be increased from 58 to 60 years. To revise Table B and D. Increase in reduction rate from 3% to 5% in early pension cases. 	November, 2003	-43
6 th Valuation	01.04.01 to 31.03.02			November, 2003	-17136
7 th Valuation	01.04.02 to 31.03.03			12.08.2004	-19291
8 th Valuation	01.04.03 to 31.03.04	M/s. K.A.Pandit	<ul style="list-style-type: none"> Liberal pattern of investment may be allowed to increase the return. Withdrawal under the scheme need to be controlled. 	25.4.2005	-22021

REVIEW REPORT BY PANEL OF ACTUARIES ON THE VALUATION REPORTS BY VALUER EMPLOYEES' PENSION SCHEME, 1995

6.33 The results & the recommendations of the two revaluations done so far are as follows:-

Revaluation	Period of Valuation	Names of the Actuaries in the Panel	Recommendations	Date of Submission of report
1 st	16.11.1995 to 15.11.1996	Sh. Debabrata Basu & Sh. Liyaquat Khan	<ul style="list-style-type: none"> Did not agree with the concept of pension relief. Though agreed to enhancement of benefits @ 4% showed favour to slightly lesser increase so as to provide for margin for future adverse experience. Recommended outgo of benefits from Public Account as to maximize yield. 	31.8.1998



			<ul style="list-style-type: none"> ▪ Clearly recommended that any enhancement of benefit should be out of emergent surplus only. 	
2 nd	01.04.1999 to 31.03.2000	Sh. N.R. Kapadia & Sh. R. Ramakrishnan	<ul style="list-style-type: none"> • Reported need for bringing down the pension relief. • Commented that granting of increase of 4% cannot even be imagined. • Recommended putting in place a viable system of funding additional liability arising out of increase in wage ceiling. Till then future wage ceiling to be frozen. • Recommended Pensionable Salary to be defined as the average salary of the last 60 months of salary or last 36 months of salary of the service. • Recommended increase in reduction factor (for reduced pension) to not less than 5% per annum. 	8.10.2003

GRANT OF EXEMPTION UNDER EPS'95

6.34 Section 17 (1-C) provides that the appropriate Government may, by notification in the Official Gazette, and subject to the condition on the pattern of investment of pension fund and such other conditions as may be specified therein, exempt any establishment or class of establishments from the operation of Pension Scheme if the employees of such establishment or class of establishments are either members of any other pension scheme or proposed to be members of such pension scheme, where the pensionary benefits are at par or more favorable than the Pension Scheme under the Act.

6.35 Para 39 of the Employees' Pension Scheme, 1995 further provides for grant of exemption from the operation of the statutory scheme, if the employees are either members of any other Pension Scheme or propose to be members of a Pension Scheme



wherein the Pensionary benefits are at par or more favourable than the benefits provided under the statutory scheme.

6.36 The employer of the concerned establishments seeking exemption need to submit the exemption application together with Pension Scheme of the establishment and other prescribed documents to the Regional Provident Fund Commissioner-in-charge of the Sub-Regional/Regional Office under whose jurisdiction the establishment is covered under the EPF & MP Act, 1952. The RPFC is required to scrutinize the application in the prescribed manner and submit it to the CPFC. On being satisfied that the pensionary benefits provided in the establishments' pension scheme are at par or more favourable than the benefits provided under the statutory scheme and also other terms and conditions governing grant of exemption are fulfilled, the CPFC shall forward the exemption proposal along with his recommendations to the appropriate Government for decision. The appropriate Government shall issue a notification granting exemption or otherwise issue an appropriate order rejecting the exemption application. The exemption may be granted with certain conditions. The exemption will be liable to be cancelled for violation of any of the above conditions.

6.37 Subject to the conditions, M/s. Tata Motors (TELCO), M/s. Oil India Ltd and M/s. Malaysian Airlines have been given exemption vide Central Government Order dated 22-4-1999, 9.12.2002 and 2.12.1999 respectively.

INTERNATIONAL SOCIAL SECURITY AGREEMENTS

6.38 Due to the global demographic pressures coupled with the impact of globalisation and free market economy, India has been witnessing a huge movement of Labour, in and out of India. This migration may be of short to medium term duration with generally migrants returning to their home country after completing the employment period. The migration of Indian employees is driven by the following forces:



- At present 54% of the population of India is in the age group of below 25 years.
- By 2020 India will be the world's youngest nation with the working population of about 820 million.
- Whereas, most of the nations in the developed world is ageing.
- In order to sustain their growth level the developed world may have to depend upon the human capital from India.
- India is likely to become a major source of migrant professionals due to its vast reservoir of technically qualified manpower in sectors like Information Technology, Engineering, Health, Finance and Management.

6.39 Similarly, the opening up of the economy and resultant spurt in the Foreign Direct Investments/Foreign Institutional Investments/Foreign collaborations witness the posting of substantial foreign employees in their Indian Associates. Further, the direct recruitment of foreign experts by Indian companies in some fields adds to the numbers.

6.40 As described above, since this labour mobility is two way in many categories of establishments where EPF & MP Act, 1952 applies, it is a cause of concern to:

- Avoid double coverage/non coverage.
- Provide for totalisation of Social Security Rights earned during the employment in the host country and
- Ensure portability of Social Security Rights of migrating workers on a reciprocal basis.

6.41 The initiative made in this regard by the Government of India has led to negotiating Social Security Agreements on bi-lateral basis. While agreements have already been signed with the Kingdom of Belgium, Germany and France, negotiation is on with The Netherlands, Norway, Sweden, Hungary, Bulgaria, The Czech Republic, The Republic of Cyprus, Australia, USA etc.



6.42 EPFO has been coordinated, duly identified as the liaison agency in India. Also, as a competent agency EPFO is required to implement the provisions of the agreements in respect of all the employees covered/coverable under the purview of EPF & MP Act, 1952.

6.43 Social Security agreements have many-fold advantages.

- The employees need not remit Social Security contribution in the host country during their short –term assignment (being a detached worker under the agreement) and hence are saved from a payment that would not get them the benefits.
- Export of pension due under the legislation of one country to any country, where the member might choose to live, is possible.
- Totalisation of the “Right to Social Security”, earned while in service in the host country, is possible under certain circumstances.
- The employers are also saved from making double social security contribution, thereby enhancing the competitiveness of their products and services.

Special provisions in respect of International Workers

6.44 To accommodate the provisions of the bi-lateral Agreements the Government of India has entered into, an enabling provision has been made in the in the Schemes w.e.f 01-10-2008.



CHAPTER 7

EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME 1976

Employees' Deposit Linked Insurance Scheme, 1976 came into force from 1st August 1976. The scheme is supported by a nominal contribution by the employers. No contribution is payable by the employee for availing the insurance cover. Family/dependents of deceased members are entitled to payment upto a maximum of Rs. 60,000/- linked to the provident fund balance at credit of the deceased member.

APPLICATION AND COVERAGE

7.2 Employees' Deposit Linked Insurance Scheme, 1976 is applicable to all factories/establishments to which the EPF & MP Act, 1952 applies. All the employees who are members of the provident fund are members of this Scheme.

BENEFITS UNDER THE SCHEME

7.3 On the death of an employee, while in service, who is a member of the Employees' Provident Fund or the Exempted Provident Fund, the persons entitled to receive the provident fund accumulations will be paid an additional amount equal to the average balance in the provident fund account of the deceased during the preceding 12 months wherever the average provident fund balance is less than Rs. 35,000/-. In case the average balance in Provident Fund exceeds Rs. 35,000/-, the amount payable will be Rs. 35,000/- plus 25% of the average balance in excess of Rs.35,000/- subject to ceiling of Rs.60,000/-

CONTRIBUTIONS RECEIVED

7.1

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7.4 While the employee members are not required to contribute to the Insurance Fund, the employers are required to pay contributions to the Insurance Fund at the rate of 0.5% of pay i.e. basic wages, dearness allowance including cash value of food concession and retaining allowance, if any. During the year a sum of **Rs 368.40 crores** comprising of employers contribution was received as against Rs.308.44 crores in the previous year.

ADMINISTRATIVE & INSPECTION CHARGES

7.5 The employers of all covered establishments are required to pay administrative charges to the Insurance Fund for meeting the expenses. The rate of administrative charges is 0.01% of basic wage, dearness allowance including cash value of food concession and retaining allowance, if any, with effect from October 1, 1987 subject to a minimum of Rs. 2/- per month.

7.6 The employees of covered establishments granted exemption under the EDLI Scheme are required to pay the inspection charges @ 0.005% of basic wage, dearness allowance including cash value of food concession and retaining allowance, if any with effect from 15th January 1989 subject to a minimum of Rs.1 per month. During the period under the report, **Rs. 14.00 crores** has been received as administrative, inspection charges & penal damages from the covered establishments as against a sum of Rs.12.03 crores during the previous year.

INVESTMENT

7.7 Upto 1996-97, contributions received in the "Insurance Fund" were kept in the Public Account. The accretions after making payments, due on account of benefits is transferred to the investment account. The corpus invested in the Public Account continues to be invested in Public Account. The rate of interest on such accumulations in the Public Account is 8.5%. From 1997-98 onwards net accretions are being invested as per prescribed investment pattern.

EDLI INVESTMENT CORPUS

7.2



7.8 The total investment of EDLI accumulations in respect of un-exempted establishments as on 31.03.2009 amounted to **Rs. 7155.33 crores** at Face Value. The net investment made during the year was Rs. 877.11 crores as against Rs. 744.68 crores during the previous year.

- a. Total Investments as on 31.03.08 Rs. 6,278.22 Crores.
- b. Net addition in Investments at Face Rs. 877.11 Crores.
value during the year:
- c. Total Investments as on 31.03.2009 Rs. 7155.33 Crores
(At face value)

Total Corpus of the EDLI Fund		(Rs. In Crores)
A. Investment in Securities		
Net Investment in securities as on 31.03.2008		2034.84
ADD: Net Investment during 2008-09		516.42
Net Investment in securities as on 31.03.2009		2551.26
B. Investment in Public Account		
Deposit in Public Account as on 31.03.2008		4243.38
ADD: Interest received during 2008-2009		360.69
Balance in Public Account as on 31.03.2009		4604.07
Total Investment Corpus (Security + Public A/c) as on 31.03.2009		7155.33

Category wise Corpus of the EDLI Fund as on 31.03.2009			
	Category of Investment	Amount invested (Rs. in crores)	%Age
1.	Central Govt. Securities.	846.23	11.83 %
2.	(a) State Govt.	645.45	9.02 %
	(b) Govt. Guaranteed Securities	37.44	0.52 %
3.	Special Deposit Scheme	2.50	0.03 %
4.	Public Sector Financial Institutions/Undertakings (including Private Sector bonds/securities).	1019.64	14.25 %

7.3

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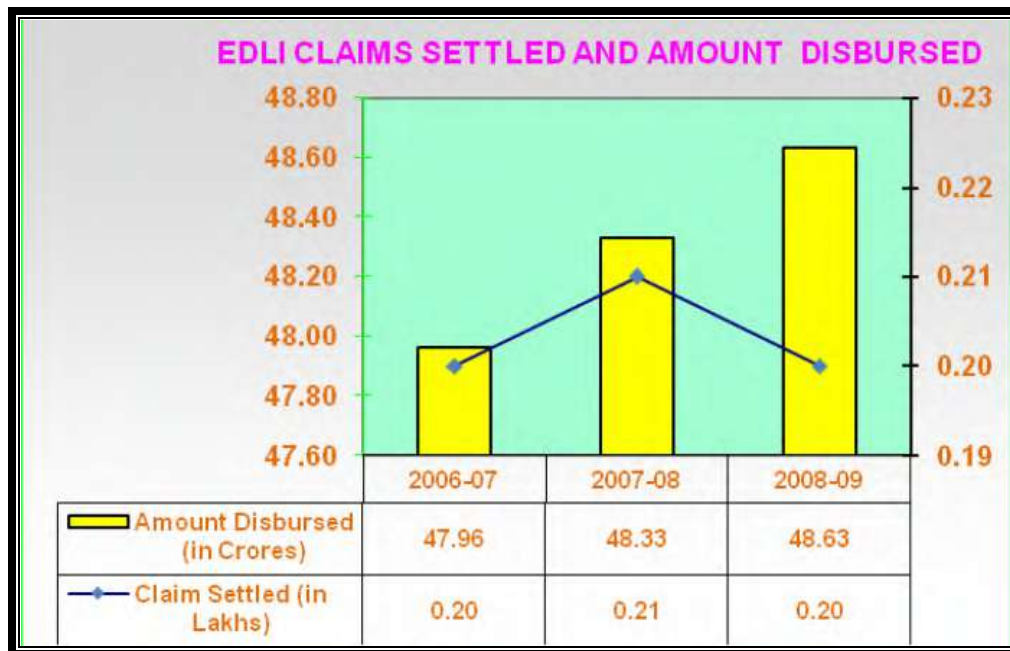


5.	Public Account	4604.07	64.35 %
TOTAL		7155.33	100.00 %

SETTLEMENT OF CLAIMS

7.9 During the year, benefits were extended to **20455** claimants. **2263** claims were pending for disposal at the end of the year. Number of claims settled region-wise and amount disbursed is given at **Appendix-A-18** and represented in **Graph-1** below:-

GRAPH-1



ARREAR MANAGEMENT (EDLI FUND UNEXEMPTED SECTOR)

7.10 During the year an amount of Rs. **55.64** crores was outstanding as arrears of Employees Deposit Linked Insurance contributions from employers. Administration and Inspection charges outstanding at the end of the year amounted to Rs. **4.39** crores.

7.11 The details of the arrears under the Employees' Deposit Linked Insurance Schemes and other statutory dues during the period 2008-09 are given in **Table-1**

7.4



TABLE 1			
ARREARS UNDER EDLI SCHEME IN UNEXEMPTED SECTOR			(in Rs Lakhs)
Regions	Workload	Amount realised	Closing Balance as on 31.03.2009
Delhi North	48.77	9.19	39.58
Delhi South	27.59	6.59	21.00
Haryana	390.15	75.87	314.28
Himachal Pradesh	71.79	40.32	31.47
Chandigarh	111.20	14.01	97.19
Ludhiana	197.07	83.39	113.68
Uttar Pradesh	300.92	35.85	265.07
Uttarakhand	26.95	11.60	15.35
NORTH ZONE	1174.44	276.82	897.62
Bihar	165.49	55.11	110.38
Jalpaiguri	133.97	32.70	101.27
Kolkata	225.84	44.64	181.20
Jharkhand	81.11	22.06	59.05
Orissa	675.86	78.82	597.04
North East Region	107.77	47.74	60.03
EAST ZONE	1390.04	281.07	1108.97
Bangalore	687.86	254.69	433.17
Mangalore	199.64	71.99	127.65
Guntur	200.48	53.31	147.17
Hyderabad	222.14	47.77	174.37
Kerala	486.42	114.12	372.30
Chennai	253.10	118.99	134.11
Coimbatore	436.83	73.87	362.96
Madurai	189.10	38.00	151.10
SOUTH ZONE	2675.57	772.74	1902.83
Chhattisgarh	152.82	33.31	119.51
Goa	20.20	10.97	9.23
Ahmedabad	161.71	44.61	117.10
Vadodara	137.28	46.20	91.08
Mumbai - I [Bandra]	328.37	20.26	308.11
Mumbai - II [Thane]	311.45	197.05	114.40
Nagpur	890.19	285.96	604.23
Pune	287.92	89.09	198.83
Madhya Pradesh	688.36	262.22	426.14
Rajasthan	125.02	19.62	105.40

7.5

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WEST ZONE	3103.32	1009.29	2094.03
Total	8343.37	2339.92	6003.45

NOTE : The Arrears include 7Q, 14B and Administration Charges

ACTIONS TAKEN AGAINST DEFAULTERS

7.12 Prosecution cases under Section 14 of the Act were filed against the employers who failed to deposit the contributions. As against a workload of **17485** cases for disposal, **856** cases were decided during the year. Of the cases decided, in **249** cases conviction were ordered, **58** cases were acquitted. **256** cases were withdrawn and **293** cases were discharged. The region-wise data of prosecution cases launched is given in [Appendix-A-19](#).

7.13 Out of a workload of **70,881** Recovery Certificates issued for initiating recovery action under Section 8 of the Act, involving an amount of **Rs. 66.17 crores**, an amount of **Rs. 8.89 crores** were realized through execution of **18533** certificates. At the end of the year **52348** cases involving a sum of **Rs. 57.28** crores were pending.

EXEMPTION FROM THE SCHEME

7.14 On the request of the employer, the Central Provident Fund Commissioner is empowered to grant the exemption, under section 17 (2A) of the Act, to any establishment from the operation of all or any of the provisions of the Insurance Scheme, if the employees of such establishments, without making any separate contribution or payment of premium, are in enjoyment of benefit in the nature of life insurance, whether linked to their deposits in provident fund or not, and such benefits are more favourable to such employees than the benefits admissible under the insurance scheme. **653** establishments have been granted exemption from the Scheme during this year as compared to 549 establishments during the previous year.



CHAPTER 8

ADMINISTRATIVE ACCOUNTS

The expenditure in administering the Employees' Provident Fund as provided in Para 54 of EPF Scheme, 1952 is met from the levy of Administrative charges and Inspection charges at the prescribed rate from the employers of un-exempted and exempted establishments respectively. Para-39 and para-38 of the Employees' Provident Fund Scheme, 1952 stipulates that the employer of the establishments complying with the Employees' Provident Funds Scheme, 1952 as an un-exempted establishment should pay administrative charges. Section 17(3) of the Act stipulates the payment of Inspection charges by the exempted establishments every month.

8.2 Taking into account the resources of the Fund and meeting the expenditure for running the Scheme, the Central Board of Trustees, EPF recommends a rate that may be levied as Administrative/Inspection charges from the employer. On the recommendation of the Central Board, the rates of Administrative charges and Inspection charges are fixed by the Central Government and notified in the official Gazette.

8.3 The rate of Administrative charges and Inspection charges fixed by the Central Government from time to time is as under: -

ADMINISTRATIVE CHARGES PAYABLE BY THE EMPLOYERS OF UN-EXEMPTED ESTABLISHMENTS		
Period	Rate	Reckoned on
01.11.1952 to 31.12.1962	3%	Total employers' and employees' contributions.
01.01.1963 to 30.09.1964	3%	Total employer's and employees' contributions payable @ 6.25%.
	2.4%	Total employer's and employees' contributions payable @ 8%.
01.10.1964 to 30.11.1978	0.37%	On total pay on which contributions are payable.

8.1



01.12.78 to 30.09.1986	0.37%	On total pay on which contributions are payable. Minimum Administrative charges payable per month per establishment was Rs. 5/-.
01.10.1986 to 31.07.1998	0.65%	On total pay on which contributions are payable. Minimum Administrative charges payable per month per establishment was Rs. 5/-.
01.08.1998 onwards	1.10%	On total pay on which contributions are payable. Minimum Administrative charges payable per month per establishment is Rs. 5/-.

INSPECTION CHARGES PAYABLE BY THE EMPLOYERS OF EXEMPTED ESTABLISHMENTS		
Period	Rate	Reckoned on
01.11.1952 to 31.12.1962	0.75%	On total employees' and employer's contributions payable @ 6.25%.
01.01.1963 to 30.09.1964	0.75%	On total employees' and employer's contributions payable @ 6.25%.
	0.60%	On total employees' and employer's contributions payable @ 8%.
01.10.1964 to 31.07.98	0.09%	On total pay on which contributions are payable.
01.08.1998 onwards	0.18%	On total pay on which contributions are payable.

8.4 The Income and Expenditure of Administration Account for the year 2008-09 relating to Employees' Provident Fund Scheme, 1952 is as below:

INCOME & EXPENDITURE ACCOUNT		(Rs. in Crores)
INCOME:		
A	Administrative, Inspection Charges & Penal Damages (including 7Q interest)	1501.58
B	Interest on Investments	293.00
C	Receipts from other accounts	14.38
D	Miscellaneous receipts	19.69
TOTAL		1828.65
EXPENDITURE:		
A	Revenue Expenditure	801.57
B	Capital Expenditure Appropriation	0.00
C	Building Maintenance Expenditure Appropriation	(-)8.17
D	Payments to other Accounts	8.10
TOTAL		801.50
Excess of Income over Expenditure		1027.15

8.2

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ADMINISTRATIVE REVENUE OF THE ORGANISATION

8.5 During the year 2008-09, the details of Administrative Revenue collected from the employers by the EPF Organisation in respect of Employees' Provident Fund Scheme, 1952 and Employees' Deposit Linked Insurance Scheme, 1976 is as detailed below:

ADMINISTRATIVE /INSPECTION CHARGES AND PENAL DAMAGES RECEIVED FROM ESTABLISHMENTS				
(Rs. In Crores)				
	Scheme	EPF SCHEME	EDLI SCHEME	TOTAL
1	ADM. CHARGES	1418.71	11.80	1430.51
2	Inspection Charges	73.25	2.01	75.26
3	Penal Damages (Including 7Q Interest)	9.62	0.19	9.81
	TOTAL	1501.58	14.00	1515.58

8.3

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CHAPTER 9

HUMAN RESOURCE MANAGEMENT

Human resources management is an important function in EPFO in view of the large set up of the Organization and diverse line and staff functions. The organizational structure and job responsibilities require a very dynamic approach for provisioning of manpower. EPFO follows various policy guidelines issued by the Department of Personnel Training, Government of India to manage its manpower resources for procurement and later for imparting training. With its service orientation, manpower requirement has been very critical for the Organization to enable it to deliver services and achieve the objectives. During the year 2008-2009, additional sanction of manpower was received from the CBT, EPF in its 184th meeting held on 11.11.2008 on the recommendation of the sub-Committee on XLRI report. As a consequence there was a marked increase in the total sanctioned staff strength of the Employees' Provident Fund Organization including officers and staff as on 31.3.2009, which stood at **25,809, which** was 23430 in the previous year. The group wise position of sanctioned officers and staff strength vis-à-vis officers and staff in position as on 31.03.2009 is given in **Table-1** below:-

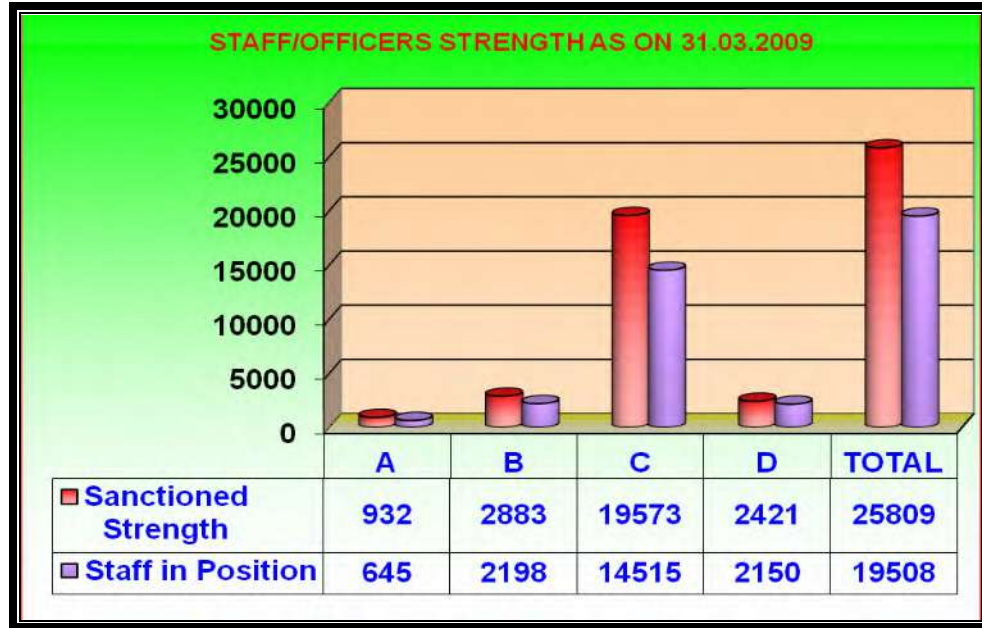
TABLE-1		
STAFF/OFFICERS STRENGTH AS ON 31.3.2009		
Group	Sanctioned strength	Staff in position
A	932	645
B	2883	2198
C	19573	14515
D	2421	2150

9.1

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Total	25809	19508
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GRAPH -1

9.2 The growth of staff strength during the last three years may be appreciated in **Table-2** below:

TABLE-2			
GROWTH OF STAFF STRENGTH IN LAST THREE YEARS			
Group	2006-07	2007-08	2008-09
Group A	602 (685)	618 (735)	645 (932)
Group B	1988 (2241)	1971 (2260)	2198 (2883)
Group C	14747 (17998)	14418 (18014)	14515 (19573)
Group D	2173 (2420)	2130 (2421)	2150 (2421)
Total	19510 (23344)	19137 (23430)	19508 (25809)

(Figures in bracket show the sanctioned strength)

9.2

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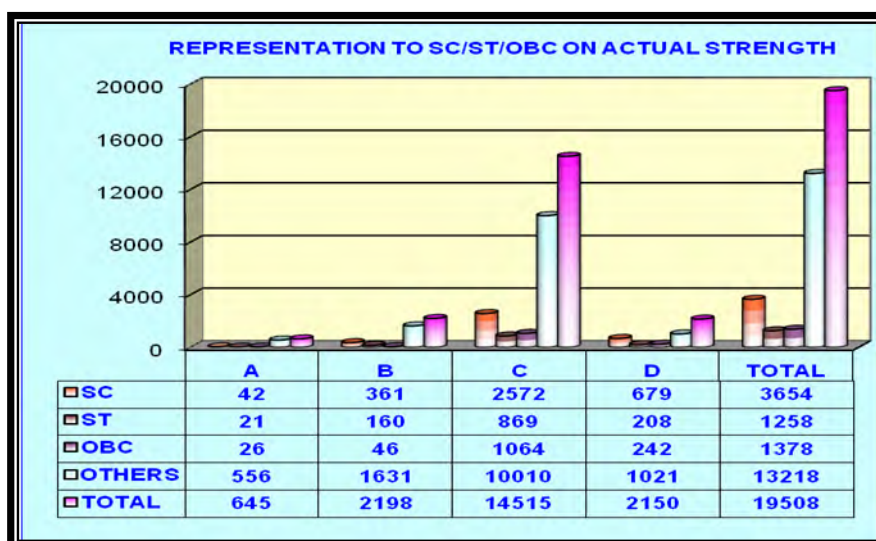


9.3 The detailed region-wise position of the sanctioned staff/officers vis-à-vis staff/officers in position during 2008-2009 is given in [Appendix A-20](#), [A-21](#), [A-22](#) and [A-23](#).

9.4 Employees' Provident Fund Organisation has implemented the reservation policies for SC/ST/OBCs as per instructions received from Department of Personnel & Training, Government of India from time to time in Direct Recruitment as well as Departmental Promotion posts. With effect from 2nd July 1997, post-based rosters have replaced the vacancy-based rosters. Group wise position of SC/ST/OBC strength in the Employees' Provident Fund Organisation is given in [Table-II](#) and represented in [graph-2](#) below: -

TABLE II								
OFFICERS/STAFF IN TERMS OF RESERVATION AS ON 31.3.2009								
Group	Sanctioned Strength	In Position	Reservation					
			SC		ST		OBC	
			Sanctioned	In Position	Sanctioned	In Position	Sanctioned	In Position
A	932	645	70	42	36	21	74	26
B	2883	2198	385	361	171	160	222	46
C	19573	14515	2681	2572	1245	869	1512	1064
D	2421	2150	338	679	136	208	364	242
TOTAL	25809	19508	3474	3654	1588	1258	2172	1378

GRAPH -2



9.3

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Compassionate Appointments

9.5 Opportunities to Group - C and Group - D staff have also been provided by allowing employment to the eligible and dependent family members of the deceased/disabled employees of the organization. The following compassionate appointments were made during the 2008-2009:-

Group - C - 15

Group - D - 24

9.6 Human Resource Management division has also issued guidelines and circulars on various policy matters based on the instructions issued by the Government of India and on the approval of Central Board of Trustees / Executive Committee of Central Board of Trustees, Employees' Provident Fund from time to time for guidance of the field offices and training institutes.

TRAINING & DEVELOPMENT

National Academy for Training & Research in Social Security (NATRSS)

9.7 Training is an essential component in the overall strategy of efficient and cost effective service. The Estimates Committee in its 78th Report presented to the Lok Sabha on 25.04.1989 had observed that **“Training is a strong motivating force and the most important aspect of motivation is the perspective that the Organization provides an opportunity for individual development.”** The Committee emphasized the importance of systematic training and suggested that the Organization should undertake systematic and purposeful training to all officers in the Department as this will go a long way in toning up the employees and improving their motivation to work thus benefiting both employees as well as the Organization.

9.8 The Employees' Provident Fund Organization having recognized the need for training its personnel so as to provide trouble free service to its members, set up an apex institution namely the **National Academy for Training & Research in Social**



Security (NATRSS) in October, 1990 with the twin objectives of meeting the training needs of the officers of the Employees' Provident Fund Organization and also to design, develop and execute research programmes in Social Security. Till March, 1992 it was operating from the Head Office of The Employees' Provident Fund Organization. The National Academy was however, shifted to hired premises in April, 1992. The National Academy is now functioning from its own building at 30-31, Institutional Area Janak Puri, New Delhi.

9.9 NATRSS has a two-tier structure. The apex institute is situated at New Delhi which caters to the needs of Human Resource Development of Group 'A' and 'B' officers as well as undertakes research and development activities. The second tier consists of Zonal Training Institutes which carry out similar functions at the Zonal levels for training of staff of the field formations of the Organisation. There are at present four Zonal Training Institutes and one Sub-ZTI under the administrative control of National Academy viz.:

- Zonal Training Institute, North Zone is located at Faridabad. It caters to Regions in Haryana, Punjab, Himachal Pradesh, Uttar Pradesh, Uttarakhand, Delhi State and Head Office.
- Zonal Training Institute, South Zone is located at Chennai. It caters to the Regions in Tamil Nadu and Pondicherry, Kerala, Karnataka and Andhra Pradesh States.
- Zonal Training Institute, East Zone is located at Kolkata. It caters to the Regions in North-Eastern Region, Bihar, West Bengal and Andaman Nicobar Islands and Orissa States.
- Zonal Training Institute, West Zone is located at Ujjain. It caters to Regions in Maharashtra, Goa, Gujarat, Madhya Pradesh, Chhattisgarh and Rajasthan States.
- Sub-Zonal Training Institute, East Zone is at Shillong.



Infrastructure and Facilities

9.10 With an impressive infrastructure and the all India presence, the Academy along with its Zonal outfits has the potential to simultaneously conduct 15 programmes viz., Training Courses/ Seminars/ Workshops. The Academy offers stimulating ambience for learning and pursuing academic and research work. It has five lecture halls. Each hall is air-conditioned and equipped with modern learning equipments. Lecture halls are complemented by syndicate rooms for small group activities. It has an elegantly designed modern Auditorium equipped with latest audio visual facilities, internet connectivity, dimmer lighting system, etc. and having a seating capacity for 118 persons.

9.11 NATRSS has a modern Library with more than 10,000 volumes. The Library also subscribes to various Indian and foreign journals. The Computer lab in the Academy is equipped with latest computers having Internet facility.

9.12 A well-furnished Hostel having single and double occupancy rooms is built in three stories having 16 rooms on each floor. The Dining Hall attached to the Academy offers balanced diet in clean environment, for the participants keeping in view their nutritional and health requirements.

9.13 Sports facilities are available for playing Golf, Badminton, Table Tennis and other indoor games. The available facilities meet the different needs of diverse management professionals of Employees' Provident Fund Organisation and other similar organisations. NATRSS also has a well equipped Gym. To ensure adequate power, a high power generator system has been installed as a standby.

Performance During 2008-09

9.14 In nineteen years of its existence, the Academy has emerged as a premier training institution in the area of Social Security. It also invites participants from other



Social Security organisations like, ESIC, Ministry of Labour & Employment, Seamen's Provident Fund, Assam Tea Plantation Workers Provident Fund and Jammu and Kashmir Provident Fund, etc. The objective is to provide training not only to the officers of the EPFO, but also to the executives of all such organisations engaged in the administration of Social Security within the country and abroad, so as to become a catalyst in sustained development of capacities and competencies in the area of Social Security.

9.15 The year 2008-09 was a milestone for National Academy for Training & Research in Social Security. NATRSS has launched its own website www.natrss.gov.in thereby reaching out to all the user organisations over the web and share the learning experience at NATRSS.

9.16 The highlight of the year 2008-09 was four International Programmes which were conducted at NATRSS as below:

- (1) A Programme on **Social Security System-Issue & Challenges** for Country Heads of Social Security Organisations in Asia, Pacific and Africa.
- (2) A Programme on **Leadership Management & Teambuilding** for Senior Officers of Government of Zambia.
- (3) Two Programmes on **Customer Relationship Management** for Officers of Karamchari Sanchay Kosh, Nepal.

9.17 For the officers of Employees' Provident Fund Organization and other social security organizations, various General Management programmes and Self Development programmes were conducted apart from the regular crucial programmes on Functional and Technical Skills – specific to EPFO's functions and general office Procedures. For the personal promoted to the rung of officers grade, special Induction Programmes were conducted twice during the last year. NATRSS also conducted several Faculty Development Programmes in collaboration with Department of



Personnel & Training, Govt. of India. The Academy also organized a number of outbound programmes for various cadres of officers to enhance their managerial skills, self-effectiveness and teambuilding.

9.18 Brief details of the training programmes and seminars / workshops conducted by NATRSS during the year are given below:

Training Programmes:

1. General Management and Self Development Programmes.
2. Induction and Refresher Programmes for Departmental Promotees.
3. Functional & Technical Skills Development Programmes.
4. Programmes for Educating Employers.
5. EPFO specific programmes i.e. Recovery Management, Compliance Management, for Liaison officers and on EPS'95 etc.

Trainers Development Programmes sponsored by DoP&T:

1. Training Needs Analysis.
2. Director Training Skills.
3. Design of Training.
4. Mentoring Skills Course.
5. Experiential Learning Tools.

National Seminars/Workshops:

1. Workshop for Exempted Establishments.
2. Workshop for Unexempted Establishments.



Summary of the Training Programmes conducted by the National Academy during 2008-09:

9.19 The tables below indicate the training programmes conducted by the National Academy during 2008-09.

TABLE-1		
S.No.	Name of the Training Programme	Number of Officers Trained
Functional & Technical Skills		
1.	<i>Refresher Course for Legal Officers</i>	16
2.	<i>Contract Management and Tendering Procurement</i>	17
3.	<i>Recovery Management</i>	14
4.	<i>Compliance Management</i>	20
5.	<i>Liaison Officers</i>	10
6.	<i>Finance & Accounts Management</i>	14
7.	<i>Employees' Pension Scheme'1995</i>	17
8.	<i>Establishment & Personnel Administration</i>	14
9.	<i>Customer Relationship Management</i>	20
10.	<i>Inquiry Officers / Presenting Officers</i>	10
11.	<i>Creating Excellence in EPFO</i>	27
General Management & Self Development		
12.	<i>Leadership & Crisis Management</i>	15
13.	<i>Communication & Presentation Skills</i>	12
14.	<i>Planning for Life After Retirement</i>	12
15.	<i>Gender Sensitization</i>	17
16.	<i>Lifestyle Management for Officers</i>	17
17.	<i>Outbound Programme on Team Building</i>	17
18.	<i>Crisis Management</i>	18
Induction/Refresher Programmes		
19.	<i>Induction Course for Promoted APFCs</i>	12
20.	<i>Induction Course for Promoted APFCs</i>	15
21.	<i>Refresher Course for EOs/AAOs(DR)</i>	20
TOTAL		334

Training Programmes Conducted by NATRSS in collaboration with Department



of Personnel & Training, Govt. Of India.

TABLE-2		
S.No.	Name of the Training Programme	Number of Participants
1.	Training Need Analysis (TNA)	13
2.	Direct Trainer Skills (DTS)	20
3.	Design of Training (DOT)	13
4.	Mentoring Skills	9
5.	Facilitation Skills	8
6.	Experiential Learning Tools (ELT)	9
TOTAL		72

International Seminars

TABLE-3		
S.No.	Name of the Training Programme	Number of Participants
1.	Social Security System-Issues & Challenges for Country Heads of Social Security Organisations in Asia, Pacific and Africa.	15
2.	Leadership Management & Teambuilding for Senior Officers of Government of Zambia	9
3.	Customer Relationship Management for Officers of Karamchari Sanchay Kosh Nepal	10
4.	Customer Relationship Management for Officers of Karamchari Sanchay Kosh Nepal	10
TOTAL		44

National Workshops

TABLE-4		
S.No.	Name of the Training Programme	Number of Participants
1.	Workshop of Exempted Establishment	72
2.	Workshop of Un-exempted Establishment	19
TOTAL		91

9.10

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Training in ZTIs

9.20 The National Academy co-ordinates with the Zonal Training Institutes for designing and implementing training courses on a uniform basis for personnel working in the supervisory and operative levels in the EPFO. It is intended that all personnel, at appropriate points of time, should be given necessary training exposure through Induction Courses, in-service courses and specialized courses / workshops, in order to upgrade their professional skills for discharging their functions in the field formations and at the Head Office.

9.21 NATRSS through its Zonal Training Institutes/Sub-Zonal Training Institute spread in North, South, East, West and NER Zones of India imparted training to several thousands of subordinate staff of EPFO

9.22 During the year, 258 training programmes were organised by the four Zonal Training Institutes and the Sub- ZTI, in which 5011 employees participated. The details of the programmes conducted by the ZTIs and the Sub-ZTI during 2007-08 and 2008-09 are given in Table-5 below: -

TABLE-5				
ZTIs	2007-08		2008-09	
	No. of Programmes	No. of Participants	No. of Programmes	No. of Participants
North Zone	62	1350	66	1258
East Zone	54	1121	62	1127
West Zone	60	1457	52	1192
South Zone	60	1214	57	1227
Sub-ZTI Shillong	12	100	21	207
Total	248	5242	258	5011

9.11



9.23 The training programmes conducted by NATRSS & ZTIs / SubZTI during the last three years are given in Table-6 below:-

TABLE-6		
Year	Number of Courses	Number of Officials/ Officers Trained
2006-07	246	5774
2007-08	281	5857
2008-09	291	5552

National / International Linkages

9.24 During the year, Ministry of Housing Development and Urban Poverty Alleviation empanelled the Academy as a premier Training & Research Institute for Capacity Building programme. Under this programme, various research projects, national seminars, regional seminars/workshops and capacity building training programmes were to be conducted by NATRSS during next financial year.

9.25 In the international sphere, the Academy continued to create its mark by getting participants from different countries like **Thailand, Mauritius, Nepal, & Sri Lanka** in different courses. Total 22 candidates from different countries attended various courses in the Academy during the year.

Research

9.26 The Academy is also emerging as a centre of innovative and contemporary research on different facets of Social Security provisioning. Currently, the Academy is conducting a research project, sponsored by Ministry of Labour & Employment, Govt. of India for proposing Social Security measures for specific occupations to suit specific socio-economic and demographic context.



9.27 In 2008-09, the research project for designing social security scheme for Barbers in Delhi was completed and its report was submitted to Ministry of Labour and Employment. The Ministry has since accepted the report.

9.28 Presently, NATRSS is engaged in a research project on the "Social Security Needs and coverage of Beedi Workers – under Employees' Provident Fund and Miscellaneous Provisions Act, 1952.

9.29 NATRSS is also bringing out the Compendium of Important Judgments on EPF & MP Act, 1952. A total of six volumes have been circulated to all offices till 2008-09.

EXAMINATION WING

9.30 The Employees' Provident Fund (Staff and Conditions of Service) Regulations, 1962 provides for promotion on the basis of Departmental Examination as one of the methods of appointment to the posts of Lower Division Clerk, Social Security Assistant, Section Supervisor, Assistant, Hindi Translator Grade-II, Personal Assistant, Enforcement Officer/Accounts Officer/Section Officer(Head Office) . The role of the Examination Section is mainly to draw a schedule of Departmental Examinations for these posts and to conduct Departmental Examinations from time to time.

9.31 As a result of amendment in 1991 to the EPF Staff Regulations, passing of prescribed Probationers Examination was made compulsory for satisfactory completion of probation for all direct recruits. The Examination Section was entrusted with the responsibility for holding the Probationary Examination from 1991 onwards for direct recruits to the posts of Assistant Provident Fund Commissioner and Enforcement Officer/Accounts Officer / Superintendent. Also, the section approves the calendar for SSA (Probationers) Examination.



Staff in Position

9.32 The Examination Wing has the following staff component at present

TABLE-7	
Officers/Staff	Number
Regional Provident Fund Commissioner (Grade-II)	1
Section Officer	1
Stenographer	1
Assistant	1
Social Security Assistant	2
MTA	1

9.33 The various departmental and probationary examinations generally conducted every year to meet the manpower requirement are as follows:-

TABLE-8	
a) Departmental Examinations: (Normally One examination each year)	Percentage Quota in total posts.
Lower Division Clerk	30%
Social Security Assistant	15%
Section Supervisor	33.33%
Hindi Translator(Gr.II)	50%
Enforcement Officer / Accounts Officer	25%
Section Officer	50%
b) Probationary Examinations : (Two or more examinations every year)	
Assistant Provident Fund Commissioner	
Enforcement Officer / Accounts Officer / Section Officer	

Performance During 2008-09

9.34 During the year Examination Section conducted the departmental examination as detailed below: -

- (a) The final result of Social Security Assistant was declared on 16.04.2008 in which 1159 candidates were selected or appointed for 19 Regions including Head



Office. After the initial consignment of 1159 dossiers of selected candidates for appointment to Regional Offices etc., 257 more dossiers were sent to various Regional Offices to supplement their requirement in place of certain selected candidates not accepting the offer of appointment.

- (b) Departmental examination for the post of Section Supervisor was conducted on 18th and 19th December 2007 and the result was declared on 01.05.2008. A total 464 candidates were successful out of 1106 appeared in the examination.
- (c) Social Security Assistant (Prob.) examination was conducted by all ZTIs on 12th and 13th March 2009 after finalization of calendar by the Examination Section. Except the ZTI, Faridabad, all the Z.T.I. declared the result in March 2009 itself.

9.35 The post of Superintendent was re-designated as Section Officer and as a sequel to the Agenda item adopted by the Executive Committee, Central Board of Trustees at its 63rd meeting held on 10.11.2008, a notification for amendment in the Enforcement Officer/Assistant Accounts Officer and Superintendent Departmental Competitive Examination Scheme, 2002 was issued vide this office Letter No. Exam.11 (1) 2008/232 dated 14.01.2009.

PRODUCTIVITY LINKED BONUS

9.36 A Productivity linked Bonus Scheme for the Group B, C, and D employees of the Organisation was formulated by the National Productivity Council, New Delhi and introduced from the year 1980-81. The scheme was first revised in 1986-87. The existing scheme provides for assessment of PLB on the basis of assessment of performance in various areas like Accounts, Cash, Compliance etc. for each of the region. In the case of Headquarters, the PLB is assessed on the basis of total productivity indices of all the regions indices.



9.37 A new PLB Scheme was formulated by the NPC after conducting study of the existing parameters for assessment of performance and giving more thrust on settlement of accounts, sanction of Pension, compilation of Annual Accounts, Recovery of dues and in consultation with the All India EPF Staff Federation during 2005-06. The revised scheme was placed before the Executive Committee, CBT, EPF in its 56th meeting held on 6.12.2006. However, the approval of the Scheme was put on hold as the recommendations of 6th Central Pay Commission, Government of India on bonus were due for notification. The 6th Central Pay Commission has made recommendations for payment of Performance Related Incentive Scheme based on the performance of the individuals instead of the office or region as a whole and for replacement of all the existing PLB Schemes within a period of 3 years. Formal notification of this new Scheme and order of the Government for adoption of this new Scheme are awaited.

9.38 Hence, Bonus for the year 2007-08 was made on the basis of the existing Scheme with the approval of the Government. Subsequently, Government revised the salary limit for payment of Bonus for the year 2006-07 onwards. Accordingly, the arrears payable on account of this revision for 2006-07 and 2007-08 were also released. Region-wise details of PLB released toward Bonus for 2007-2008 and arrears of Bonus for 2006-07 and 2007-08 is furnished in the **Table-9** as under:

PRODUCTIVITY LINKED BONUS PAID FOR THE YEAR 2006-07 & 2007-2008

TABLE-9						
Sl. No.	REGIONS	Number of Days	PLB FOR THE YEAR 2007-08	ARREARS OF PLB FOR THE YEAR 2006-07 DUE TO REVISION OF CEILING	ARREARS OF PLB FOR THE YEAR 2007-08 DUE TO REVISION OF CEILING	TOTAL AMOUNT
1	AHMEDABAD (GJ)	60	3,789,768.00	1,522,816.00	1,520,699.00	6,833,283.00
2	BIHAR	60	1,214,744.00		956,296.00	2,171,040.00
3	BANGALORE	60	3,282,478.00		2,681,793.00	5,964,271.00
4	BARODA	60	1,772,540.00	700,277.00	701,764.00	3,174,581.00
5	CHENNAI	60	4,938,835.00	1,974,351.00	1,959,362.00	8,872,548.00

9.16



6	COIMBATORE	60	3,219,725.00	1,292,593.00	1,288,654.00	5,800,972.00
7	CHANDIGARH	60	4,158,884.00	1,670,110.00	1,686,166.00	7,515,160.00
8	CHHATTISGARH	60	538,306.00	206,637.00	222,274.00	967,217.00
9	DELHI(NORTH)	60	2,112,921.00	809,814.00	851,566.00	3,774,301.00
10	DELHI(SOUTH)	60	1,583,010.00		1,260,125.00	2,843,135.00
11	GUNTUR	60	3,135,561.00	1,318,362.00	1,326,577.00	5,780,500.00
12	GOA	60	364,830.00	147,885.00	145,901.00	658,616.00
13	HARYANA	60	2,307,459.00	1,030,282.00	1,038,615.00	4,376,356.00
14	HYDERABAD	60	4,699,057.00	1,825,785.00	1,880,574.00	8,405,416.00
15	HIMANCHAL PRADESH	60	428,841.00	174,943.00	174,943.00	778,727.00
16	JALPAIGURI	60	1,869,141.00	693,843.00	747,712.00	3,310,696.00
17	JHARKHAND	60	1,649,885.00	657,752.00	662,025.00	2,969,662.00
18	KERALA	60	4,672,007.00	1,957,039.00	1,902,635.00	8,531,681.00
19	KOLKATA	60	6,275,606.00	2,521,388.00	2,529,497.00	11,326,491.00
20	LUDHIANA	60	1,926,203.00	762,899.00	766,946.00	3,456,048.00
21	MADHYA PRADESH	60	3,368,116.00	1,340,168.00	1,334,405.00	6,042,689.00
22	MANGALORE	60	3,126,691.00	1,236,667.00	1,247,956.00	5,611,314.00
23	MUMBAI-I(BANDRA)	60	3,891,896.00		3,021,079.00	6,912,975.00
24	MADURAI	60	3,299,924.00	1,297,335.00	1,320,288.00	5,917,547.00
25	NAGPUR	60	1,127,419.00	446,016.00	445,935.00	2,019,370.00
26	N.E. REGION	60	1,177,932.00	472,855.00	471,374.00	2,122,161.00
27	ORISSA	60	2,540,118.00	1,034,087.00	1,022,679.00	4,596,884.00
28	PUNE	60	2,245,609.00	852,533.00	902,718.00	4,000,860.00
29	RAJASTHAN	60	2,715,084.00	1,114,418.00	1,116,361.00	4,945,863.00
30	THANE (MUMBAI-II)	60	2,070,427.00	803,979.00	819,247.00	3,693,653.00
31	UTTRAKHAND	60	506,422.00	207,217.00	203,954.00	917,593.00
32	UTTAR PRADESH	60	2,065,356.00	865,067.00	838,871.00	3,769,294.00
33	H O (NOTIONAL BONUS)	60			Inclusive of ALL	3,057,940.00
34	NATRSS	60			Inclusive of ALL	630,174.00
35	EPFAT	60			Inclusive of ALL	15,297.00
TOTAL						151,764,315.00

9.17

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WELFARE OF SC/ST EMPLOYEES

9.39 In accordance with the Govt. of India, D.O.P.T. guidelines, SC/ST Cell has been established in the Head Office of the EPF Organisation. The cell is at present headed by Addl. CPFC as Chief Liaison Officer. All the Regional Offices are having similar SC/ST Cells which are being headed by a Group 'A' Officer who functions as Liaison Officer for looking after the grievances of the SC/ST employees serving in the Regions. Liaison Officers of the Regions provide periodical reports/returns to the Chief Liaison Officer in Head Office.

9.40 The main function of SC/ST Cell at Head Office is to monitor the various grievances received from individual employees and the Associations of SC/ST employees on reservation, promotion and other service matters concerning SC/ST employees.

9.41 During the period under report four references/grievances were received through the National Commission for SCs/STs, Govt. of India, New Delhi. Necessary action was taken as per directions of the National Commission for SCs/STs, Govt. of India.

9.42 Chief Liaison Officer is mainly functioning to liaison between Head Office and the Regional Offices, National Commission as well as Ministry of Labour & Employment, Govt. of India, to secure compliance of the reservation provided for SCs/STs.

9.43 All the Regional P.F. Commissioners have submitted prescribed returns and Annual statements as required under Chapter 14 of the Brochure on Reservation issued by Government of India. The returns relate to staff in position, region wise backlog and efforts made to clear the backlog. These returns are consolidated by the



Head Office. The Head Office after consolidations submit returns relating to maintenance of roster register of all posts to Ministry of Labour & Employment, Govt. of India.

9.44 Chief Liaison Officer also visits the Regions to verify the Reservation roster registers maintained by the Regional Offices besides listening to the grievances of the SC/ST employees. The lapses and other observations on the maintenance of rosters are brought to the notice of the concerned Regional P.F. Commissioner for following up with the instructions so that these do not occur in future. Apart from this the proposals relating to the dereservation are also examined by the Chief Liaison Officer from time to time.

9.45 The Liaison Officers are also conducting the annual inspection of Reservation roster registers of their respective Regional Offices, the concerned Regional P.F. Commissioners are advised to clear the backlog, if any and to set right the anomalies in the maintenance of Reservation roster register as pointed out by the liaison officer.

9.46 Further as per orders of the Govt. of India, Department of Personnel & Training, instructions have also been issued to all the field offices that the Liaison Officers nominated to look after the reservation matters for SC&ST employees will also look after the reservation matter for physically Handicapped employees of the organization.

9.47 The aggrieved employees represent their cases from time to time to the Chief Liaison Officer for redressal of their grievances. The Chief Liaison Officer gets such type of cases examined with reference to the instructions contained in the Brochure on reservation and suggests proper action to be taken by the concerned Regional P.F. Commissioners in order to redress the grievances of the individual.



SPORTS ACTIVITIES

9.48 The sports calendar for the year 2008-09 was approved by the Central Provident Fund Commissioner and President, Central Sports Control Board and was circulated to all offices for implementation on 16-04-2008. The sports activities that took place during the year 2008-09 and the outcomes are shown in **Table-10** below: -

Out of approved sports calendar for the year 2008-09, all the scheduled sports activities were conducted on time.

Results of the Sports Events conducted during 2008-09.

TABLE-10			
Event	Host	Winner	Runner up
Athletic and Indoor event	Andhra Pradesh	Karnataka	Tamil Nadu
Football	Nagpur	Tamil Nadu	West Bengal
Basketball	Indore	Tamil Nadu	Maharashtra
Volleyball	Ahmedabad	Goa	Tamil Nadu
Cricket	Vishakhapatnam	Maharashtra	Karnataka

9.49 For the year 2008-09, Rs.68 Lakhs (Rupees Sixty Eight lakhs only) were provided in the Revised Estimates for the Sports Activities. A sum of Rs. 66,51,348/- has been distributed to the Regional Sports Control Boards to conduct the various sports activities and to participate in Zonal and Final events. All scheduled sports events have been conducted during the year 2008-09 in a successful manner.

Other Achievements in the Field of Sports

9.50 The E.P.F.O. has been affiliated to All India Public Sector Sports Control Board. The All India Cricket, Table Tennis and Badminton Teams participated in the Tournaments under the aegis of All India Public Sector Promotion Board.



STAFF WELFARE

9.51 The CBT in its 121st meeting held on 29-12-1989 has approved the setting up of EPF Staff Welfare Fund with an objective to provide security-cum-welfare cover to all the staff members of the Employees' Provident Fund Organization. The total budget allocated for the Welfare Activities of the E.P.F.O was Rs. 3.25 Crores. Out of which an amount of Rs. 3,12,57,132 /- was allotted to the different Regions for the following activities for the year 2008-09.

Staff Recreation Club

9.52 During the year 2008-09, Rs. 7,30,525 /- was spent on Staff Recreation Club in the shape of grants-in-aid to the tune of Rs. 25/- per employee for purchase of equipments/furniture, Library books, excursion trips and for setting up of Recreation Club in newly opened Offices.

Canteen

9.53 An amount of Rs. 21,75,000/- was incurred on the Canteen Head in various Regional and Sub Regional Offices. The expenditure incurred is based on the category of canteens viz, from A category to D Category depending on the staff strength of the Regional Office.

Scholarship and Book Award

9.54 Scholarship was given to the wards of the employees for the continuance of their studies who secured 90% marks in Class XII @ Rs. 4800/- per year. An amount of Rs. 26,93,700/- was spent under the Scholarship Scheme, which is nearly 15% of the total budget available with the Central Staff Welfare Committee. However, book award @ Rs. 1,000/- was also given to the wards of the employees who secured more than 80% marks in Class X and XII subject to the ceiling of 2% of the Regional Staff



Strength. However, where the Regions are smaller, minimum 10 awards have been granted in each category i.e. on the basis of marks secured in Class X and XII.

Holiday Home/Guest House

9.55 A sum of Rs. 16,75,000/- was spent to meet the expenditure for maintaining the Holiday Homes at Shimla (Himachal Pradesh), Puri (Orissa), Panaji (Goa) & Kanyakumari (Tamilnadu).

Financial Assistance out of the Staff Welfare Fund

9.56 Death Relief Fund is being released to the family members Rs. 2.00 lakh in the event of death of an employee of the Employees' Provident Fund Organization. An amount of Rs.1, 56,00,000/- was given to Regional Staff Welfare Committees for Death Relief Fund.

- Farewell grant to the retiring official has been enhanced to Rs. 4000/- per retiring officer.
- Medical health checkup facilities were introduced for the employees of 55 years and above with no age bar of spouse. The maximum ceiling is fixed at Rs.4500/-.
- All India Cultural meet was organized at Bhubaneswar after a gap of five years.

Other Activities

9.57 A sum of Rs. 83,82,907 was spent for providing relief to family of Staff dying in harness, assistance to staff suffering from prolonged illness, financial assistance to the family members in the accidental, natural calamities, relief to handicapped persons, provision of crèches, organizing cultural meets, organizing Holiday Camps and any other items of common interest to the employees.



CHAPTER 10

MANAGEMENT INFORMATION SYSTEM

The progress achieved by field offices is monitored through information collected by means of Annual Business Plan and MIS Returns. Management Information System is of vital importance for all kinds of Organizations. Today we have passed from the industrial society into the post-industrial society, which is basically an information society. The foundation for changes in the working of Organization is basically achieved through the exchange of information in terms of various kinds of data processing and record keeping. Every organization needs right information at the right time in the right manner for decision making, management and control. All managerial functions are performed through decision making and for rational decisions authentic, timely and relevant information is essential. Realizing the need to develop Management Information System (MIS) and data bank for effective decision making and implementation of policies and programmes to suit the stake holder's satisfaction to achieve the declared objectives, the EPF Organisation had put in place a 'Management Information System' so that the senior management, CBT and the Government is in a position to evaluate and monitor the fulfilment of objectives. The success of Organisation in achieving its pre-determined goals and objectives lies in timeliness and quality of this effective Management Information System.

Management Information System – Quarterly Reviews

10.2 The monitoring and evaluation of the functions of the field offices are being regularly undertaken by collecting MIS returns by carefully designed proformae. As the success in achieving the declared objectives of the Organization depends heavily on the performance of the field formations, the system has been developed in a three-tier

10.1

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fashion. The Sub-Regional Offices prepare their MIS returns and these reports are collected at the Regional level and consolidated for monitoring and evaluation at the regional level. The 39 Regional Offices thus collect and evaluate the MIS reports at their level and assess the Regional parameters and performance for various functions of the Organisation in achieving the objectives.

10.3 The Regional level reports are collected at the Head Office and evaluated to facilitate managerial control and organization effectiveness. The information collected covers reporting of all functional areas and takes into account information needs for effective management of important interfaces like Government authorities, State Bank of India, Reserve Bank of India that impinge upon the operational efficacy of the Organisation.

10.4 The reports collected are used for creating a data bank in the Head Office covering information such as profile of establishments, subscribers. Analysis of claims, arrears, growth in investments etc. The data bank provides information for analysis of operations of various Schemes by the public sector and interest groups for taking strategic planning and policy decisions. Reporting formats, frequency relationships, end use and analysis have been crafted and designed keeping in mind the implementation objectives of the various programmes of the Organisation. Information sought from Regional Offices by the divisions in Head Office constitutes an effective link between the Head Office and the field offices. Though the divisional heads in the Head Office are obtaining the reports for review of performance at micro level, macro level workload, performance etc. are rooted through the MIS Division which controls collection, consolidation and evaluation of information, strategic planning and policy formulations.

10.5 The information collected is evaluated for:

- Strategic Planning and Organising.
- Staffing and Manpower Planning.

10.2



- Management and Operational Control.
- Direction, Motivation and Leadership.
- Improve clarity on action.
- To speed up decision making.

10.6 The system developed supply information on the following areas:

- Coverage
 - General
 - Industry wise
 - Ownership
 - Voluntary
- Arrear Demands of both Unexempted and Exempted Sector
 - Assessed Arrears
 - Total defaults & categorization
 - Penal steps
 - Penal Damages
 - Revenue Recovery
- Service to Members
 - Claims and advances
 - Annual Statement of Accounts.

Annual Business Plan (ABP) – Monthly Review

10.7 Apart from the MIS returns, the organization has devised an Annual Business Plan (ABP) proforma by fixing targets in all key result areas to achieve the objective of timely service to the members covering the following three broad areas of operation:

- Service to members
- Enforcement of the Act including recovery of arrears
- Monitoring of public grievances.

10.3

**Service to Members covers the following areas:**

- Annual statement of accounts to members
- Public Grievances
- Provident Fund Claims
- Pension Claims
- Insurance Claims
- Applications for advances
- Transfer applications

Enforcement covers the following areas:

- Recovery of default on Provident Fund dues/damages:
 - Arrears Demand
 - Current Demand
- Coverage of establishments and enrolment of new members

10.8 Region-wise information is received through ABP returns on the above functional areas. This enables the Central Provident fund Commissioner and other divisional heads at head quarters to review the performance of each region on a month to month basis. The monthly data is compiled and circulated to the Zonal Addl. CPFCs and RPFC-in-Charge for further analysis and feedback.

10.9 The task of compilation of Annual Report of EPFO rests with the MIS Section at Headquarters office. At the end of the financial year the data available in the ABP returns and the MIS returns received from field offices are consolidated to provide performance statistics in the Annual Report of the Organisation which is subsequently placed before the Parliament of India.



CHAPTER 11

REDRESSAL OF PUBLIC GRIEVANCES

The mission of Employees' Provident Fund Organization is to extend the reach and quality of publicly managed old-age income security programs through consistent and ever-improving standards of compliance and benefit delivery in a manner that wins the approval and confidence of Indians.

11.2 The Organisation in tune with its objectives lays considerable importance to the redressal of grievance of the members of the fund. The following mechanisms are used for public grievance redressal:-

1. Customer Service Division
2. Bhavishya Nidhi Adalats
3. Centralized / Grievance Redressal & Monitoring System (CPGRAMS)
4. Others.
 - a. District Information Access Module (DIAM)
 - b. Interactive Kiosks
 - c. EPFO Grievance Management System (EPFGMS) – under development.

Customer Service Division (CSD)

11.3 The Headquarter Office at New Delhi, and all field offices (comprising 39 Regional Offices and 78 Sub-Regional Offices) across the country are equipped with full-fledged facilitation centers, Public Relation Officers and supporting staff from where the members can obtain the relevant information as well as get their grievances redressed. The Public Relation Officers at the Reception Counters are available on all

11.1



working days of the week to redress the grievances of the visiting members. At the same time, Public Relation Officers are also available in each office to assist the members asking for any information.

11.4 There is two-tier organizational structure for handling and redressal of public grievances. One is at Head Office level, called Customer Service Division, which is headed by Additional Central Provident Fund Commissioner and assisted by Regional Provident Fund Commissioners, Assistant Provident Fund Commissioners and Public Relation Officer. Another is at field office level, headed by Regional Provident Fund Commissioner and Assistant Provident Fund Commissioner assisted by Public Relation Officers.

11.5 The Regional Provident Fund Commissioner of the regions and Officer-in-Charge of Sub-Regional Offices are available for redressal of the grievance of the members on all working days. At Headquarters the Regional Provident Fund Commissioner In-Charge of the Customer Service Division redresses the grievances of the members of the fund in person on all working days during office hours. If, the member do not feel satisfied, they can see the Additional Central Provident Fund Commissioner (Customer Service Division) or the Central Provident Fund Commissioner.

11.6 All grievances received by the Head Office in the Customer Service Division are monitored fortnightly with system support and acknowledgement is sent to the member. Public Relation Officer in the Head Office also attends to the grievances of the members every day and redresses the grievances.

11.7 The grievances received from the members of the Fund through various sources relating to the settlement of claims, issue of account slips, matter arising out of non-compliance etc., are required to be redressed by the field offices. Feedback of all such grievances obtained from field offices is promptly communicated to the members with the status/disposal of the petitions. Special attention is paid for redressing the

11.2



grievances received from important sources such as Directorate of Public Grievances (DPG), Department of Administrative Reforms & Public Grievances (DARPG), Ministry of Labour & Employment, Prime Minister's Office, VIPs (MPs, MLAs and CBT members etc.), Vigilance Division, etc.

11.8 The Public Relation Officers in the Regional/Sub Regional Offices redress the grievances of the members who visit the offices for redressal. The Public Relation Officer provides information about the status of the claim as well as the status of the complaints filed by the members.

11.9 The following guidelines are prescribed for handling grievances:

- Every complaint/grievance is required to be registered and acknowledged.
- Information required regarding payment of Provident Fund/Pension cases/Status of complaints to be provided across the counter/over phone.
- Monitoring of the grievance disposal.

11.10 The Facilitation Centres have been set up in all the offices of the Organisation. All the prescribed forms for the members of the Fund are available free of cost during working hours. The salient features of a "Facilitation Centre" are as below:

- To provide information regarding Schemes and procedures through brochures, booklets, reports, etc.
- To provide information regarding status of claims/complaints.
- To receive complaints, issue acknowledgements.
- Officer of the level of Assistant Provident Fund Commissioner/Assistant Accounts Officer Incharge of Facilitation Centre with appropriate orientation capable of attending to and redress grievances are made available at the facilitation centres.
- Time limits for settlement of claims/petitions meeting hours of the Senior Officers are notified through display boards.

11.3



- Physical facilities have been provided for sitting, drinking water, etc. for the members.

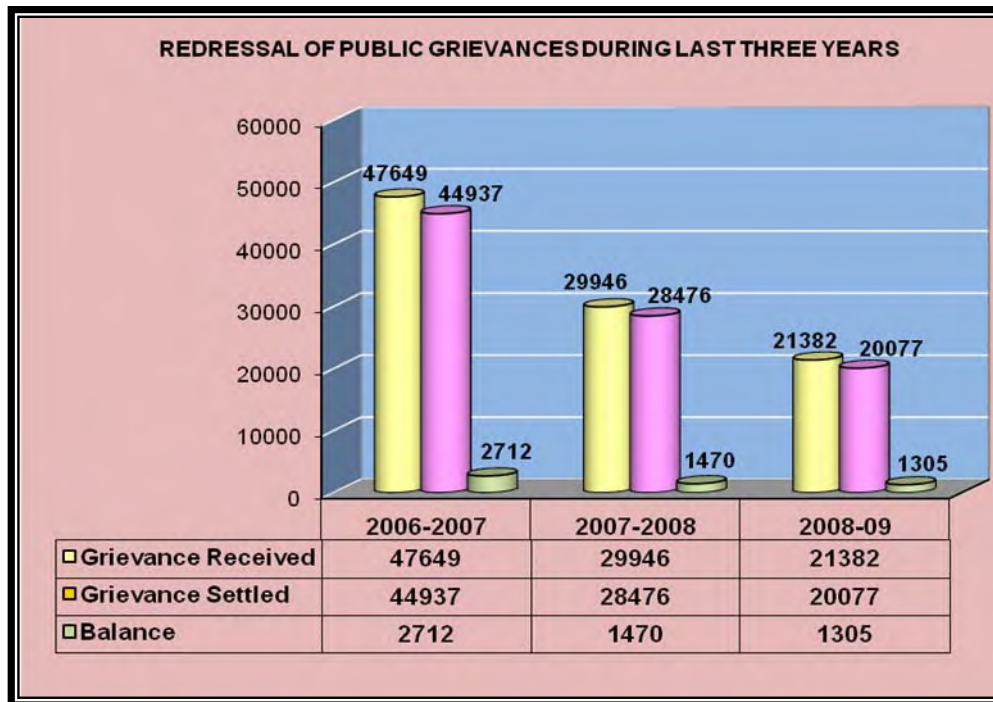
11.11 To reduce the Public Grievances, the Organisation has taken various measures for creating the awareness about the provisions of EPF & MP Act, 1952 among members and employers. Brochures and pamphlets on schemes under the Act, are provided at facilitation counters and with PROs. Seminars are arranged to educate employers, employees and various representatives. Functions are organized by field offices to provide a copy of PPO and related papers to retiring employee members on the day of retirement. During such functions death cases are settled on priority and Pension Payment Orders(PPO) are handed over to widows.

11.12 The details of grievances received and redressed during the last five years are given below:

	2004-05	2005-06	2006-07	2007-08	2008-09
Grievances pending at the beginning of the year.	2389	5171	2,964	2,712	1470
Received during the year.	48,412	38,982	44,685	27234	19912
Total	50,801	44,153	47,649	29,946	21382
Disposed off during the year.	45,630	41,189	44,937	28476	20077
Balance at the end of the year.	5,171	2,964	2,712	1470	1305
Percentage of disposal.	90.00%	93.29%	94.31%	95.00%	93.90%

11.4

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Bhavishya Nidhi Adalats

11.13 All Field Offices conduct "Bhavishya Nidhi Adalats" for redressal of complex nature of grievances of members of the fund. The "Bhavishya Nidhi Adalats" are held on 10th of every month and if 10th happens to be a holiday "Bhavishya Nidhi Adalats" are conducted on the next working day. Bhavishya Nidhi Adalats are held regularly inside the office premises as well as outside the office premises to reach out to the public far away from the offices. A well prepared awareness programme for the purpose along with publicity in local newspapers is carried out regularly to invite grievances from the public.

11.14 The number of complaints filed before the "Bhavishya Nidhi Adalats" and cases decided on the spot during last five years is as under:

	2004-05	2005-06	2006-07	2007-08	2008-09
Number of Bhavishya Nidhi Adalats organized	1,244	1,259	1,306	1,343	1181

11.5

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Number of grievances registered before Bhavishya Nidhi Adalats.	1,976	2,145	2,110	1,565	2764
Number of grievances disposed off by Bhavishya Nidhi Adalats	1,968	2,105	2,087	1,543	2654
Percentage of Disposal	99.60%	98.14%	98.91%	98.59%	96.02%

Centralized Public Grievances Redress And Monitoring System (CPGRAMS)

11.15 CPGRAMS is a program developed and executed by the Department of Administrative Reforms & Public Grievances (DARPG) under Ministry of Personnel, Public Grievances & Pension, Government of India. Under the Program, EPFO has been allotted a user status for online registration, monitoring and disposal of public grievances.

11.16 CPGRAMS has been implemented in all the field offices of EPFO as per instructions from the Ministry of Labour & Employment. All the ROs/SROs are regularly attending CPGRAMS cases.

11.17 This program has a centralized mechanism where all grievances registered online are collected at the Head Office level. From the Head Office, the grievances are forwarded to concerned field offices which further forward them to their subordinate offices if required. The grievance thus forwarded lands at the concerned field and acted upon for its redressal. While processing the grievance, the superior offices have full monitoring capacity and can also receive or forward clarification or interim replies. After its redressal the redressal report is forwarded to superior offices in the same manner and finally to the Head Office which has the authority to dispose off the case and inform the complainant.

11.6



Year	Opening Balance	Grievances Registered up to March 31, 2009	Grievances Redressed up to March 31, 2009	Closing Balance as on March 31, 2009	% Redressal
2008-2009	NIL	14957	8487*	6470	56.7%

*CPGRAMS was fully implemented in EPFO only this year.

11.18 According to NIC, EPFO is at 2nd position amongst all the Government Departments in terms of the disposal of grievances through this program.

Others initiatives

11.19 Under District Information Access Module (DIAM) District Offices of EPFO were recognized as potential points for disbursement of timely and relevant information to the subscribers of EPFO. Through this module all the district offices working in a Region have been connected to their Regional / Sub-Regional offices to provide frequently inquired information such as issuance of annual accounts slips, status of claims, monthly pension etc. DIAM was introduced in all district offices of the country in the year 2007 to act as service centers for providing information to the members in the nearby vicinity.

11.20 A few Regional offices have taken the initiative of installing "Interactive Kiosks" for the benefit of the members to obtain the claim status details in the respective facilitation centres.

11.21 In the central website of Head Office, EPFO i.e., www.epfindia.gov.in "know your claim status" has been incorporated to enable the members to know the status of the settlement of the claim and details of settled cases. Some of the Regional Offices have started their own Regional websites in addition to the central website. Through these Regional websites further details are provided regarding the Regional issues and other connected details for the benefit of the members and the employers.



11.22 Employees' Provident Fund Organisation, Head Office approached the NIC to customize the CPGRAMS program exclusively to suit the requirement of EPFO so as to manage public grievances in non-centralized way. The new software program under trial stage is known as EPFO Grievance Management System (EPFIGMS) and will be replacing the CPGRAMS program on its successful trial.

11.23 This year emerged as an important year in terms of emphases laid on Public Grievances Redressal. A review Meeting was held by the Secretary (Coordination & Public Grievances), Cabinet Secretariat on 11th December 2008 with all the Additional Central Provident Fund Commissioners of Zones and Regional Provident Fund Commissioner of all the Regions in the presence of Secretary (Labour & Employment), Director (DPG) & Central Provident Fund Commissioner with his Head Office team.

11.24 On joining EPFO on 1st January 2009 as Central Provident Fund Commissioner, Shri K. Chandramouli, IAS has made public grievances redressal as his main focus area so as to improve the public image of EPFO. As such Customer Service has become the priority area for all the field offices. Publicity through print and electronic media for holding Bhavishya Nidhi Adalats in different parts of the Region, well in advance, is being done by the field offices (Regional Offices/Sub-Regional Offices) for the information of the members and to invite grievances from far and wide sections. Labour Secretary / Labour Commissioner of the state / area are being requested for their cooperation to create awareness amongst the workers / trade unions for attending the Bhavishya Nidhi Adalats.

11.25 Regular Review Meetings are being organized by the Head Office. Senior Offices of the organization at Head Office are visiting the field offices for review as well.

11.8



CHAPTER 12

Publicity

The Publicity Division of the Head Office undertakes publicity campaigns, release of press notes and other publicity related matters for and on behalf of the Organization. The Division formulates programmes and materials to promote awareness amongst the workers, employers and other stakeholders about their rights, benefits duties and responsibilities from time to time.

MAIN OBJECTIVES OF PUBLICITY

- Create and increase awareness amongst employees & employers regarding provisions of benefits available under EPF & MP Act, 1952 and its schemes by way of publicity using print media and electronic media.
- To apprise the initiatives taken by the organization regarding widening of scope of Social Security cover, amendments in the Act or the three Schemes, new policies & programmes, administrative instructions and reforms and other developments to all concerned. Mostly newspapers, magazines and chronicles are utilized to publicise the benefits.
- Preparation and publication of related literature in the form of pamphlets and brochures etc. for facilitation centers and distribution.
- Issue of press notes and press releases on major events, developments concerning the organisation, amendments in provisions of the Act and the Schemes etc.

12.2 During the financial year 2008-09, the following activities were carried out to create awareness amongst the workers, employees and other members of the public:

12.1



Publicity through Newspapers:

- i. An advertisement was released at national level on 23rd May, 2008 in all the leading national, regional and local newspapers highlighting the new initiatives taken up by the organization along with achievements in the last four years.
- ii. The release focused on the new initiative of EPFO regarding International Workers, agreements with other countries on social security arrangements, incentive to employers in private sector for employing persons with disabilities, increase in coverage of establishment and enrollment of subscribers, expansion of social security benefits by opening new EPFO offices etc.
- iii. On 1st August, 2008 another advertisement was released to commemorate 32nd anniversary of Employees' Deposit Linked Insurance Scheme, 1976 in various newspapers of National Level highlighting the benefits of the scheme.
- iv. A national level advertisement campaign was carried out on 15th August 2008, on the occasion of the 62nd Independence Day, mainly in vernacular language Independence Day highlighting the mission of EPFO.

Publicity through Journals:

Besides Newspapers, advertisements were also released in Journals/Smarikas/Souvenirs about the new developments and provisions.

Publicity through Calendars:

EPFO every year gets its calendars printed through DAVP for distribution amongst CBT Members, Regional Committee members, Ministry of Labour & Employment, Employers and Employees' Association and its field offices.

12.2

**Publicity through Lok Adalats/ Seminars/ Workshops:**

Standing instructions are issued to all the RPFCS to organize Lok Adalats and redress the grievances of the subscribers on the spot. The field offices are also directed to hold the seminars and workshops inviting representatives of Employers' Associations, Trade Union Bodies Chambers of Commerce and other interested parties to have better communication with the stakeholders and also to receive feedback from them.

Publicity through EPFO Website:

The Central Website of EPFO at www.epfindia.com, www.epfindia.gov.in and www.epfindia.org enables free access of all the related information to the users of internet. The website is updated from time to time through Web Administrator hosting all important circulars, guidelines, directory transfer orders as well as tender advertisements and notices.



CHAPTER 13

Vigilance

Constitution

The EPFO has extensive public dealing with employers and subscribers. The Vigilance Machinery was put in place by a decision taken in the 68th meeting of the CBT held on 31.01.1976. The first full time Chief Vigilance Officer (CVO) was appointed w.e.f 01.09.2006, on the recommendations of Central Vigilance Commission by upgrading the post of Director (Vigilance) to that of CVO in the rank and pay scale of Addl. CPFC.

Structure

13.2 The structure of the Vigilance Wing of the Organisation is as below:

- Head Quarter's Vigilance Wing is headed by CVO and supported by one Deputy Director (Vigilance) and one RPFC (Vigilance) and four Asst. Directors (Vigilance) and supporting staff.
- Four Zonal Vigilance Directorates at North, South, East and West Zones are headed by Deputy Director (Vigilance) and supported by 4 Assistant Directors (Vigilance) in each zone.
- The post of Deputy Director (Vigilance) in the North Zone remained vacant as the selected incumbent did not join in the current year. However, the process for filling the same had commenced during the year itself.

13.1



Progress made during the year

13.3 The status of cases with respect to important work areas during financial year 2008-09 is summarized in the Table below:

	Opening Balance	Fresh Cases	Disposal	Closing Balance
Complaints- CVC	45	43	22	66
Complaints –Others	132	67	89	110
Personnel under Suspension	42	39	32	49
Prosecution sanctions	03	24	22	05
Personnel being Prosecuted in Courts	144	43	12	175
Disciplinary Proceedings-Major Penalty	282	86	102	266
Disciplinary proceedings-Minor Penalty	39	52	56	35

Initiatives during the year

13.4 During the year 2008-09 following initiatives were taken:

- Steps were also taken on ongoing basis to minimize malpractices, misconduct and corrupt activities through preventive measures, which included 3 Preventive Vigilance Inspections. Coordination meetings with Central Bureau of Investigation were also held in some of the Regions.
- Circular Instructions have been issued highlighting area of work where the scope for harassment to subscribers and other malpractices in compliance actions take place, in order to step up preventive vigilance actions at the level of officers in charge of field offices to streamline the functional machinery at all levels and to improve the service delivery mechanism.
- Systemic deficiencies/deviations noticed in the course of investigations have been analyzed and communicated to the Divisions in the Head Office for taking remedial steps and to set right the matters.

13.2



- Four Permanent Enquiry Officers were positioned at Zonal levels to speed up the Departmental Inquiries.
- In the Head Office, an electronic database which was created to track disciplinary cases and computerized dak entry management system was followed.

13.3

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CHAPTER 14

Work Study

In 1973-74 a decision was taken in the O & M meeting of the Department of Personnel & Administrative Reforms that large subordinate/autonomous formation like EPFO and ESIC under the Ministry of Labour & Employment must have a separate Work-Study Unit to conduct studies. In pursuance of this decision, a working group was set up with two Junior Analysts in 1978.

14.2 During the year, the following tasks have been accomplished by the Work Study Unit:-

- The work relating to verification of the performance through various MIS Returns, calculation, assessment and declaration of Productivity Linked Bonus for the year 2007-08.
- Obtaining and compilation of region wise bonus paid for the year 2007-08 and supplementary bonus paid due to retrospective revision of salary limit for entitlement of bonus for 2006-07 and 2007-08 and sending the details of amounts paid to the Government.
- Monitoring of important financial indicators of all the 39 Regions through a monthly D.O. Narrative Returns sent by RPFCS-in-charge to Headquarters and critical review and suggestions for improvements were issued on regular basis.
- All RTI references relating to all sections of Finance Division and interpretation of Manual Provisions were attended.
- Study of functional requirements of Accounts Officers on their conversion from Assistant Accounts Officers and Assistant Commissioners in charge of Accounts and delegation of powers were defined and communicated for smooth functioning.

14.1

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- Apart from studies, also attended to all work related to sponsoring/deputing officers of EPFO to foreign countries and their smooth travel arrangements to attend International Conferences/Workshops/Seminars/Training on matters related to Social Security organized by International Social Security Association (ISSA) and International Labour Organization. Additional travel arrangements were made for the Officers of the EPFO and the Ministry for negotiating and entering into agreements with various European countries for enrolment of International Workers to the Employees' Provident Funds and Pension Funds for the benefit of these Indian workers working in various countries and the members of their families.
- Actively associated with all work related to formulation of policy matters, amendments to manual provisions, various procedures, work study on creation of new Posts and new Sections as per the proposals received from the FA & CAO, other Divisions in the Headquarters and various field offices.
- Compilation of various statistical details relating to Finance Division and Audit for conducting conference of RPFs (F&A) of the Regions and in the zones for review of the performance in the core functional areas of Finance and Accounts and Audit matters and timely follow up actions.

14.2

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CHAPTER 15

PHYSICAL FACILITIES

The Physical Facilities Division of the Organisation is headed by Chief Engineer and supported by a complementary pool of engineers (Civil and Electrical) at Headquarters. Assistant Engineer/Junior Engineers are posted at Zonal and Regional offices of the Organisation. The main activity of the division is to facilitate the creation of assets of infrastructure in the form of land purchases and construction of office building and staff residential units and thereafter maintain all such physical assets.

Activities of the Division

15.2 This division handles

- ✓ Hiring of office premises and renewal of rent from time to time.
- ✓ Purchase of land for construction of office building and staff quarters.
- ✓ Construction of office building and staff quarters where land purchased.
- ✓ Purchase of ready built accommodation for office use.
- ✓ Handling of litigation cases relating to land and buildings.
- ✓ Addition / Deletion of space to the hired premises.
- ✓ Major repair and maintenance of the Board's accommodations.
- ✓ Preparation of policies / issue of instructions for the maintenance of Board's accommodation.
- ✓ Award of work to the agencies and its monitoring.
- ✓ Grant of Extension of Time for the completion of construction.
- ✓ Reconciliation of physical assets with the balance sheet.
- ✓ Monitoring of tendering process.
- ✓ Release of sanctions for the purchase of DG sets.

15.1

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- ✓ Release of sanctions to the respective regions for making payments to the executive agencies.

Conducting meetings of Sub-committee of EC:

15.3 Apart from the above, the Physical Facilities Division is responsible for organizing and conducting meetings of the Sub-Committee for Building and Construction under the convenership of the Chief Engineer. The Sub-Committee of Executive Committee examines the proposals for acquiring the land, purchase of ready built building(s)/space, construction of building work and all types of major repairs. The Sub-committee also examines technical feasibility, financial viability and scrutiny of drawing/detailing before giving the recommendations. The recommendations are then placed before the Executive Committee and Central Board of Trustees for their approval as per delegated powers. The Physical Facilities Division is playing an active role in the computerisation project by advising on the site preparation, scrutiny of site layout plans, identifying the modular furniture requirements, electrical installations, wiring and data cabling works etc.

Award of work to agencies and tendering

15.4 Since the beginning, almost all the construction works of the EPFO were executed by CPWD on deposit works basis. However, in the 1990s, most of the office building and staff quarters constructed by CPWD were not found upto the minimum standards required and there was also no contractual binding between EPFO and CPWD to enforce any penalty clause for delay and deficiency in the execution of works by CPWD. The decline in the quality of construction and consequent increase in the recurring/maintenance expenditures by way of special repair works was discussed in depth and it was decided to entrust works only to those Government agencies that undertook to enter into legally binding agreements with EPFO. Accordingly many Government/Public Sector Undertaking agencies like M/s RITES, M/s. NBCC, M/s. HPL, Prasar Bharati and other State Government construction agencies have been executing the construction works on behalf of EPFO. All these agencies have accepted to carry out the work on deposit work basis. This has created a competitive atmosphere among

15.2



agencies to produce quality construction works and has also resulted in net savings for the Organisation.

15.5 PFD has initiated action as per the decision taken during the 178th meeting of the CBT held on 27.01.2007, to ensure that all notices inviting tenders / bids and also the contracts/ tenders awarded are posted on the Website of the EPFO as a measure of improving transparency in Public dealings. All the guidelines of CVC in this regard are being followed strictly.

Progress in asset management during the year

15.6 The Corporate Headquarters, all Zonal Headquarters, NATRSS, the Zonal Training Institutes, and 35 out of 39 Regional offices are functioning in their own premises. The land for construction of office building for Regional Office, Ranchi has been purchased. Thus barring Pune Region in Maharashtra state and Delhi (South), all the Regional offices will have in place their own office buildings. Apart from the above, 33 out of 78 Sub-Regional Offices are also functioning from their own premises, while construction has been started for sub-regional offices at Lucknow, Hubli, Siddipet, Karimnagar and Vellore. The land has been purchased and project is under planning for construction of office building for Sub-Regional Office at Rohtak and Jamshedpur.

15.7 With the availability of increased technical manpower for Physical Facilities Division in recent years, a lot of new measures like standardization of agreements between EPFO and executing agency, restriction of construction activity to the exact requirements as per CPWD norms on scales of accommodation, reduction of agency charges to 7%, increased inspection on quality of construction at site by Junior Engineers/Assistant Engineers posted at Regions/Zones, timely processing and maintenance of special repair works have enabled this organization to effect considerable savings on both by way of capital outgo and interest savings on deferred capital expenditure. The benefits of having full fledged technical manpower will be felt in the long run by way of reduced expenses on maintenance etc., as the process of

15.3



correcting the quality of construction is being done at the initial stage itself by the field engineers. This is also monitored at Headquarters by Physical Facilities Division by directing the agencies to rectify the defects pointed out in the Inspection Reports submitted by the field engineers.

15.8 Most of the Regional Offices are provided with guesthouse facility for stay of officers/staff on official/personal visits to such places. As a staff welfare measure, Holiday Homes are made available for stay purposes, at nominal rates, at important tourist/religious locations like Shimla, Puri, Panaji and Kanyakumari. There are plans to make available Holiday Homes at few more locations of tourist/religious importance.

Budget Outlay

15.9 The Revised Budget outlay for 2008-09 including the amount from Central Pool is Rs.72.15 crores. The budget estimate for the year 2009-10 is Rs. 94.13 crores. Physical Facilities Division provides Technical assistance for petty works and maintenance of office/staff quarters building for which the revised estimate for the year 2008-09 is Rs. 12.04 crores and Budget estimate for 2009-10 is Rs.11.80 crores.



CHAPTER 16

PROGRESSIVE USE OF HINDI

In accordance with the Constitution of India, Hindi is the Official Language of Govt. of India. Department of Official Language, Ministry of Home Affairs issues an Annual Programme fixing the targets for implementing the use of Hindi. In order to achieve targets, Hindi Sections had been set-up in all Regional and Sub-Regional Offices of the Organisation for monitoring the use of Hindi. Official Language Implementation Committee (OLIC) has been set-up in all the offices under the Chairmanship of Head of the Office. In addition a Committee has also been set-up in the Head Office of the Organisation under the Chairmanship of Central Provident Fund Commissioner, which reviews the progress in the use of Hindi in the Organisation half yearly.

16.2 The progress in the use of Hindi and steps taken in this regard during the year are as under:

- During the year 2008-09, 420 quarterly meetings of Regional Official Language Implementation Committee have been held in all the offices of the Organisation. Two half yearly meetings of Official Language Implementation Committee of Head Office were held under the Chairmanship of Central Provident Fund Commissioner, in addition to 4 OLIC meetings held in Head Office.
- During the year, Head Office has reviewed 441 quarterly progress reports received from all the offices of the Organisation regarding progressive use of Hindi.
- 174 Hindi workshops were held for imparting training in the use of Hindi in which 1777 officers and staff members have been given practical training of Hindi noting and drafting.

16.1



- 'Hindi fortnight' has been observed in each office spread in the country from 1st September to 15th September in which different competitions were held and meritorious officers and staff members were awarded.
- A Scheme named as Hindi Prayog Vibhagiya Nakad Puraskar Yojana is also in vogue for 'B' and 'C' region i.e., for Maharashtra, Gujarat and Punjab and non-Hindi speaking areas, where cash awards of Rs. 300/- and 400/- were given to officers and staff members for achieving 75% & 50% of their work-done in Hindi. During the year cash prize of Rs. 5, 12,600/- was distributed amongst 1553 employees.
- During the year, 18 inspections have been conducted by the Head Office and 23 at Regional level in order to achieve target of 25% fixed in the Annual Programme. A total of 41 offices were inspected during the year.
- In order to promote Hindi, in-house magazines are being published by all the Regional Offices in which officers, staff and their family members give their write-ups and for original write-ups, cash awards are given to the officers/staff working in the Organisation. During the year 21 in-house magazines were published by the Regional Offices out of which Faridabad and Jaipur from 'A' Region, Ludhiana and Mumbai-I from 'B' Region, Mangalore and Kerala from 'C' Region, respectively stood first and second winner in respective Regions.
- During the year the Committee of Parliament on Official Language visited Addl. Commissioner Office (Delhi & Uttarakhand), New Delhi, Regional Offices at Pune, Ahmedabad, Mangalore and Sub-Regional Offices at Bhopal, Kochi and Jodhpur during the year.

16.2



CHAPTER 17

INTERNATIONAL SOCIAL SECURITY ASSOCIATION

Founded in Brussels on 4th October 1927, the International Social Security Association (ISSA) was called the “International Social Insurance Conference” until 1947. Though, the initiative of creating it was directly linked to the steps being undertaken by the International Labour Organization (ILO) the thrust was on economic and health protection of workers by means of social insurance Schemes. Over the years the objective of ISSA has now changed to co-operate at the international level in the promotion and development of Social Security throughout the world, primarily through its technical and administrative improvement, in order to advance the social and economic conditions of the population on the basis of social justice.

17.2 ISSA provides and it is an ideal forum for pooling of information and experience for its members by the following means:

- Organizing international and regional meetings and conferences.
- Collection and dissemination of information on Social Security arrangements throughout the world, particularly by developing an international database and a publications program.
- Promotion of research and surveys on Social Security issues and the distribution of the results and surveys.
- Organization of training programmes for the personnel of Social Security Organizations in various regions of the world and the encouragement of technical assistance among its members.
- Co-operation with other international or regional organisations exercising an activity related to Social Security.

17.1



17.3 The Employees' Provident Fund Organisation, India is an associate member of ISSA and it derives benefits from the immensely valuable resource by giving valuable input regarding the social security scenario in India by way of interaction with ISSA through various seminars, meeting, workshops, training programs, etc.

17.4 At the instance of the ISSA, negotiations for enrolment of International Workers of India to the Employees' Provident Funds with many European countries were held and agreements to this effect have already been entered into with nearly six countries during the year. Finalisation of such agreements with many more countries is progressing and this agreement is expected to benefit a very large number of Indian Workers and their families by way of Provident Fund and Pension under the Social Security cover.



CHAPTER 18

STATUTORY AND INTERNAL AUDIT

STATUTORY AUDIT

As per the provisions of Para 56 of the EPF Scheme, 1952, the Accounts of the Fund, including the Administration Accounts and expenses incurred in running the Schemes shall be audited in accordance with the instructions issued by the Central Government in consultation with the Comptroller and Auditor General of India.

18.2 Accordingly, the Audit Directorate in Head office closely monitors the regular audit of each of the Regional Offices and Sub-Regional Offices and other offices by the respective Accountants General of States. The Accounts and transactions of the Head Office of the Organization is regularly audited by the Director General of Audit, Central Revenues under the guidance of Comptroller and Auditor General of India. The Audit monitors the timely furnishing of Final Action Taken Replies by each of the office on the Audit observations contained in the Audit Inspection Report of the respective Accountant General. Serious irregularities pointed out are examined by the Head office for remedial action on priority. The progress in this regard during the year is as under:

Sl No	Name of the Zone under Addl. CPFC	No. of Paras outstanding as on 1.4.2008	Additions during the year	Total	No. of paras settled or final replies sent	No. of paras outstanding as on 31.3.2009
1.	DL and UK	74	--	74	--	74
2.	PN and HP	133	--	133	50	83
3.	HR and RJ	59	--	59	--	59
4.	UP and BR	247	--	247	--	247
5.	WB, NER & JH	164	37	201	27	174

18.1

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6.	AP and OR	334	90	424	67	357
7.	TN and KR	75	151	226	53	173
8.	KN and GA	60	30	90	--	90
9.	MH and CH	46	41	87	22	65
10.	GJ and MP	101	--	101	34	67
11.	NATRSS, ZTI, HO and Tribunal	139	--	139	--	139
	TOTAL	1,432	349	1,781	253	1,528

INTERNAL AUDIT

18.3 The Audit Directorate in the Head office monitors the audit of ROs and SROs and other offices carried out by the Internal Audit Parties. Earlier a decision was taken to carry out 100% Audit of Form 24 balances in order to facilitate Computerisation by providing clean data, emphasis over General Audit of Administration, Compliance and other wings have got diluted over these years. Further with the increase in the number of ROs and SROs, the number of Audit Parties was raised to 15. Each Audit Party consists of the following strength:

Sl.	Designation	Pre revised Scale	Revised Scale	Sanctioned Strength
01	Deputy Director (Audit)	10000-325-15200	15600-39100 Grade Pay 6600	01
02	Assistant Director (Audit)	8000-275-13500	15600-39100 Grade Pay 5400	02
03	Assistant Audit Officer	6500-200-10500	9300-34800 Grade Pay 4200	02
04	Auditor	5500-175-9000	9300-34800 Grade Pay 4200	02

18.4 However, the number of Audit Parties constituted is yet not up to the mark and the process for filling of these posts is going on and now it is under final stage. It is expected that the additional Audit Parties would start functioning in the middle of the next financial year and timely audit of the offices would be ensured. The position of progress in various Regions achieved in audit by the Internal Audit Parties during the year is as under.

18.2



SI No.	Name of the Zone / Region / SRO under Adtl. CPFC	No. of Paras outstanding as on 1.4.2008	Additions during the year	Total	No. of paras settled or final replies sent	No. of paras outstanding as on 31.3.2009
1.	DL and UK	67	110	177	33	144
2.	PN and HP	59	--	59	34	25
3.	HR and RJ	138	--	138	47	91
4.	UP and BR	424	224	648	299	349
5.	WB,NER & JH	358	183	541	39	502
6.	AP and OR	321	178	499	23	476
7.	TN and KR	85	120	205	43	162
8.	KN and GA	79	--	79	9	70
9.	MH and CH	71	92	163	21	142
10.	GJ and MP	195	103	298	28	270
11.	NATRAS, ZTI, HO and Tribunal	79	27	106	14	92
	TOTAL	1876	1037	2913	590	2323

AUDIT BY THE CHARTERED ACCOUNTANTS FIRMS

18.5 The formation of more audit parties with the growth of workload and creation of more offices had been pending for some time. Keeping these constraints a decision was taken with the approval of the CBT to engage private Chartered Accountants Firms to conduct Internal Audit on trial basis. Approval of the CBT, EPF in this regard was first taken in its 165th meeting held on 03.12.2003 and recent approval was received in 175th meeting held on 28.03.2006, to engage Chartered Accountants Firms for completing the audit of the offices where Internal Audit had fallen in arrears due to shortage of regular audit parties. As mandated by the CBT, a CA Firm M/s. Anand and Ponnappan has been assigned the Audit of Regional Office, Chennai. However, the CA Firm shortlisted for the audit of RO, Bandra I refused to accept the assignment in response to which new process for short listing has been initiated for RO, Bandra.

18.3

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CHAPTER 19

PUBLIC INFORMATION

In order to promote transparency and accountability in the working of every public authority and to empower the citizens to secure access to information under the control of each public authority, the Govt. of India enacted "The Right to information Act, 2005" which came into force on 15.06.2005. The Right to information has been given the status of fundamental rights under article 19(1) of the Constitution of India which provides the citizens the freedom of speech and expression and the right to know the role, functions etc. of the government.

19.2 The Act casts obligation on the public authority to facilitate the citizens to have access to the information held under their control and to ensure that the rights of the citizens are met in right earnest. Information laws are known to have a positive impact on different spheres of society, politics and public administration and holds governments and their instrumentalities accountable to the governed.

19.3 Going by the spirit of the Act, EPFO has designated Central Public Information Officers(CPIOs), Central Assistant Public Information Officers (CAPIOs) and Appellate Authorities for each field offices as well as each Division of Head Office to discharge the responsibly under the Act. The list of these officials is available on the EPFO's website: www.epfindia.gov.in. All Public Information Officers have this responsibility to assist the requesters and transfer the request to proper public authority, if necessary. Denial of any request has to be justified by CPIO. The RTI Act has an over riding effect on other secrecy laws. There are penalties prescribed on delinquent PIOs.

19.4 The Public Information Division at Head Office receives and forwards RTI applications and also reviews the functioning of machinery responsible for sharing of information under the RTI Act.

19.1

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19.5 The disposal of information requests for the financial year 2008-09 is as given below:-

Progress in 2008 -09					
	Opening Balance as on 01.04.2008	Received during the year (including cases transferred to other Public Authority)	No. of cases transferred to other Public Authorities	Decision where requests/ appeals rejected	Decision where requests/ appeals accepted
Requests	168	13016	688	982	11514
First Appeals	19	984	14	112	877

Number of times various provisions were invoked while rejecting requests														Number of cases where disciplinary action was taken against any officer in respect of administration of the Act	Amount of Fee Collected		
Section 8 (1)										other sections					Registration Fee	Additional Fee & Any Other Charges	Penalties Amount
a	b	c	d	e	f	g	h	i	J	9	11	24	Other				
4	0	0	16	111	0	3	12	23	233	0	41	0	622	NIL	Rs 116631/-	Rs. 26104/-	nil

No. of CAPIOs designated	No. of CPIOs designated	No. of Appellate Authorities designated
124	138	50

19.2

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CHAPTER 20

EPF APPELLATE TRIBUNAL

Section 7D of the EPF & MP Act 1952 provides for setting up an Appellate Tribunal for adjudicating the disputes arising out of the enforcement of the Act. Though the provision to constitute Appellate Tribunal was incorporated by 33rd amendment of the Act effective from 01.08.1988, the first Employees' Provident Funds Appellate Tribunal was constituted by the Central Govt. w.e.f. 1st July, 1997.

20.2 At present, the Tribunal consists of one bench located at Delhi. The Central Govt. is the competent authority to appoint Presiding Officer of the EPF Appellate Tribunal. The term of office of the presiding officer is for a period of 5 years from the date of entering office or until he attains the age of 62 years, whichever is earlier.

20.3 Any person aggrieved by the notification issued by the Central Government or an order passed by the Central Government or any authority under the proviso to sub-section (3) or sub section (4) of section 1 or section 3 or sub-section (1) of Section 7A or Section 7B (except an order rejecting an application for review) or Section 7C or Section 14B of the Act may prefer an appeal before the Tribunal within 60 days from the date of issue of the impugned order. The Tribunal may condone the delay in filing, if it is satisfied that the appellant was prevented by sufficient cause from preferring the appeal within prescribed period.

20.4 During the year 2008-09, out of the total workload of **3201** cases **818** cases were decided. Thus **2383** cases were pending at the end of the year.



APPENDIX A-1

MEMBERS OF CENTRAL BOARD OF TRUSTEES, EPF (As on 31.03.2009)	
Chairman	State Government Representatives
1. Minister of State for Labour & Employment (Independent Charge), Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001.	8. Secretary to the Govt. of Andhra Pradesh, Labour & Employment Department, Andhra Pradesh Secretariat, Hyderabad – 500022
Vice-Chairperson	
2. Smt. Sudha Pillai, Secretary to the Govt. of India, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001.	9. Secretary to the Govt. of Assam, Labour & Employment Department, D-Block, 3 rd Floor, Assam Sachivalaya, Dispur, Guwahati - 781005 (Assam).
Central Government Representatives	
3. Shri S. Krishnan, Special Secretary to the Govt. of India, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001.	10. Secretary to the Govt. of Bihar, Deptt. of Labour, Training and Employment, Vikas Bhawan, New Secretariat, Patna – 800015.
4. Shri S. K. Srivastava Joint Secretary to the Govt. of India, Social Security Division, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001.	11. Principal Secretary to the Govt. of Gujarat, Labour and Employment Department, New Sachivalaya, Sardar Patel Bhawan, Block No.5, 6 th Floor, Gandhi Nagar - 382010.
5. Dr. K. P. Krishnan, Joint Secretary to the Govt. of India, Ministry of Finance, North Block, New Delhi - 110001.	12. Principal Secretary to the Govt. of Haryana, Department of Labour & Employment, Room No. 335, 3 rd Floor, New Haryana Civil Secretariat, Sector-17, Chandigarh - 160017.
6. Joint Secretary & Financial Advisor, Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001.	13. Secretary to the Govt. of Karnataka, Department of Labour, 414, 4 th Floor, Vikasa Soudha, Dr. B. R. Ambedkar Veedhi, Bangalore – 560 001.
7. Shri S. K. Verma, Director (Social Security), Ministry of Labour & Employment, Shram Shakti Bhawan, Rafi Marg, New Delhi - 110001.	14. Principal Secretary to the Govt. of Madhya Pradesh, Labour Department, Vallabh Bhawan, Room No. 240, 2 nd Floor, Bhopal (M. P.).



		Employers' Representatives	
15.	Principal Secretary to the Govt. of Maharashtra, Industry, Labour & Energy Department, Room no. 620, Annexe, 6 th Floor, Mantralaya, Mumbai - 400032.	23.	Shri J.P. Chowdhary, Chairman & Managing Director, M/s. Titagarh Steels Limited, 113, Park Street, Kolkata - 700016.
16.	Secretary to the Govt. of Orissa, Labour & Employment Department, Orissa Secretariat, Bhubaneswar – 751001.	24.	Dr. Ram S. Tarneja, Flat No. 2102, Planet Godrej, AQUA Tower – II, K. K. Marg, Jacob Circle, Mahalaxmi, Mumbai – 400011.
17.	Principal Secretary to the Govt. of Punjab, Labour Department, Room No.510, 6 th Floor, Mini Secretariat, Sector-9, Chandigarh.	25.	Shri Sharad Patil, Secretary General (CIE), Employers' Federation of India, 204 - Joanna, 10 - Manual Gonsalves Road, Bandra West, Mumbai- 400050.
18.	Secretary to the Govt. of Rajasthan, Labour and Employment Department, Administrative Secretariat, Jaipur (Rajasthan).	26.	Shri U. K. Dikshit, Director (SCOPE), SCOPE COMPLEX, 7, Lodhi Road, New Delhi-110 003
19.	Secretary to the Govt. of Tamil Nadu, Labour and Employment Department, Maaligai, Secretariat, Chennai – 600009.	27.	Shri Santosh Saraf, 108 - Standard House, 83 - Maharshi Karve Road, Mumbai - 400002.
20.	Secretary to the Govt. of Uttar Pradesh, Labour & Employment Department, "Bapu Bhawan", Vidhan Sabha Marg, Lucknow-226001.	28.	Shri P. Rajendran (CII), NIIT Limited, No. 85, Sector- 32, Institutional Gurgaon – 122001.
21.	Principal Secretary to the Govt. of West Bengal, Labour Department, Writers Building, Kolkata – 700001.	29.	Shri B. P. Pant, Secretary, AIEO, Federation House, V/10, NCERT Campus, Aurobindo Marg, New Delhi - 110016.
22.	Secretary to the Govt. of NCT of Delhi, Labour Department, 5 th Floor, 504, A – Wing, Delhi Secretariat, I. P. Estate, New Delhi - 110002.	30.	Shri Babulal B. Todi (AIMO), Managing Director, M/s. Todi Estate, Sun Mill Compound, Lower Parel, Mumbai - 400013.



31.	Shri S. S. Rathi, Vidya Wires Pvt. Ltd., 123, Vitthal Udyog Nagar, Anand – 388121 (Gujarat).	38.	Shri D. L. Sachdev, Secretary, AITUC, 35-36, Deen Dayal Upadhyay Marg, New Delhi – 110002.
32.	Shri Ravi Wig (PHDCCI), Wig House, House No. 618, Sector – 21A, Faridabad – 121001 (Haryana).	39.	Shri A. D. Nagpal, Secretary, Hind Mazdoor Sabha, 1181, Sector 43-B, Chandigarh - 160022.
Employees' Representatives			
33.	Shri Girish Awasthi, All India President, BMS, H.No.196/A(2), Shakti Vihar, Kalyanpur, Kanpur- 208001 (U.P.).	40.	Shri W. R. Varada Rajan, Secretary, CITU, AE-113, Tenth Main Road, Annanagar, Chennai - 600040.
34.	Shri B. N. Rai, All India Secretary, BMS, 116, Bakar Mahal, Barrack pore, N - 24 Parganas (W.B.), Kolkata – 700120.	41.	Shri Sankar Saha, Secretary, All India Committee, United Trade Union Centre, 77/2/1, Lenin Sarani (1 st Floor), Kolkata - 700013.
35.	Shri M. P. Patwardhan, President, Mumbai Mazdoor Sangh, 25, 32,33 Ibrahim Mansion, Dr. Ambedkar Road, Parel, Mumbai - 400012.	42.	Shri Nirmal Ghosh, Member, INTUC, 2, Iswar Chatterjee Road, P.O. Sodepur – 743 178, Dist.: 24 Parganas (North), West Bengal.
36.	Dr. G. Sanjeeva Reddy, President, INTUC, 6/8, Leigh, Barkatpura, Hyderabad - 500027.	Member Secretary	
37.	Shri Ashok Singh, Secretary, INTUC, No. 435, Vishwas Khand III, Gomti Nagar, Lucknow.	43.	Central Provident Fund Commissioner, Employees' Provident Fund Organisation, Head Office, Bhavishya Nidhi Bhawan, 14 - Bhikaiji Cama Place, New Delhi - 110066.



APPENDIX A-2

LIST OF REGIONAL OFFICE, SUB-REGIONAL OFFICE, INSPECTORATE AND SERVICE CENTRE AS ON 31.03.2009				
S.No.	REGIONAL OFFICES	SUB-REGIONAL OFFICES	DISTRICT OFFICES	SERVICE CENTRE
1.	Hyderabad (Andhra Pradesh)	1. Kukatpally 2. Patancheru 3. Siddipet	1. Nirmal (Adilabad)	
2.	Nizamabad (Andhra Pradesh)	1. Karimnagar 2. Warangal	1. Khammam	1. Nalgonda
3.	Guntur (Andhra Pradesh)	1. Visakhapatnam 2. Rajahmundry 3. Cuddapah	1. Guntur 2. Vijaywada 3. Ongole 4. Visakhapatnam 5. Vizianagaram 6. Srikakulam 7. Rajamundry 8. Kakinada 9. Bhimavaram 10. Elluru 11. Kadapa 12. Kurnool 13. Nellore 14. Tirupathi 15. Ananthapur	--
4.	Patna (Bihar)	1. Muzaffarpur 2. Bhagalpur	1. Gaya 2. Rohtas 3. Darbhanga 4. Katihar 5. Munger	--
5.	Raipur (Chhatisgarh)	--	1. Bilaspur	--
6.	Delhi (North)	--	--	--
7.	Delhi (South)	1. Laxmi Nagar	--	--
8.	Ahmedabad (Gujarat)	1. Rajkot 2. Naroda 3. Vatwa	1. Mehsana 2. Bhavnagar 3. Nadiad 4. Jamnagar 5. Junagadh 6. Gandhidham 7. Surendranagar 8. Himmat Nagar	



9.	Surat (Gujrat)	1. Vapi	1. Bharuch	
10.	Vadodra (Gujarat)	--
11.	Panaji (Goa)	--	--	1.Margao
12.	Faridabad (Haryana)	1. Karnal	1. Yamunanagar 2. Ambala 3. Sonapat 4. Panipat	--
13.	Gurgaon (Haryana)	1. Rohtak	1. Hissar	--
14.	Shimla (Himachal Pradesh)		1. Shimla 2. Parwanoo 3. Paonta Sahib 4. Palampur 5. Kullu	
15.	Ranchi (Jharkhand)	1. Jamshedpur	1. Koderma 2. Bokaro 3. Giridih 4. Dhanbad 5. Deoghar 6. Sahebganj 7. West Singhbhum	--
16.	Bangalore (Karnataka)			--
17.	Mangalore (Karnataka)	1. Hubli 2. Mysore 3. Gulbarga 4. Bellary 5. Chikmangalur 6. Raichur 7. Shivamoga 8. Udupi	1. Belgaum 2. Madikeri 3. Bijapur 4. Raichur 5. Hassan	--
18.	Peenya(KN)	1. Bommasanda 2. K.R.Puram	1. Kolar 2. Tumkur	1. Kolar 2. Tumkur
19.	Thiruvanthapuram (Kerala)	1. Kottayam 2. Ernakulam 3. Kozhikode 4. Kannur 5. Kollam	1. Thiruvananthapuram 2. Kollam 3. Kottayam 4. Munnar 5. Ernakulam 6. Alleppey 7. Trissur	1. Kollam 2. Trissur 3. Palakkad --



			8. Kozhikode 9. Kalpetta 10. Palakkad 11. Kannur	
20.	Indore (Madhya Pradesh)	1. Jabalpur 2. Bhopal 3. Ujjain 4. Gwalior 5. Sagar	1. Khandwa 2. Dhar 3. Indore Circle 4. Satna 5. Chhindwara 6. Jabalpur Circle 7. Itarsi 8. Bhopal Circle 9. Ratlam 10. Ujjain Circle 11. Gwalior Circle	--
21.	Mumbai-I Bandra (Maharashtra)	--	--	--
22.	Mumbai-II Thane (Maharashtra)	1. Vashi	--	--
23.	Pune (Maharashtra)	1. Kolhapur 2. Solapur		
24.	Nagpur (Maharashtra)	1. Aurangabad 2. Akola	1. Chandrapur 2. Amaravati	--
25.	Kandivali (Maharashtra)	1. Nasik	1. Jalgaon 2. Ahmednagar	
26.	Guwahati (North Eastern Region)	1. Tinsukia 2. Agartala (Tripura) 3. Shillong	1. Silchar 2. Tezpur 3. Bongaigaon 4. Dimapur 5. Jorhat 6. Dharmanagar	1. Imphal 2. Itanagar 3. Aizwal
27.	Bhubaneshwar (Orissa)	1. Rourkela 2. Berhampur 3. Keonjhar	1. Cuttack 2. Balasore 3. Sambalpur 4. Barbil 5. Rayagada	--
28.	Chandigarh (Punjab)	1. Bathinda	--	1. Patiala 2. Mandi gobindgarh 3. Moga 4. Sangrur



29.	Ludhiana (Punjab)	1. Amritsar 2. Jalandhar	1. Batala 2. Phagwara 3. Hoshiarpur	--
30.	Jaipur (Rajasthan)	1. Kota 2. Udaipur 3. Jodhpur	1. Ajmer 2. Alwar 3. Bharatpur 4. Jhunjhunu 5. Bhilwara 6. Bikaner 7. Pali 8. Sriganganagar	--
31.	Chennai (Tamil Nadu)	1. Ambattur	1. Chennai	
32.	Madurai (Tamil Nadu)	1. Tirunelveli 2. Nagercoil	1. Madurai 2. Dindigul 3. Sivakasi 4. Tirunelveli 5. Tuticorin	
33.	Coimbatore (Tamil Nadu)	1. Trichy 2. Salem	1. Coimbatore 2. Coonoor 3. Ooty 4. Tirupur 5. Pollachi 6. Tanjore 7. Trichy 8. Kumbakonam 9. Cuddalore 10. Karur 11. Salem 12. Erode 13. Krishnagiri	Tripur
34.	Tamaram (Tamil Nadu)	1. Vellore 2. Pondicherry	1. Pondicherry 2. Vellore 3. Tamaram	1. Vellore 2. Pondicherry
35.	Kanpur (Uttar Pradesh)	1. Lucknow 2. Varanasi 3. Bareilly 4. Gorakhpur	1. Moradabad 2. Allahabad	1. Kanpur 2. Ghaziabad
36.	Meerut (Uttar Pradesh)	1. Noida 2. Agra	1. Muzaffar Nagar 2. Saharanpur	



			3. Aligarh	
37	Dehradun (Uttarakhand)	1. Haldwani	--	1. Haridwar
38	Kolkata (West Bengal)	1. Park Street 2. Howrah 3. Barrackpore 4. Durgapur 5. Andaman	1. Midnapur 2. Shrirampur	--
39	Jalpaiguri (West Bengal)	1. Darjeeling 2. Jangipur 3. Silliguri	1. Alipurduar 2. Malbazar	1. Sikkim
TOTAL	39	78	135	21

**APPENDIX A-3**

Summary of Defaulting Unexempted Establishments - Rs. 50 Lakhs and Above		
REGION	NUMBER OF DEFAULTING ESTABLISHMENTS	AMOUNT (Rs. In Lakhs)
Delhi North	0	0.00
Delhi South	4	392.73
Haryana	8	2337.60
Himachal Pradesh	3	509.37
Chandigarh	8	3200.03
Ludhiana	7	796.80
Uttar Pradesh	58	10807.53
Uttarakhand	6	471.25
NORTH ZONE	94	18515.31
Bihar	23	4134.12
Jalpaiguri	29	2763.77
Kolkata	24	4013.58
Jharkhand	3	437.93
Orissa	46	17539.32
North East Region	10	1570.59
EAST ZONE	135	30459.31
Bangalore	18	3962.34
Mangalore	11	1349.68
Guntur	15	2724.85
Hyderabad	11	1110.02
Kerala	53	8914.59
Chennai	16	1791.43
Coimbatore	49	6818.29
Madurai	26	5428.60
SOUTH ZONE	199	32099.80
Chhattisgarh	6	2134.38
Goa	0	0.00
Ahmedabad	12	1199.17
Vadodara	11	1316.45
Mumbai - I [Bandra]	19	14793.02
Mumbai - II [Thane]	9	979.63
Nagpur	49	10317.81
Pune	19	2891.78
Madhya Pradesh	45	12770.99
Rajasthan	13	2839.21
WEST ZONE	183	49242.44
Total	611	130316.86



APPENDIX A-4

List of Defaulting Unexempted Establishments - Rs. 1 Crores and Above					
S.No.	Region Code	Code No.	INDUSTRY	Amount (Rs. In lakhs)	Total Amount in Lakhs
DELHI (SOUTH)					
1	DL	8076	Altos India Pvt. Ltd	177.33	
2	DL	17946	DSS Mobile Communications Ltd	101.35	
Total of the region					278.68
CHANDIGARH					
1	PN	13882	Golden Forest (I) Ltd; Lalru, Patiala	1604.26	
2	PN	13796	Xen Anandpur Sahib Hydol, Ganguwal	653.01	
3	PN	4715	Punwire Ltd; Mohali	414.47	
4	PN	12686	JCT Electronics Ltd; Ph.VIII, Mohali	268.82	
Total of the region					2940.56
LUDHIANA					
1	PN	15106	Bawa Shoes,Goindwal Sahib,Amritsar	244.63	
2	PN	1748	Auto PistonLtd, Amritsar	206.40	
3	PN	10178	Punjab Fibre,Jalandhar	110.84	
Total of the region					561.87
UTTARAKHAND					
1	UA	1281,	UTC Dehradun	108.72	
2	UA	16927	Crystal Credit	101.37	
Total of the region					210.09
UTTAR PRADESH					
1	UP	4049	Duncan India Ltd., Kanpur	1198.11	
2	UP	12181	Purvanchal Sahkari Katai Mills, Ghazipur	630.34	
3	UP	18958	Malvika Steels Pvt. Ltd.,Sultanpur	583.97	
4	UP	338	Allahabad Patrika Pvt. Ltd.,Allahabad,	465.08	
5	UP	3745	M/s Harduaganj Thermal Power Station,Kasimpur,Aligarh	425.07	
6	UP	14197	U.P. Coop Spining Mill Behri, Bareilly	373.98	
7	UP	4572	The Kashi Sahakari Chini mills,Bhadohi,	350.65	
8	UP	14436	U.P. Coop Spining Mill J.P. Nagar,	338.81	
9	UP	6156	The Kisan Sahakari Chini Mills,Azamgarh	319.47	
10	UP	5115	M/s U.P. Handloom Corp.Ltd.,Kanpur	293.45	
11	UP	336	Associated Journals	289.67	
12	UP	332	I.T.R. Bareilly	277.97	
13	UP	13852	M/s Betwa River Board, Lalitpur, Jhansi	274.46	
14	UP	1189	UPICA, Kanpur	260.93	
15	UP	28043	Kamlapur Suger Industries	253.69	



16	UP	6918	UPSRTC, Jhansi	247.68	
17	UP	843	Uttar Pradesh State Transport Corporation Gazipur	242.99	
18	UP	796	M/s UPSRTC,Agra	218.49	
19	UP	14182	Rajendra Steel Ltd., Kanpur Dehat	176.51	
20	UP	6236	The Kisan Sahkari Chini Mills Ltd.	164.70	
21	UP	191	U.P.S.S.C., Deoria	144.08	
22	UP	11399	Nagina Sehkari Katai Mill, Bijnor	139.96	
23	UP	2870	U.P. Co-operative Spg. Mills, Etawah	137.76	
24	UP	795	M/s UPSRTC,Agra	136.00	
25	UP	172	U.P.S.S.C., Nawabganj	133.05	
26	UP	6946	UPSRTC, Farrukhabad	132.03	
27	UP	495	Sitapur Plywood	115.25	
28	UP	14779	Arhant Ind.,Ltd, Sikandrabad, Bulandsahar	115.17	
29	UP	938	National Winder, Varanasi,	113.46	
30	UP	176	U.P. State Suger Cop. Hardoi	104.30	
31	UP	16018	Rapti Housing Finance, GKP	103.00	
32	UP	12149	Mau Aima Sahakari Katai Mills,Allahabad	100.48	
33	UP	203	Ajudhiya Sugar Mills, Moradabad	100.28	
Total of the region				8960.84	
HARYANA					
1	HR	286	Jhallani tools, Fardabad	1184.29	
2	HR	6869	Aruna Bhatta Co.	10.60	
3	HR	1291	Philandelpa Hospital, Ambala City	10.59	
Total of the region				1205.48	
HIMACHAL PRADESH					
1	HP	10429	Siddratha Super Spinning Mills, Nalagarh, Solan	335.53	
2	HP	10789	Himachal Fibres Limited	121.70	
Total of the region				457.23	
ORISSA					
1	OR	1683	Orissa lift Irrigation Corporation	8607.86	
2	OR	1	Orissa Textile Mills,Cuttack	1022.71	
3	OR	439	Orissa Industries Ltd, Sundergarh	923.37	
4	OR	917	Orissa Workers Corporation Spinning Mills Ltd.	474.58	
5	OR	1833	Kalinga Weavers Coop Spinning Mills Ltd, Govindpur	467.67	
6	OR	655	B.T.M., Jharsuguda	453.04	
7	OR	87	OSRTC, Berhampur	554.43	
8	OR	1629C	Gammon India Ltd. Khurda	389.98	
9	OR	3251	Jagannath WCS Ltd, Nuapatna, Cuttack	379.30	
10	OR	261	KIW, Hirakud	346.49	
11	OR	6214	P.C.L. STICCO, Bhubaneshwar	277.04	



12	OR	347	Hirakud Industrial Works	250.47	
13	OR	700	Orissa Agro Industries, BBSR	213.40	
14	OR	5379	Orissa Primary Education Programme Authority	188.73	
15	OR	3789	Dayalal Meghaji & Co.	183.88	
16	OR	3164	Sonepur Spinning Mills, Sonepur Raj	172.94	
17	OR	3689	IPISTEEL Ltd. Dhankaral	152.95	
18	OR	3464	G.C. Shah,Sambalpur	146.74	
19	OR	6587	Mayurbhanj Irrigation Division,	141.74	
20	OR	4117	Orissa Engineering College	138.67	
21	OR	3520	Shree Sarala Weavers Coop Spinning Mills Ltd	117.37	
22	OR	3162	Ex. Eng. Mahanadi Chitrotopala Island Irrigation (S&M) Divn	111.27	
23	OR	4958	Gopinath WCS, Balasore	110.09	
24	OR	2063	Utkal Weavers Coop Spinning Mills, Khurda	108.56	
25	OR	8107	Asha Erectors	107.22	
26	OR	1361	OSRTC, Cuttack	102.88	
Total of the region					16143.38
KOLKATTA					
1	WB	542	Central Cotton Mill (NTC)	456.37	
2	WB	113	Rampooria Cotton Mill (NTC)	407.18	
3	WB	9608	Simon Carves	355.36	
4	WB	16165	M/s. Favourite Small Investment Ltd.	292.06	
5	WB	34352	Maple Export Pvt. Ltd.	289.01	
6	WB	112	Bengal Laxmi Cotton Mills(NTC)	228.57	
7	WB	350	Bengal Fine Spinning Mills. (NTC)	198.58	
8	WB	28199	Food Corporation of India	181.64	
9	WB	12201	Indo Japan Steels Ltd.	169.85	
10	WB	26	The Empire Jute Co.	168.18	
11	WB	9744	Wool Combers Of India Ltd.	131.16	
12	WB	12317	Eastend Paper (P) Ltd.	131.02	
13	WB	28546	M/s. Star Security & Detective Agency	129.77	
14	WB	9152	Holman Climax Mfg. Ltd.	117.52	
Total of the region					3256.27
JALPAIGURI					
1	WB	1081	Samsing Tea Estate	265.57	
2	WB	670	Raimatang Tea Estate	141.23	
3	WB	1432	Dima Tea Estate	138.38	
4	WB	651	New Dooars Tea Estate	122.19	
5	WB	936	Kamala Tea Estate	114.82	
6	WB	1465	Karballa Tea Estate	114.19	
7	WB	853	Dumchipara Tea Estate	106.96	
8	WB	889	Madhu Tea Estate	100.98	



9	WB	973	Bamandanga Tandoo Tea Estate	100.30	
Total of the region				1204.62	
NORTH EAST REGION					
1	AS	1339	TJML	295.02	
2	AS	1268	St.A.College	286.31	
3	AS	842	NS Mill	191.91	
4	AS	1026	MHHDC	183.59	
5	AS	649	SCCo-op Bank	140.62	
6	AS	3996	BSNL,Silchar	129.44	
7	AS	219	BS Mill	103.43	
Total of the region				1330.32	
JHARKHAND					
1	JH	5355	Bilal Bidi, Poakur Pvt. Ltd.	165.77	
2	JH	5152	SNL Ranchi	144.37	
3	JH	2630	DCC Bank	127.79	
Total of the region				437.93	
BIHAR					
1	BR	2806	Bihar State Sahkari Board	1199.55	
2	BR	1983	BSSC Purnea	412.05	
3	BR	3	NJMC Katihar	268.85	
4	BR	7807	GADA Motihari	224.92	
5	BR	1806	BSEB Board	223.65	
6	BR	7305	Bihar Sanskrit Shiksha Board	212.40	
7	BR	290	News Paper Publicaiton	195.03	
8	BR	2084	Azad Transport	191.68	
9	BR	3256	Ashok Paper Mill	173.76	
10	BR	3481	Bihar Rajya Beej Neegam	146.37	
Total of the region				3248.26	
BANGALORE					
1	KN	6994	Brindavan Alloys	2036.29	
2	KN	970	Mysore Minerals	338.69	
3	KN	1031	Kirloskar Batteries	200.45	
4	KN	19796	JVG Finance	129.26	
5	KN	24237	BMTC	124.36	
6	KN	4539	KMA Ltd.,	119.52	
7	KN	11559	Spun Silk India Lt.d,	111.59	
8	KN	13718	Electrex India Ltd.,	173.13	
Total of the region				3233.29	
MANGALORE					
1	KN	2260	Ideal Jawa (P) Ltd.	409.69	



2	KN	20898	Sai Securities	266.43	
3	KN	7901	B.T. Patil & Sons, Belgaum	135.67	
4	KN	98	India Sugars Ltd.	103.94	
Total of the region				915.73	
KERALA					
1	KR	16159	Muthoot consultancy	2495.32	
2	KR	2568	Madras Spinners	389.99	
3	KR	68	Manjumala Estate	324.72	
4	KR	10416	Beverages Corporation	273.42	
5	KR		Lekshmi Enterprises(8Estts)	265.75	
6	KR	67	Kolikanam Estate	245.64	
7	KR	267	Pambanar Estate	229.52	
8	KR	396	Kuduakarana Estate	226.37	
9	KR	12344	Keltron equip Complex	209.18	
10	KR	269	Nellikai Estate	196.53	
11	KR	10160	Autokast Ltd.	170.54	
12	KR	294	Pasumala Estate	168.04	
13	KR	266	Thengakal Estate	157.42	
14	KR	3237	Pushpagiri Hospital	157.41	
15	KR	268	Granby Estate	155.71	
16	KR	2638	Thiruvepathy Mills Ltd	147.69	
17	KR	2356	Co-op Sugars Ltd.	134.69	
18	KR	401	Glenmary Estate	134.34	
19	KR	395	Ladrin Estate	127.77	
20	KR	3110	Mount Estate	127.15	
21	KR	446	Vagamon Tea	125.88	
22	KR	270	Thungamala Tea	118.04	
23	KR	390	Mahavir Estate	111.41	
24	KR	12387	IHRD TVM	104.00	
25	KR	16262	Anzar Cashew, KLM	103.77	
26	KR	17561	KKD Med colle Dev Authy	101.68	
27	KR	17561	KKD MCH Dauthy,KKD	101.68	
28	KR	185	Common Wealth Factory	100.59	
Total of the region				7204.25	
CHENNAI					
1	TN	PC/ 20	Anglo French Textile Ltd.	296.06	
2	TN	4981	Saraswati Mills	229.67	
3	TN	8611	TN Agro. Engg. Coop Fed.	189.09	
4	TN	30001	Pentafour Products Ltd.	113.61	
6	TN	19937	Abdul Azeez Sahib & Sons	109.90	
7	TN	49016	Tops Detectives, Chennai -20	104.07	



Total of the region					1042.40
COIMBATORE					
1	TN	16681	Uma Maheswari Mills	755.36	
2	TN	153	Uma Parameshwari	524.81	
3	TN	4900	Salem Dt. Coop Spg.Mills Ltd	318.64	
4	TN	5562	Karur Dt.CoopSpgMills	285.44	
5	TN	17496	Asian Bearings	258.16	
6	TN	5531	Nagapatinam Dt.Co.opSpg.Mill	237.84	
7	TN	6517	Salem Tex. Ltd.	224.33	
8	TN	136	Lakshmi Shanmuga Mills Ltd	219.88	
9	TN	5544	Erode Dt. Coop Spg.Mills Ltd	198.16	
10	TN	55	CBE Pioneer Mills	194.66	
11	TN	12461	CBE Popular Spg.Mills	188.55	
12	TN	131	Jawahar Mills Ltd	164.70	
13	TN	1160	Mettur Textiles	159.51	
14	TN	74	RSL Textiles	154.72	
15	TN	6091	Arcot Textiles Mills	126.79	
16	TN	21376	NEPC Textiles	123.31	
17	TN	2473	Kwality Spg. Mills	122.78	
18	TN	3179	Trichirapali Consumers Co.op Wholesale	122.15	
19	TN	8400	Kongarar Spinners	121.25	
20	TN	10661	Selvarani Spg. Mills	119.40	
Total of the region					4620.44
MADURAI					
1	TN	6357	Swamiji Mills Limited	730.50	
2	TN	861	Shree Vishalakshi Mills (P) Ltd.	492.07	
3	TN	2298	Sitalakshmi Mills Ltd.	372.10	
4	TN	861-A	Shree Visalakshi Mills(P) Ltd	351.41	
5	TN	55649	TNEB Nagercoil	330.69	
6	TN	1707	Sri Sivakami Mills Ltd.	295.42	
7	TN	11266	Sri Vekatesa Paper & Boards Ltd.	285.96	
8	TN	20905	Viswabharathi Textile (P) Ltd.	273.46	
9	TN	2133	South India Cooperative Spining	270.69	
10	TN	55651	TNEB. Tuticorin	229.11	
11	TN	55650	TNEB Tirunelveli	193.25	
12	TN	7130	Seyadu Beedi Company, Tirunelveli	184.09	
13	TN	29029	B V V Paper Industries Ltd.	179.71	
14	TN	159	The Mahalakhshmi Mills(P) Ltd. Madurai	179.08	
15	TN	5518	Madurai District Cooperative Spinning Mills Ltd	128.35	
16	TN	3926	Thiruchendra Coop. Spinning Mills Limited, Madurai	111.90	
17	TN	20567	The Ramanathpura, District Co-op Spinning Mills	106.65	



18	TN	437	The Janakiram, Mills Ltd.	103.79	
19	TN	3115	The Srivilliputur Coop Spinning Mills Ltd	102.11	
Total of the region				4920.34	
GUNTUR					
1	AP	370	Sarvaraya Textiles	400.55	
2	AP	2814	Sarvaraya Textiles	383.84	
3	AP	2	Nellimarla Jute Mills	370.42	
4	AP	1184	Panyam Cements Ltd.,	353.27	
5	AP	23	Rayalaseema Mills Ltd.,	285.87	
6	AP	2813	Yemminganur Spinning Mills	170.46	
7	AP	2814	Sarvaraya Textiles	164.42	
8	AP	294	G.N.Products	143.58	
Total of the region				2272.41	
HYDERABAD					
1	AP	11692	Allwyn Watches	233.75	
2	AP	3345	KUC	171.23	
3	AP	9241	R&B., Wgl	151.81	
Total of the region				556.79	
CHATTISGARH					
1	CG	1249	CIDC RAIPUR	946.74	
2	CG	4047	CIDC, Bilaspur	670.70	
3	CG	1681	Kedia Castle Dellon	240.29	
4	CG	6482	Kedia Distelliries, Durg	152.55	
Total of the region				2010.28	
MADHYA PRADESH					
1	MP	5417	MPSRTC SEONI	1346.08	
2	MP	225	M.P.S.R.T.C. Gwalior	2317.50	
3	MP	4044	M.P.S.R.T.C. Ujjain	1300.55	
4	MP	4045	M.P.S.R.T.C. Sagar	704.38	
5	MP	4046	M.P.S.R.T.C. REWA	642.25	
6	MP	229	M.P.S.R.T.C. Central Workshop Gwalior	625.28	
7	MP	3992	JANU Jabalpur	611.71	
8	MP	11	Binod Mills Co. Ltd. Ujjain	599.96	
9	MP	2070	Shree Synthetics Ltd., Ujjain	417.89	
10	MP	264	M.P.S.R.T.C. JABALPUR	355.24	
11	MP	3839	I.D.A. Indore	267.35	
12	MP	8953	JDA JABALPUR	247.03	
13	MP	1382	M.P.R.H.B.S.S. JABLAPUR	226.53	
14	MP	3424	Gajra Bavel Gears Ltd., Dewas	217.03	
15	MP	82	Bhopal Sugar Industries	191.20	



16	MP	3982	G.S.I.T.S. College	186.48	
17	MP	11-A	Bimal Mills Ujjain	181.45	
18	MP	4	Rajkumar Mills	174.61	
19	MP	1143	M.P.R.T.C. Indore	155.76	
20	MP	15378	Kiddier Corner Senior S.School Gwalior	154.75	
21	MP	9734	C.T. Cotton Yarn Gwalior	132.72	
22	MP	1	Hukamchand Mills	124.23	
23	MP	2	Indore Malwa Mills	108.24	
24	MP	1128	Steel Tubes of India Dewas	103.52	
25	MP	2663	Jayant Vitamins, Ratlam	102.68	
Total of the region				11494.42	
MUMBAI I (BANDRA)					
1	MH	1133	H.B.L. Global Pvt.Ltd.	6447.67	
2	MH	21385	M.H.A.D.A.	4856.79	
3	MH	640	IUM 3	508.60	
4	MH	120	IUM 4	474.93	
5	MH	183	Tata Mills	332.17	
6	MH	101	Hindustan SPG & WVG Mills	307.09	
7	MH	41299	Vazir Surface Protection P.Ltd.	270.89	
8	MH	119	IUM 2	258.47	
9	MH	9264	Carona Ltd.	243.69	
10	MH	118	IUM 5	212.41	
11	MH	158	Podar Mills	128.82	
12	MH	38968-A	Fortis (Realted) Security	125.40	
13	MH	122	IUM 6	124.52	
14	MH	109	Finlay Mills	114.85	
Total of the region				14406.30	
MUMBAI II (THANE)					
1	MH	1819-A	Possil Rolling Mills Ltd.	181.05	
2	MH	1654	Raliwolf	121.00	
3	MH	1505	Usha Offset	118.56	
4	MH	1492	Navinon Ltd.	113.16	
5	MH	7780	MOCIL LIMITED	105.29	
6	MH	24711	Sharp Industries	121.24	
Total of the region				760.30	
PUNE					
1	MH	3746	Vasandada S S K	578.45	
2	MH	29634	Tasgaon Taluka S.S.K. Ltd.	568.00	
3	MH	15379	The Cosmos Co-op. Bank	396.68	
4	MH	13506	Vasantdada Co-op. Spg. Mills	157.34	



5	MH	5559	Deccan Co-op. Spg. Mills Ltd.	151.82	
6	MH	29088	Yashwant S.S.K. Ltd.	138.99	
7	MH	26908	All Saint High School	103.49	
Total of the region				2094.77	
NAGPUR					
1	MH	377	Gangapur SSK Ltd	657.31	
2	MH	18166	Kannad SSK Ltd	602.36	
3	MH	22194	M/s Sant Eknath SSK Ltd	572.51	
4	MH	36194	Jalna SSK Ltd.	560.02	
5	MH	15480	Satpuda S.S.K Ltd	520.94	
6	MH	21949	Godavari Mannar SSK Ltd	492.09	
7	MH	80393	Marathwada, Agriculture University	418.11	
8	MH	19247	The Belganga SSK Ltd	406.34	
9	MH	18274	Vinayak Sah Sakhar Kar Ltd.	368.24	
10	MH	18982	Ambajogal SSK Ltd.	339.34	
11	MH	19443	M/s Jhalani Tools Ltd	337.40	
12	MH	80005	Gajanan SSK Ltd.	329.39	
13	MH	15494	Vasant Sah Sakhar Karkhana Ltd, Yavatmai	327.12	
14	MH	6919	Vidarbha Weavers Nagpur	271.19	
15	MH	60244	Balaji Sah Sakhar Karkhana Ltd. Yavatmai	260.97	
16	MH	20277	Shri Jagdamba SSK Ltd	225.50	
17	MH	80034	Shankar SSK.Ltd	223.87	
18	MH	81862	Jalna Vighag Sah Soot Girni	189.74	
19	MH	24840	The Parner SSK Ltd	183.92	
20	MH	18166	Kannad SSK Ltd	175.10	
21	MH	19479	Marathwads Sah Sakhar Ltd.	172.60	
22	MH	13350	Shri Panzarkan SSK Ltd	169.59	
23	MH	80683	Patil Construction	166.28	
24	MH	20375	M/s Nasik SSK Ltd, Palse	162.80	
25	MH	81431	Trimurti Stalply Coop. Society	158.04	
26	MH	21403	Kada SSK Ltd.	155.42	
27	MH	12689A	M/s Patheja Forgings	142.17	
28	MH	3516	R.B. Bansilal Spg. & Wvg. Mill, Wardha	131.64	
29	MH	60200	Mahatma S.S.K. Devhada, Bhandra	108.45	
30	MH	20352	KK Wagh SSK Ltd	107.51	
31	MH	12345	Kalambar SSK Ltd	107.01	
Total of the region				9042.97	
RAJASTHAN					
1	RJ	5723	Avas Vikas Sansthan,Jaipur	1177.72	
2	RJ	3675	Nagour Central Co-op Bank	304.85	
3	RJ	5	Jaipur Metals,Jaipur	286.13	



4	RJ	3128	Modi Alkilies & Chemicals Ltd., Alwar	209.65	
5	RJ	3673	Jodhpur Central Co-op Bank	184.63	
6	RJ	4235	Parasrampuria Synthetics, Alwar	137.45	
7	RJ	3962	Perfect Thread Mills , Udaipur	114.89	
Total of the region				2415.32	
AHMEDABAD					
1	GJ	1003	PPW Ltd., Surendranagar	188.98	
2	GJ	353	Mahendra Mill, Gandhinagar	186.95	
3	GJ	306	Rajnagar Textile	165.05	
Total of the region				540.98	
VADODARA					
1	GJ	1383	The Baroda Rayon Corp. Ltd.	419.38	
2	GJ		GJ/IOL	193.48	
3	GJ	1050	Navinon Ltd.	121.60	
4	GJ	4521	H.M.P. Engineering Ltd.	102.59	
Total of the region				837.05	
All India Grand Total				108707.16	

**APPENDIX A-5**

Summary of Defaulting Exempted Establishments - Rs. 50 Lakhs and Above		
REGION	NUMBER OF DEFAULTING ESTABLISHMENTS	AMOUNT (Rs. In Lakhs)
Delhi North	6	2079.12
Delhi South	1	2162.85
Haryana	3	675.4
Himachal Pradesh	0	0
Chandigarh	0	0
Ludhiana	1	76.16
Uttar Pradesh	6	5500.63
Uttrakhand	1	1996.17
NORTH ZONE	18	12490.33
BIHAR	2	330.47
Jalpaiguri	1	96.50
Kolkata	39	17009.40
Jharkhand	4	11035.25
Orissa	1	1018.97
North East Zone	0	0
EAST ZONE	47	29490.59
Bangalore	10	6994.51
Mangalore	0	0
Guntur	3	339.86
Hyderabad	4	1020.46
Kerala	3	680.58
Chennai	5	1635.52
Coimbatore	1	71.29
Madurai	0	0
SOUTH ZONE	26	10742.22
Chhattisgarh	0	0
Goa	0	0
Ahmedabad	1	117.86
Vadodara	1	117.12
Mumbai-I (Bandra)	6	1841.65
Mumbai-II(Thane)	1	57.22
Nagpur	3	3344.01
Pune	2	393.49
Madhya Pradesh	4	5623.88
Rajasthan	2	373.49
WEST ZONE	20	11868.72
Total	111	64591.86



APPENDIX A-6

List of Defaulting Exempted Establishments - Rs. 1 Crores and Above					
Sl.No.	Region code	Industry Code	Name of the Establishment	Amount (Rs. In lakhs)	Total Amount in Lakhs
DELHI NORTH					
1	DL	7413	M/s GAIL	1581.61	
2	DL	1091	M/s Pure Drink	219.79	
3	DL	2271	M/s FCI	174.52	
TOTAL OF THE REGION					1975.92
DELHI SOUTH					
1	DL	3670	State Farms Corporation Ltd.	2162.85	
TOTAL OF THE REGION					2162.85
HARYANA					
1	HR	1061	M/s. HMT, Pinjore.	363.98	
2	HR	954,	M/s. Rollainers Ltd.	179.71	
3	HR	10803	M/S NPCC Ltd.	131.71	
TOTAL OF THE REGION					675.40
HIMACHAL PRADESH					
NIL					
CHANDIGARH					
NIL					
LUDHIANA					
NIL					
UTTAR PRADESH					
1	UP	13539	M/s Sahara India Lucknow	3913.79	
2	UP	5384	M/s UP Electronic Corp. Ltd. Lucknow	908.75	
3	UP	3761	T.S.L., Allahabad	258.46	
4	UP	196	M/s Modi Sugar Industries, Modinagar, Ghaziabad	168.77	
5	UP	13510	I.T.I., Mankapur, Gonda	130.68	
6	UP	7493	M/S B.H.E.L. Jhansi	120.18	
TOTAL OF THE REGION					5500.63
UTTRAKHAND					
1	UA	14072	HMT WATCH	1996.17	
TOTAL OF THE REGION					1996.17
BIHAR					
1	BR	188	Motipur Chini Mill	234.69	
TOTAL OF THE REGION					234.69
JALPAIGURI					
NIL					
KOLKATA					
1	WB	36 & 47	THE NUDDEA MILLS CO. LTD.	3075.53	
2	WB	49,51,5529	M/s. New central Jute Mills Co. Ltd.	1758.37	
3	WB	338	Titagarh Jute Mill No. 2 (Loomtex)	1103.24	



4	WB	97	KANORIA JUTE INDUSTRIES	1097.78	
5	WB	1267	M/s. Amrita Bazar Patrika Ltd.	1056.36	
6	WB	64	The Shyamnagar Jute Factory	890.19	
7	WB	2,27 & 40	BARANAGAR JUTE FACTORY	825.11	
8	WB	62 & 71	VICTORIA JUTE CO. LTD.	805.29	
9	WB	63	ANGUS JUTE WORKS	622.75	
10	WB	707	M/s. Bata India Ltd.	568.24	
11	WB	7 & 25	The Gouripur Co. Ltd.	566.33	
12	WB	48 & 55	M/S. NJMC LTD., Unit KENNISION	424.65	
13	WB	23	KELVIN JUTE MILL	376.86	
14	WB	46	M/S. NJMC LTD., Unit ALEXANDRA	314.21	
15	WB	35	MEGHNA JUTE MILLS (UNIT:GAJANAND COMMERCIALS)	310.26	
16	WB	11 & 43	M/S. NJMC LTD., Unit KHARDAH	294.20	
17	WB	6	M/s. Bowreah Cotton Mills Co. (Exem), WB/118	250.19	
18	WB	79	M/s. Delta International Ltd.	245.27	
19	WB	5027	M/s. Shaw Wallace & Co.	229.22	
20	WB		The Hooghly Mills (Unit : Hukumchand)	219.27	
21	WB	4	M/s. Hooghly Mills Co. Ltd.	218.57	
22	WB	375	M/s. Hooghly Mills (Unit: Gondal Para)	209.78	
23	WB	72	North Brooke Jute Co. Ltd.	187.49	
24	WB	28	M/s. Caledonian Jute & Industries Ltd.	153.84	
25	WB	37	AGARPARA JUTE MILLS LTD.	152.41	
26	WB	89	Auckland International Ltd.(Ambika Jute Mills)	148.08	
TOTAL OF THE REGION				16103.49	
JHARKHAND					
1	JH	1465	HEC Ltd	9501.89	
2	JH	5	M/s Tata Motors Ltd.	1031.80	
3	JH	2203	MECON Ltd.	288.48	
4	JH	13022	M/s Tata Cummins Ltd.	213.08	
TOTAL OF THE REGION				11035.25	
ORISSA					
1	OR	888	NTPC	909.07	
2	OR	5077	NTRC Ltd., TSTPP, Kaniha, Angul	109.90	
TOTAL OF THE REGION				1018.97	
NER					
NIL					
BANGALORE					
1	KN	873 A	M/s HMT Watch Factory	3292.35	
2	KN	873	M/s HMT Machine Tools	2062.50	
3	KN	32	M/s ITI Ltd	734.85	
4	KN	873E	M/s HMT Corporate Office	334.77	
5	KN	1	M/s.Binny Ltd	162.94	
TOTAL OF THE REGION				6587.41	
MANGALORE					
NIL					
GUNTUR					
1	AP	582	AP/13 M/s. Hindustan Shipyard Ltd., VSP	144.78	
2	AP	3	AP/3495 BHPV LTd, VSP	110.44	



TOTAL OF THE REGION					255.22
HYDERABAD					
1	AP		AP/144 Praga Tools Ltd.	303.38	
2	AP		AP/3639 HMT Bearings	289.18	
3	AP	3	AP/3071 M/s HMT Ltd, (MT Divn.	236.54	
4	AP	4	AP/3209 M/s Alluminium Industries	191.36	
TOTAL OF THE REGION					1020.46
KERALA					
1	KR	6	KR/16 Trava.Rayo	417.17	
2	KR	3	KR/15 Aluminium Industries	145.67	
3	KR	20	KR/4396 K S D & P	117.44	
TOTAL OF THE REGION					680.28
CHENNAI					
1	TN	3	TN/5887 Tamil Nadu Electricity Board	1188.40	
2	TN	161	TN/17459 M/s Alacriy Foundation Pvt. Ltd.	175.05	
3	TN	9	TN/19769,M/s Dunlop India Ltd.	110.93	
4	TN	51	TN/4683,M/s Chennai Petroleum Coporation Ltd.	103.93	
TOTAL OF THE REGION					1578.31
COIMBATORE					
NIL					
MADURAI					
NIL					
CHATTISGARH					
NIL					
GOA					
NIL					
AHMEDABAD					
1	GJ	1122		117.86	
TOTAL OF THE REGION					117.86
VADODRA					
1	GJ	1383	M/s Baroda Rayon Corprn.	117.12	
TOTAL OF THE REGION					117.12
MUMBAI-I					
1	MH	1255	MSRTC	1464.47	
2	MH	4395	NAVINON Ltd	137.88	
TOTAL OF THE REGION					1602.35
MUMBAI-II					
NIL					
NAGPUR					
1	MH	3502,	Model Mill, Nagpur	1584.41	
2	MH	3515,	M/s Akola Oil Industries, Akola	160.98	
TOTAL OF THE REGION					1745.39
PUNE					
1	MH	6286	Incab	335.15	
TOTAL OF THE REGION					335.15
MP					
1	MP	542	MPEB Jabalpur	5400.00	



				TOTAL OF THE REGION	5400.00
RAJASTHAN					
1	RJ	2482	M/s Hindustan Copper Ltd.,Jhunjhunu.	253.29	
12	RJ	2993	M/s Raj.St.Road Dev.&Cons.Corpn.Jaipur	120.20	
				TOTAL OF THE REGION	373.49
				ALL INDIA GRAND TOTAL	60516.41



APPENDIX A-7

RECOVERY CERTIFICATES FOR EPF DUES (A/C NO. 1) Under Employees Provident Funds Scheme, 1952 (Unexempted Sector)						
REGION	Workload		Realised		Closing Balance	
	No.of RC	Amount	No.of RC	Amount	No.of RC	Amount
Delhi North	596	1447.43	24	66.3	572	1381.13
Delhi South	404	921.99	100	74.66	304	847.33
Haryana	2703	3652.39	679	928.85	2024	2723.54
Himachal Pradesh	107	362.28	10	13.99	97	348.29
Chandigarh	2202	2684.01	413	147.71	1789	2536.3
Ludhiana	4139	1466.18	856	170.57	3283	1295.61
Uttar Pradesh	5418	10400.24	1382	1746.87	4036	8653.37
Uttarakhand	103	387.39	22	10.92	81	376.47
NORTH ZONE	15672	21321.91	3486	3159.87	12186	18162.04
Bihar	1518	3500.7	182	167.67	1336	3333.03
Jalpaiguri	573	3072.24	77	542.04	496	2530.2
Kolkata	2560	19262.86	859	2284.53	1701	16978.33
Jharkhand	700	10721.78	169	267.42	531	10454.36
Orissa	2843	10430.22	479	654.41	2364	9775.81
North East Region	861	1594.69	159	192.16	702	1402.53
EAST ZONE	9055	48582.49	1925	4108.23	7130	44474.26
Bangalore	1802	3395.51	232	153.87	1570	3241.64
Mangalore	4032	2618.67	1586	443.38	2446	2175.29
Guntur	6903	3691.41	1510	579.08	5393	3112.33
Hyderabad	4658	3289.7	731	432.37	3927	2857.33
Kerala	4122	8886.23	1371	2071.14	2751	6815.09
Chennai	6767	3589.8	1770	277.75	4997	3312.05
Coimbatore	4854	8087.87	1160	847.86	3694	7240.01
Madurai	5045	4335.95	2483	398.22	2562	3937.73
SOUTH ZONE	38183	37895.14	10843	5203.67	27340	32691.47
Chhattisgarh	961	1872.86	118	114.89	843	1757.97
Goa	234	187.55	92	34.9	142	152.65
Ahmedabad	308	1937.49	14	300.7	294	1636.79
Vadodara	470	937.97	87	143.23	383	794.74
Mumbai - I [Bandra]	837	11102.48	93	1615.36	744	9487.12
Mumbai – II [Thane]	659	2299.93	251	225.65	408	2074.28
Nagpur	2656	7887.15	710	808.72	1946	7078.43
Pune	1372	3837.17	184	879.58	1188	2957.59
Madhya Pradesh	2741	16424.51	1088	4425.09	1653	11999.42
Rajasthan	1216	2408	220	264.34	996	2143.66
WEST ZONE	11454	48895.11	2857	8812.46	8597	40082.65
Total	74364	156694.65	19111	21284.23	55253	135410.42



APPENDIX A-8

Levy Of Damages Under All Three Schemes (Unexempted Sector)			
			(Rs. In Lakhs)
REGION	Workload	Collection made during the year	Closing Balance as on 31.03.2009
Delhi North	598.01	81.18	516.83
Delhi South	383.35	113.10	270.25
Haryana	5025.16	2786.68	2238.48
Himachal Pradesh	469.04	16.62	452.42
Chandigarh	668.70	134.45	534.25
Ludhiana	874.14	140.59	733.55
Uttar Pradesh	4066.13	705.75	3360.38
Uttarakhand	965.58	50.20	915.38
NORTH ZONE	13050.11	4028.57	9021.54
Bihar	800.84	58.47	742.37
Jalpaiguri	1417.43	77.03	1340.40
Kolkata	3973.01	442.16	3530.85
Jharkhand	1455.55	385.30	1070.25
Orissa	2071.03	154.49	1916.54
North East Region	914.65	84.66	829.99
EAST ZONE	10632.51	1202.11	9430.40
Bangalore	2294.81	206.63	2088.18
Mangalore	1856.51	408.77	1447.74
Guntur	3507.23	488.94	3018.29
Hyderabad	2189.72	402.99	1786.73
Kerala	6177.61	519.86	5657.75
Chennai	2334.98	427.88	1907.10
Coimbatore	5381.24	625.58	4755.66
Madurai	3875.98	310.21	3565.77
SOUTH ZONE	27618.08	3390.86	24227.22
Chhattisgarh	1716.03	56.67	1659.36
Goa	327.16	154.44	172.72
Ahmedabad	5309.91	413.49	4896.42
Vadodara	1262.52	416.17	846.35
Mumbai - I [Bandra]	4141.54	23.46	4118.08
Mumbai - II [Thane]	1337.98	99.34	1238.64
Nagpur	4260.46	349.30	3911.16
Pune	3957.46	287.08	3670.38
Madhya Pradesh	13019.88	1204.09	11815.79
Rajasthan	1705.22	221.32	1483.90
WEST ZONE	37038.16	3225.36	33812.80
Total	88338.86	11846.90	76491.96



APPENDIX A-9

Prosecution Cases u/s 14 of the Act (Unexempted Sector)							EPF Scheme	
Region	Workload for disposal	Cases Decided					Total cases decided	Total pendency at Year-end
		Convicted	Acquitted	Discharged	Admonished	Withdrawn		
Delhi North	309	0	0	0	0	0	0	309
Delhi South	246	0	0	0	0	0	0	246
Haryana	493	0	0	0	0	0	0	493
Himachal Pradesh	63	0	0	0	0	0	0	63
Chandigarh	333	26	0	0	0	0	26	307
Ludhiana	453	11	0	0	0	18	29	424
Uttar Pradesh	1424	0	0	0	0	0	0	1424
Uttarakhand	4	0	0	0	0	0	0	4
NORTH ZONE	3325	37	0	0	0	18	55	3270
Bihar	1546	0	0	0	0	0	0	1546
Jalpaiguri	838	0	0	0	0	0	0	838
Kolkata	1700	0	0	0	0	0	0	1700
Jharkhand	828	0	0	0	0	0	0	828
Orissa	713	0	4	0	0	0	4	709
North East Region	458	0	0	0	0	0	0	458
EAST ZONE	6083	0	4	0	0	0	4	6079
Bangalore	538	12	0	16	0	159	187	351
Mangalore	1816	228	65	428	0	32	753	1063
Guntur	353	0	0	0	0	0	0	353
Hyderabad	2487	0	0	0	0	0	0	2487
Kerala	1548	37	0	0	17	0	54	1494
Chennai	481	0	0	0	0	0	0	481
Coimbatore	692	0	0	0	0	0	0	692
Madurai	467	0	0	0	0	0	0	467
SOUTH ZONE	8382	277	65	444	17	191	994	7388
Chhattisgarh	510	0	0	0	0	0	0	510
Goa	199	0	0	0	0	0	0	199
Ahmedabad	1384	15	0	45	0	0	60	1324
Vadodara	829	0	0	0	0	0	0	829
Mumbai - I [Bandra]	657	0	0	0	0	0	0	657
Mumbai - II [Thane]	704	0	0	0	0	0	0	704
Nagpur	256	0	0	0	0	0	0	256
Pune	1252	0	0	0	0	0	0	1252
Madhya Pradesh	1358	0	0	0	0	0	0	1358
Rajasthan	328	0	0	0	0	0	0	328
WEST ZONE	7477	15	0	45	0	0	60	7417
Total	25267	329	69	489	17	209	1113	24154

**APPENDIX A-10(i)**

Cases before the Police Authorities u/s 406/409 of IPC (Unexempted Sector)				
Region	Workload for the year 2008-09	Cases dropped by police	Challans Filed by police in Court	FIRs pending with police at the end of year
Delhi North	11	0	0	11
Delhi South	23	0	0	23
Haryana	22	3	0	19
Himachal Pradesh	0	0	0	0
Chandigarh	39	0	0	39
Ludhiana	149	0	0	149
Uttar Pradesh	299	0	0	299
Uttarakhand	2	0	0	2
NORTH ZONE	545	3	0	542
Bihar	26	0	0	26
Jalpaiguri	252	0	0	252
Kolkata	923	0	0	923
Jharkhand	7	0	0	7
Orissa	99	0	0	99
North East Region	73	0	0	73
EAST ZONE	1380	0	0	1380
Bangalore	591	0	0	591
Mangalore	416	79	0	337
Guntur	110	0	0	110
Hyderabad	106	0	0	106
Kerala	1261	0	0	1261
Chennai	678	0	0	678
Coimbatore	597	0	0	597
Madurai	262	17	0	245
SOUTH ZONE	4021	96	0	3925
Chhattisgarh	3	0	0	3
Goa	88	0	0	88
Ahmedabad	162	0	20	142
Vadodara	218	0	0	218
Mumbai - I [Bandra]	191	0	0	191
Mumbai - II [Thane]	46	4	0	42
Nagpur	60	0	0	60
Pune	174	0	0	174
Madhya Pradesh	87	0	0	87
Rajasthan	36	0	0	36
WEST ZONE	1065	4	20	1041
Total	7011	103	20	6888



APPENDIX A-10(ii)

Cases before various Courts u/s 406/409 OF IPC (Unexempted Sector)						
Region	Workload	Cases disposed during the Year				Total Pending in Courts
		Convicted	Acquitted	Dismissed/ Discharged	Total Cases Decided	
Delhi North	0	0	0	0	0	0
Delhi South	0	0	0	0	0	0
Haryana	0	0	0	0	0	0
Himachal Pradesh	0	0	0	0	0	0
Chandigarh	11	0	0	0	0	11
Ludhiana	3	0	0	0	0	3
Uttar Pradesh	0	0	0	0	0	0
Uttarakhand	0	0	0	0	0	0
NORTH ZONE	14	0	0	0	0	14
Bihar	7	0	0	0	0	7
Jalpaiguri	14	0	0	0	0	14
Kolkata	0	0	0	0	0	0
Jharkhand	23	0	0	0	0	23
Orissa	47	0	0	0	0	47
North East Region	0	0	0	0	0	0
EAST ZONE	91	0	0	0	0	91
Bangalore	113	0	0	0	0	113
Mangalore	13	0	0	5	5	8
Guntur	0	0	0	0	0	0
Hyderabad	105	0	0	0	0	105
Kerala	7	0	0	0	0	7
Chennai	0	0	0	0	0	0
Coimbatore	29	0	0	0	0	29
Madurai	15	0	0	0	0	15
SOUTH ZONE	282	0	0	5	5	277
Chhattisgarh	0	0	0	0	0	0
Goa	86	0	0	1	1	85
Ahmedabad	609	0	0	1	1	608
Vadodara	0	0	0	0	0	0
Mumbai - I [Bandra]	42	0	0	0	0	42
Mumbai - II [Thane]	19	0	0	0	0	19
Nagpur	49	0	0	1	1	48
Pune	19	0	0	0	0	19
Madhya Pradesh	2	0	0	0	0	2
Rajasthan	67	0	0	0	0	67
WEST ZONE	893	0	0	3	3	890
Total	1280	0	0	8	8	1272



APPENDIX A-11

Settlement of Provident Fund Claims under Employees' Provident Funds Scheme, 1952 (Unexempted Sector)									
REGION	Workload	Claims Settled	Returned	Rejected	Claims Pending	Settlement Ratio	Return Ratio	Rejection Ratio	Pendency Ratio
Delhi North	143901	116105	25907	340	1549	80.68%	18.00%	0.24%	1.08%
Delhi South	167883	109976	26271	1608	30028	65.51%	15.65%	0.96%	17.89%
Haryana	292418	229252	34160	4833	24173	78.40%	11.68%	1.65%	8.27%
Himachal Pradesh	33134	23592	5949	1228	2365	71.20%	17.95%	3.71%	7.14%
Chandigarh	83246	66959	12978	2041	1268	80.44%	15.59%	2.45%	1.52%
Ludhiana	92842	74471	13245	1584	3542	80.21%	14.27%	1.71%	3.82%
Uttar Pradesh	163078	129510	29033	3074	1461	79.42%	17.80%	1.88%	0.90%
Uttarakhand	27023	19838	5151	720	1314	73.41%	19.06%	2.66%	4.86%
NORTH ZONE	1003525	769703	152694	15428	65700	76.70%	15.22%	1.54%	6.55%
Bihar	14196	10872	3014	158	152	76.58%	21.23%	1.11%	1.07%
Jalpaiguri	69306	47429	14563	553	6761	68.43%	21.01%	0.80%	9.76%
Kolkata	98178	72727	21820	289	3342	74.08%	22.22%	0.29%	3.40%
Jharkhand	34241	26613	6505	199	924	77.72%	19.00%	0.58%	2.70%
Orissa	41104	31857	7907	512	828	77.50%	19.24%	1.25%	2.01%
North East Region	18862	14100	3835	331	596	74.75%	20.33%	1.75%	3.16%
EAST ZONE	275887	203598	57644	2042	12603	73.80%	20.89%	0.74%	4.57%
Bangalore	483948	351192	73154	3258	56344	72.57%	15.12%	0.67%	11.64%
Mangalore	124147	107767	15306	846	228	86.81%	12.33%	0.68%	0.18%
Guntur	75831	58211	14704	1306	1610	76.76%	19.39%	1.72%	2.12%
Hyderabad	227541	182680	33867	2830	8164	80.28%	14.88%	1.24%	3.59%
Kerala	109867	95507	13012	736	612	86.93%	11.84%	0.67%	0.56%
Chennai	406996	339180	49062	1794	16960	83.34%	12.05%	0.44%	4.17%
Coimbatore	226051	187233	29442	247	9129	82.83%	13.02%	0.11%	4.04%
Madurai	113377	94679	15347	1248	2103	83.51%	13.54%	1.10%	1.85%
SOUTH ZONE	1767758	1416449	243894	12265	95150	80.13%	13.80%	0.69%	5.38%
Chhattisgarh	19806	16761	2822	220	3	84.63%	14.25%	1.11%	0.02%
Goa	24296	21667	1352	770	507	89.18%	5.56%	3.17%	2.09%
Ahmedabad	170901	152777	14361	1520	2243	89.40%	8.40%	0.89%	1.31%
Vadodara	118367	99399	15240	1002	2726	83.98%	12.88%	0.85%	2.30%
Mumbai - I [Bandra]	229447	184863	25114	808	18662	80.57%	10.95%	0.35%	8.13%
Mumbai - II [Thane]	258958	179173	39381	1219	39185	69.19%	15.21%	0.47%	15.13%
Nagpur	113389	92555	19698	1030	106	81.63%	17.37%	0.91%	0.09%
Pune	217099	175533	34465	2792	4309	80.85%	15.88%	1.29%	1.98%
Madhya Pradesh	97609	80287	14652	2557	113	82.25%	15.01%	2.62%	0.12%
Rajasthan	99913	79894	16389	3630	0	79.96%	16.40%	3.63%	0.00%
WEST ZONE	1349785	1082909	183474	15548	67854	80.23%	13.59%	1.15%	5.03%
Total	4396955	3472659	637706	45283	241307	78.98%	14.50%	1.03%	5.49%



APPENDIX A-12

Settlement of Transfer Cases During 2008-09									
REGION	Workload	Total Claims Settled	Returned	Rejected	Closing Balance	Settlement Ratio	Return Ratio	Rejection Ratio	Pendency Ratio
Delhi North	24704	9681	14290	32	701	39.19%	57.84%	0.13%	2.84%
Delhi South	26346	5535	13759	748	6304	21.01%	52.22%	2.84%	23.93%
Haryana	33649	11333	14695	1218	6403	33.68%	43.67%	3.62%	19.03%
Himachal Pradesh	3287	1093	1874	124	196	33.25%	57.01%	3.77%	5.96%
Chandigarh	12175	5228	6241	498	208	42.94%	51.26%	4.09%	1.71%
Ludhiana	7248	3748	2708	474	318	51.71%	37.36%	6.54%	4.39%
Uttar Pradesh	21269	9580	9596	1932	161	45.04%	45.12%	9.08%	0.76%
Uttarakhand	3302	1112	1694	274	222	33.68%	51.30%	8.30%	6.72%
NORTH ZONE	131980	47310	64857	5300	14513	35.85%	49.14%	4.02%	11.00%
Bihar	1898	647	1152	42	57	34.09%	60.70%	2.21%	3.00%
Jalpaiguri	1672	840	637	15	180	50.24%	38.10%	0.90%	10.77%
Kolkata	14978	6063	8017	53	845	40.48%	53.53%	0.35%	5.64%
Jharkhand	2807	1656	917	158	76	59.00%	32.67%	5.63%	2.71%
Orissa	14643	7287	5657	1058	641	49.76%	38.63%	7.23%	4.38%
North East Region	1085	499	491	26	69	45.99%	45.25%	2.40%	6.36%
EAST ZONE	37083	16992	16871	1352	1868	45.82%	45.50%	3.65%	5.04%
Bangalore	105219	19140	64021	2117	19941	18.19%	60.85%	2.01%	18.95%
Mangalore	22719	12428	9613	439	239	54.70%	42.31%	1.93%	1.05%
Guntur	12631	7667	4195	525	244	60.70%	33.21%	4.16%	1.93%
Hyderabad	38329	14887	19105	1102	3235	38.84%	49.84%	2.88%	8.44%
Kerala	13771	9103	4332	185	151	66.10%	31.46%	1.34%	1.10%
Chennai	81548	41899	32425	1272	5952	51.38%	39.76%	1.56%	7.30%
Coimbatore	20689	9493	9661	176	1359	45.88%	46.70%	0.85%	6.57%
Madurai	11200	6665	3665	550	320	59.51%	32.72%	4.91%	2.86%
SOUTH ZONE	306106	121282	147017	6366	31441	39.62%	48.03%	2.08%	10.27%
Chhattisgarh	2841	2181	533	126	1	76.77%	18.76%	4.44%	0.04%
Goa	3025	1729	944	299	53	57.16%	31.21%	9.88%	1.75%
Ahmedabad	11496	8388	2418	523	167	72.96%	21.03%	4.55%	1.45%
Vadodara	15389	9908	4721	368	392	64.38%	30.68%	2.39%	2.55%
Mumbai - I [Bandra]	69306	31084	23611	1675	12936	44.85%	34.07%	2.42%	18.67%
Mumbai - II [Thane]	46977	16432	15765	1126	13654	34.98%	33.56%	2.40%	29.07%
Nagpur	16533	8186	7939	388	20	49.51%	48.02%	2.35%	0.12%
Pune	12642	6115	4332	671	1524	48.37%	34.27%	5.31%	12.06%
Madhya Pradesh	10611	6254	3421	918	18	58.94%	32.24%	8.65%	0.17%
Rajasthan	10718	4116	5140	1462	0	38.40%	47.96%	13.64%	0.00%
WEST ZONE	199538	94393	68824	7556	28765	47.31%	34.49%	3.79%	14.42%
Total	674707	279977	297569	20574	76587	41.50%	44.10%	3.05%	11.35%



APPENDIX A-13

Partial Withdrawals Granted During 2008-09 under Employees' Provident Funds Scheme, 1952 (Unexempted Sector)									
REGION	Workload	Claims Settled	Returned	Rejected	Closing Balance	Settlement Ratio	Return Ratio	Rejection Ratio	Pendency Ratio
Delhi North	7200	5487	1667	5	41	76.21%	23.15%	0.07%	0.57%
Delhi South	4068	2574	989	44	461	63.27%	24.31%	1.08%	11.33%
Haryana	16118	13589	1742	374	413	84.31%	10.81%	2.32%	2.56%
Himachal Pradesh	2902	1925	618	201	158	66.33%	21.30%	6.93%	5.44%
Chandigarh	8868	6791	1629	264	184	76.58%	18.37%	2.98%	2.07%
Ludhiana	9886	7733	1506	340	307	78.22%	15.23%	3.44%	3.11%
Uttar Pradesh	40677	35172	4040	1083	382	86.47%	9.93%	2.66%	0.94%
Uttarakhand	5023	4290	394	132	207	85.41%	7.84%	2.63%	4.12%
NORTH ZONE	94742	77561	12585	2443	2153	81.87%	13.28%	2.58%	2.27%
Bihar	4640	3694	885	18	43	79.61%	19.07%	0.39%	0.93%
Jalpaiguri	14287	11099	2989	162	37	77.69%	20.92%	1.13%	0.26%
Kolkata	12895	9412	3006	87	390	72.99%	23.31%	0.67%	3.02%
Jharkhand	4552	3481	898	33	140	76.47%	19.73%	0.72%	3.08%
Orissa	16612	13753	2296	194	369	82.79%	13.82%	1.17%	2.22%
North East Region	7715	5479	1868	158	210	71.02%	24.21%	2.05%	2.72%
EAST ZONE	60701	46918	11942	652	1189	77.29%	19.67%	1.07%	1.96%
Bangalore	8716	5449	2229	160	878	62.52%	25.57%	1.84%	10.07%
Mangalore	13592	10949	2388	202	53	80.55%	17.57%	1.49%	0.39%
Guntur	17025	13638	2444	639	304	80.11%	14.36%	3.75%	1.79%
Hyderabad	17349	13876	2794	285	394	79.98%	16.10%	1.64%	2.27%
Kerala	43286	33405	7875	1853	153	77.17%	18.19%	4.28%	0.35%
Chennai	29307	22848	4983	405	1071	77.96%	17.00%	1.38%	3.65%
Coimbatore	29668	21636	6071	82	1879	72.93%	20.46%	0.28%	6.33%
Madurai	5981	3477	1904	493	107	58.13%	31.83%	8.24%	1.79%
SOUTH ZONE	164924	125278	30688	4119	4839	75.96%	18.61%	2.50%	2.93%
Chhattisgarh	3733	3192	464	77	0	85.51%	12.43%	2.06%	0.00%
Goa	1080	760	195	95	30	70.37%	18.06%	8.80%	2.78%
Ahmedabad	8817	6696	1626	291	204	75.94%	18.44%	3.30%	2.31%
Vadodara	10482	8798	1181	197	306	83.93%	11.27%	1.88%	2.92%
Mumbai - I [Bandra]	4832	3103	1161	39	529	64.22%	24.03%	0.81%	10.95%
Mumbai - II [Thane]	5633	3583	1324	151	575	63.61%	23.50%	2.68%	10.21%
Nagpur	20441	15256	4875	261	49	74.63%	23.85%	1.28%	0.24%
Pune	13779	10308	2962	254	255	74.81%	21.50%	1.84%	1.85%
Madhya Pradesh	17251	13590	2872	749	40	78.78%	16.65%	4.34%	0.23%
Rajasthan	8993	7059	1417	517	0	78.49%	15.76%	5.75%	0.00%
WEST ZONE	95041	72345	18077	2631	1988	76.12%	19.02%	2.77%	2.09%
Total	415408	322102	73292	9845	10169	77.54%	17.64%	2.37%	2.45%



APPENDIX A-14

Annual Statement of Accounts					
REGION	Workload	Issued	% of Issued to workload	Pendency	% of Pendency to workload
Delhi North	4340539	1856476	42.77%	2484063	57.23%
Delhi South	7461783	2484020	33.29%	4977763	66.71%
Haryana	5854842	3480627	59.45%	2374215	40.55%
Himachal Pradesh	824357	397660	48.24%	426697	51.76%
Chandigarh	2421345	1776180	73.36%	645165	26.64%
Ludhiana	2809281	1949764	69.40%	859517	30.60%
Uttar Pradesh	5503978	3525234	64.05%	1978744	35.95%
Uttarakhand	509057	226341	44.46%	282716	55.54%
NORTH ZONE	29725182	15696302	52.80%	14028880	47.20%
Bihar	801928	339948	42.39%	461980	57.61%
Jalpaiguri	1941695	954547	49.16%	987148	50.84%
Kolkata	3026116	1781096	58.86%	1245020	41.14%
Jharkhand	914953	743504	81.26%	171449	18.74%
Orissa	2301895	963800	41.87%	1338095	58.13%
North East Region	982886	242542	24.68%	740344	75.32%
EAST ZONE	9969473	5025437	50.41%	4944036	49.59%
Bangalore	11096620	3319243	29.91%	7777377	70.09%
Mangalore	2063698	1594838	77.28%	468860	22.72%
Guntur	1495181	1360436	90.99%	134745	9.01%
Hyderabad	3938008	2225063	56.50%	1712945	43.50%
Kerala	1477328	1477328	100.00%	0	0.00%
Chennai	5751290	4119181	71.62%	1632109	28.38%
Coimbatore	2687536	2260451	84.11%	427085	15.89%
Madurai	1778056	1607322	90.40%	170734	9.60%
SOUTH ZONE	30287717	17963862	59.31%	12323855	40.69%
Chhattisgarh	674507	435168	64.52%	239339	35.48%
Goa	619585	606930	97.96%	12655	2.04%
Ahmedabad	2699363	2674369	99.07%	24994	0.93%
Vadodara	3722500	2594014	69.68%	1128486	30.32%
Mumbai - I [Bandra]	4831154	2328588	48.20%	2502566	51.80%
Mumbai - II [Thane]	6866757	3028378	44.10%	3838379	55.90%
Nagpur	2332319	2038806	87.42%	293513	12.58%
Pune	4608202	2396179	52.00%	2212023	48.00%
Madhya Pradesh	2148370	1805842	84.06%	342528	15.94%
Rajasthan	2630125	1898881	72.20%	731244	27.80%
WEST ZONE	31132882	19807155	63.62%	11325727	36.38%
Total	101115254	58492756	57.85%	42622498	42.15%



APPENDIX A-15

Prosecution Cases u/s 14 of the Act (Unexempted Sector)							EPS Scheme	
Region	Workload for disposal	Cases Decided					Total cases decided	Total pendency at Year-end
		Convicted	Acquitted	Discharged	Admonished	Withdrawn		
Delhi North	191	0	0	0	0	0	0	191
Delhi South	78	0	0	0	0	0	0	78
Haryana	454	0	0	0	0	0	0	454
Himachal Pradesh	60	0	0	0	0	0	0	60
Chandigarh	187	1	0	0	0	0	1	186
Ludhiana	250	0	0	0	0	26	26	224
Uttar Pradesh	551	0	0	0	0	0	0	551
Uttarakhand	4	0	0	0	0	0	0	4
NORTH ZONE	1775	1	0	0	0	26	27	1748
Bihar	1546	0	0	0	0	0	0	1546
Jalpaiguri	838	0	0	0	0	0	0	838
Kolkata	428	0	0	0	0	0	0	428
Jharkhand	828	0	0	0	0	0	0	828
Orissa	481	0	4	0	0	0	4	477
North East Region	282	0	0	0	0	0	0	282
EAST ZONE	4403	0	4	0	0	0	4	4399
Bangalore	248	12	0	14	0	161	187	61
Mangalore	1200	243	89	305	0	0	637	563
Guntur	336	0	0	0	0	0	0	336
Hyderabad	2279	0	0	0	0	0	0	2279
Kerala	1110	1	0	0	0	0	1	1109
Chennai	448	0	0	0	0	0	0	448
Coimbatore	303	0	0	0	0	0	0	303
Madurai	321	0	0	0	0	0	0	321
SOUTH ZONE	6245	256	89	319	0	161	825	5420
Chhattisgarh	283	0	0	0	0	0	0	283
Goa	209	0	0	0	0	0	0	209
Ahmedabad	179	0	0	0	0	0	0	179
Vadodara	478	0	0	0	0	0	0	478
Mumbai - I [Bandra]	327	0	0	0	0	0	0	327
Mumbai - II [Thane]	353	0	0	0	0	0	0	353
Nagpur	206	0	0	0	0	0	0	206
Pune	1234	0	0	0	0	0	0	1234
Madhya Pradesh	999	0	0	0	0	0	0	999
Rajasthan	80	0	0	0	0	0	0	80
WEST ZONE	4348	0	0	0	0	0	0	4348
Total	16771	257	93	319	0	187	856	15915



APPENDIX A-16 (I)

EMPLOYEES' PENSION SCHEME, 1995

CLASSIFICATION OF PENSIONERS

As on 31.3.2009

REGION	Members of Pension Fund	Member Pensioners				Spouse Pensioners				Children Pension			Orphan Pension	Nominee Pension	Parent Pension	Total
		Early Pension (50-57)	Superannuation Pension (58 yrs)	Disability	Total	Death in Service		Death away from Service	Total	EPFS'71	EPS'95	Total				
						EPFS'71	EPS'95									
Delhi North	1261743	19211	9856	8	29075	1160	4408	558	6126	1691	9512	11203	128	89	97	46718
Delhi South	2336618	4921	1634	5	6560	97	2014	402	2513	0	2855	2855	81	37	62	12108
Haryana	1492245	27223	10682	42	37947	2589	9851	1499	13939	0	17128	17128	324	96	182	69616
Himachal Pradesh	170376	2578	4243	12	6833	980	3131	181	4292	9	3687	3696	39	47	90	14997
Chandigarh	1322851	5921	9506	11	15438	1987	4637	419	7043	99	7709	7808	190	153	77	30709
Ludhiana	1717992	13697	9077	26	22800	3529	6080	304	9913	54	9875	9929	177	118	84	43021
Uttar Pradesh	1408063	95670	67299	43	163012	15098	28247	2788	46133	410	48446	48856	1176	357	338	259872
Uttarakhand	179814	5464	9320	13	14797	1922	4679	393	6994	78	6140	6218	178	71	88	28346
NORTH ZONE	9889702	174685	121617	160	296462	27362	63047	6544	96953	2341	105352	107693	2293	968	1018	505387
Bihar	277892	36740	26154	14	62908	5154	17489	620	23263	75	19454	19529	266	122	52	106140
Jalpaiguri	966508	7032	8737	2	15771	1344	8233	845	10422	42	11284	11326	453	139	174	38285
Kolkata	2256944	67030	50877	23	117930	10696	17217	3843	31756	98	20913	21011	437	300	160	171594
Jharkhand	929871	32664	26223	8	58895	3426	8534	3476	15436	22	15251	15273	389	87	28	90108
Orissa	590320	26005	21706	19	47730	3960	6300	3399	13659	24	12965	12989	273	110	179	74940
North East Region	343068	7322	5668	28	13018	1767	4760	762	7289	8	7311	7319	194	117	117	28054
EAST ZONE	5364603	176793	139365	94	316252	26347	62533	12945	101825	269	87178	87447	2012	875	710	509121
Bangalore	4113959	38844	16545	12	55401	4662	9741	2903	17306	0	11107	11107	256	270	482	84822
Mangalore	1115504	87348	28285	115	115748	8712	21937	4493	35142	84	36274	36358	1299	844	731	190122
Guntur	751179	47976	29386	66	77428	9199	20861	10392	40452	138	24579	24717	741	539	477	144354
Hyderabad	1793258	96116	24792	52	120960	7394	17904	4980	30278	191	27496	27687	1146	309	666	181046
Kerala	1365497	115249	59155	589	174993	6130	18628	4118	28876	111	17086	17197	637	639	649	222991
Chennai	3633738	47012	33307	19	80338	10956	15633	4923	31512	1165	25124	26289	570	492	1084	140285
Coimbatore	2189442	68696	23049	54	91799	7120	17991	3949	29060	157	20622	20779	601	515	1120	143874
Madurai	1609896	64647	17339	50	82036	5138	10253	4349	19740	127	16271	16398	567	575	605	119921
SOUTH ZONE	16572473	565888	231858	957	798703	59311	132948	40107	232366	1973	178559	180532	5817	4183	5814	1227415
Chhattisgarh	374460	16749	6264	31	23044	2051	3751	1053	6855	0	6299	6299	147	40	35	36420
Goa	584199	1539	3806	9	5354	539	1900	85	2524	5	1872	1877	66	104	53	9978
Ahmedabad	1289137	64433	27957	26	92416	8989	16533	2601	28123	156	25747	25903	466	142	323	147373
Vadodra	1341657	24478	15776	19	40273	2452	10296	1467	14215	3	10511	10514	256	243	261	65762
Mumbai - I [Bandra]	2646033	35115	11299	23	46437	7524	11139	0	18663	92	11803	11895	627	214	350	78186
Mumbai - II [Thane]	1772618	50314	27621	30	77965	26	10716	13480	24222	7	18598	18605	784	302	305	122183
Nagpur	1292213	86895	36906	186	123987	6762	20035	4136	30933	43	27038	27081	623	294	281	183199
Pune	1074513	60272	38042	173	98487	5896	18687	3042	27625	25	32780	32805	870	315	480	160582
Madhya Pradesh	1372834	55836	16763	44	72643	7250	13015	2795	23060	51	21132	21183	440	262	149	117737
Rajasthan	1208346	32269	12325	38	44632	5083	11601	3029	19713	62	17600	17662	427	117	237	82788
WEST ZONE	12956010	427900	196759	579	625238	46572	117673	31688	195933	444	173380	173824	4706	2033	2474	1004208
Total	44782788	1345266	689599	1790	2036655	159592	376201	91284	627077	5027	544469	549496	14828	8059	10016	3246131



APPENDIX A-16(II)

All Claims (Other than Monthly Pension Claims) Under Employees' Pension Scheme 1995 (Unexempted Sector)									
REGION	Workload	Claims Settled	Returned	Rejected	Closing Balance	Settlement Ratio	Return Ratio	Rejection Ratio	Pendency Ratio
Delhi North	130601	94220	33965	485	1931	72.14%	26.01%	0.37%	1.48%
Delhi South	159207	95004	32509	3381	28313	59.67%	20.42%	2.12%	17.78%
Haryana	246035	171420	34795	18333	21487	69.67%	14.14%	7.45%	8.73%
Himachal Pradesh	30061	18566	6531	2589	2375	61.76%	21.73%	8.61%	7.90%
Chandigarh	68209	50391	13904	2793	1121	73.88%	20.38%	4.09%	1.64%
Ludhiana	81532	62299	13153	2851	3229	76.41%	16.13%	3.50%	3.96%
Uttar Pradesh	133707	98306	27387	6758	1256	73.52%	20.48%	5.05%	0.94%
Uttarakhand	24892	16666	5148	1831	1247	66.95%	20.68%	7.36%	5.01%
NORTH ZONE	874244	606872	167392	39021	60959	69.42%	19.15%	4.46%	6.97%
Bihar	9336	6757	2317	125	137	72.38%	24.82%	1.34%	1.47%
Jalpaiguri	54077	35605	11081	569	6822	65.84%	20.49%	1.05%	12.62%
Kolkata	75165	52933	18894	499	2839	70.42%	25.14%	0.66%	3.78%
Jharkhand	28362	21848	5601	157	756	77.03%	19.75%	0.55%	2.67%
Orissa	28022	19707	6827	830	658	70.33%	24.36%	2.96%	2.35%
North East Region	12843	9186	2955	253	449	71.53%	23.01%	1.97%	3.50%
EAST ZONE	207805	146036	47675	2433	11661	70.28%	22.94%	1.17%	5.61%
Bangalore	480543	309489	90932	10721	69401	64.40%	18.92%	2.23%	14.44%
Mangalore	95070	76205	17015	1633	217	80.16%	17.90%	1.72%	0.23%
Guntur	63988	45852	14781	1987	1368	71.66%	23.10%	3.11%	2.14%
Hyderabad	215573	163601	37605	5462	8905	75.89%	17.44%	2.53%	4.13%
Kerala	73805	56039	15443	1606	717	75.93%	20.92%	2.18%	0.97%
Chennai	292322	212199	59048	6789	14286	72.59%	20.20%	2.32%	4.89%
Coimbatore	144279	101348	34421	871	7639	70.24%	23.86%	0.60%	5.29%
Madurai	107154	83230	17527	3996	2401	77.67%	16.36%	3.73%	2.24%
SOUTH ZONE	1472734	1047963	286772	33065	104934	71.16%	19.47%	2.25%	7.13%
Chhattisgarh	18361	14601	3354	378	28	79.52%	18.27%	2.06%	0.15%
Goa	22463	17922	1846	2230	465	79.78%	8.22%	9.93%	2.07%
Ahmedabad	123907	102954	15962	3066	1925	83.09%	12.88%	2.47%	1.55%
Vadodara	105759	83327	16980	2674	2778	78.79%	16.06%	2.53%	2.63%
Mumbai - I [Bandra]	237997	166034	37840	814	33309	69.76%	15.90%	0.34%	14.00%
Mumbai - II [Thane]	250325	155257	47833	5255	41980	62.02%	19.11%	2.10%	16.77%
Nagpur	91390	63406	25281	2616	87	69.38%	27.66%	2.86%	0.10%
Pune	188818	130335	39136	13681	5666	69.03%	20.73%	7.25%	3.00%
Madhya Pradesh	79855	61055	14853	3782	165	76.46%	18.60%	4.74%	0.21%
Rajasthan	88412	63452	17887	7073	0	71.77%	20.23%	8.00%	0.00%
WEST ZONE	1207287	858343	220972	41569	86403	71.10%	18.30%	3.44%	7.16%
Total	3762070	2659214	722811	116088	263957	70.68%	19.21%	3.09%	7.02%



APPENDIX A-17

Settlement of Monthly Pension Claims Under Employees' Pension Scheme 1995 (Unexempted Sector)									
REGION	Workload	Claims Settled	Returned	Rejected	Closing Balance	Settlement Ratio	Return Ratio	Rejection Ratio	Pendency Ratio
Delhi North	19932	13251	4928	49	1704	66.48%	24.72%	0.25%	8.55%
Delhi South	6139	2367	2030	126	1616	38.56%	33.07%	2.05%	26.32%
Haryana	16170	9090	6001	104	975	56.22%	37.11%	0.64%	6.03%
Himachal Pradesh	1664	810	620	18	216	48.68%	37.26%	1.08%	12.98%
Chandigarh	8545	5143	3221	62	119	60.19%	37.69%	0.73%	1.39%
Ludhiana	7264	4477	2298	60	429	61.63%	31.64%	0.83%	5.91%
Uttar Pradesh	41247	28557	11695	656	339	69.23%	28.35%	1.59%	0.82%
Uttarakhand	5893	3851	1710	39	293	65.35%	29.02%	0.66%	4.97%
NORTH ZONE	106854	67546	32503	1114	5691	63.21%	30.42%	1.04%	5.33%
Bihar	12514	9847	2495	18	154	78.69%	19.94%	0.14%	1.23%
Jalpaiguri	12339	5855	4306	96	2082	47.45%	34.90%	0.78%	16.87%
Kolkata	47463	29624	13044	123	4672	62.41%	27.48%	0.26%	9.84%
Jharkhand	14971	10335	3929	149	558	69.03%	26.24%	1.00%	3.73%
Orissa	14068	9603	3380	68	1017	68.26%	24.03%	0.48%	7.23%
North East Region	5136	3293	1477	91	275	64.12%	28.76%	1.77%	5.35%
EAST ZONE	106491	68557	28631	545	8758	64.38%	26.89%	0.51%	8.22%
Bangalore	18284	7977	6155	89	4063	43.63%	33.66%	0.49%	22.22%
Mangalore	36258	27734	8041	166	317	76.49%	22.18%	0.46%	0.87%
Guntur	23689	17189	5805	202	493	72.56%	24.51%	0.85%	2.08%
Hyderabad	36487	25060	7748	149	3530	68.68%	21.23%	0.41%	9.67%
Kerala	34036	21261	11609	609	557	62.47%	34.11%	1.79%	1.64%
Chennai	28860	15686	10810	116	2248	54.35%	37.46%	0.40%	7.79%
Coimbatore	26418	15197	9004	280	1937	57.53%	34.08%	1.06%	7.33%
Madurai	20686	13395	6311	359	621	64.75%	30.51%	1.74%	3.00%
SOUTH ZONE	224718	143499	65483	1970	13766	63.86%	29.14%	0.88%	6.13%
Chhattisgarh	7701	5594	1745	235	127	72.64%	22.66%	3.05%	1.65%
Goa	1898	1278	375	199	46	67.33%	19.76%	10.48%	2.42%
Ahmedabad	25320	19071	5531	406	312	75.32%	21.84%	1.60%	1.23%
Vadodara	11473	9841	1124	163	345	85.78%	9.80%	1.42%	3.01%
Mumbai - I [Bandra]	44508	18271	8296	384	17557	41.05%	18.64%	0.86%	39.45%
Mumbai - II [Thane]	31248	16582	8786	243	5637	53.07%	28.12%	0.78%	18.04%
Nagpur	30748	18453	11985	198	112	60.01%	38.98%	0.64%	0.36%
Pune	34667	20608	8971	616	4472	59.45%	25.88%	1.78%	12.90%
Madhya Pradesh	22976	13121	9223	587	45	57.11%	40.14%	2.55%	0.20%
Rajasthan	14783	7955	6082	746	0	53.81%	41.14%	5.05%	0.00%
WEST ZONE	225322	130774	62118	3777	28653	58.04%	27.57%	1.68%	12.72%
Total	663385	410376	188735	7406	56868	61.86%	28.45%	1.12%	8.57%



APPENDIX A-18

Settlement of Insurance Claims Under Employees Deposit Linked Insurance Scheme, 1971 (Unexempted Sector)									
REGION	Workload	Claims Settled	Returned	Rejected	Closing Balance	Settlement Ratio	Return Ratio	Rejection Ratio	Pendency Ratio
Delhi North	1051	558	432	14	47	53.09%	41.10%	1.33%	4.47%
Delhi South	1163	615	345	30	173	52.88%	29.66%	2.58%	14.88%
Haryana	1287	541	603	107	36	42.04%	46.85%	8.31%	2.80%
Himachal Pradesh	445	160	209	54	22	35.96%	46.97%	12.13%	4.94%
Chandigarh	433	311	111	11	0	71.82%	25.64%	2.54%	0.00%
Ludhiana	587	313	220	45	9	53.32%	37.48%	7.67%	1.53%
Uttar Pradesh	2892	1364	1389	130	9	47.16%	48.03%	4.50%	0.31%
Uttarakhand	445	256	142	39	8	57.53%	31.91%	8.76%	1.80%
NORTH ZONE	8303	4118	3451	430	304	49.60%	41.56%	5.18%	3.66%
Bihar	847	386	438	19	4	45.57%	51.71%	2.24%	0.47%
Jalpaiguri	4239	1215	2660	66	298	28.66%	62.75%	1.56%	7.03%
Kolkata	2621	1189	1301	15	116	45.36%	49.64%	0.57%	4.43%
Jharkhand	576	232	323	7	14	40.28%	56.08%	1.22%	2.43%
Orissa	1043	350	598	55	40	33.56%	57.33%	5.27%	3.84%
North East Region	724	332	309	35	48	45.86%	42.68%	4.83%	6.63%
EAST ZONE	10050	3704	5629	197	520	36.86%	56.01%	1.96%	5.17%
Bangalore	1516	626	642	28	220	41.29%	42.35%	1.85%	14.51%
Mangalore	2050	954	1018	73	5	46.54%	49.66%	3.56%	0.24%
Guntur	1744	714	854	132	44	40.94%	48.97%	7.57%	2.52%
Hyderabad	2616	1229	1203	86	98	46.98%	45.99%	3.29%	3.75%
Kerala	2458	965	1312	165	16	39.26%	53.38%	6.71%	0.65%
Chennai	2000	855	1001	53	91	42.75%	50.05%	2.65%	4.55%
Coimbatore	2068	662	1258	11	137	32.01%	60.83%	0.53%	6.62%
Madurai	1482	638	668	138	38	43.05%	45.07%	9.31%	2.56%
SOUTH ZONE	15934	6643	7956	686	649	41.69%	49.93%	4.31%	4.07%
Chhattisgarh	385	194	156	35	0	50.39%	40.52%	9.09%	0.00%
Goa	179	96	58	17	8	53.63%	32.40%	9.50%	4.47%
Ahmedabad	1011	557	412	23	19	55.09%	40.75%	2.27%	1.88%
Vadodara	668	484	147	27	10	72.46%	22.01%	4.04%	1.50%
Mumbai - I [Bandra]	1845	895	626	23	301	48.51%	33.93%	1.25%	16.31%
Mumbai - II [Thane]	1912	820	660	76	356	42.89%	34.52%	3.97%	18.62%
Nagpur	1992	1068	877	35	12	53.61%	44.03%	1.76%	0.60%
Pune	1872	1000	732	57	83	53.42%	39.10%	3.04%	4.43%
Madhya Pradesh	1124	658	363	102	1	58.54%	32.30%	9.07%	0.09%
Rajasthan	560	218	278	64	0	38.93%	49.64%	11.43%	0.00%
WEST ZONE	11548	5990	4309	459	790	51.87%	37.31%	3.97%	6.84%
Total	45835	20455	21345	1772	2263	44.63%	46.57%	3.87%	4.94%



APPENDIX A-19

Prosecution Cases u/s 14 of the Act (Unexempted Sector)							EDLI Scheme	
Region	Total Workload for disposal	Cases Decided					Total cases decided	Total pendency at Year-end
		Convicted	Acquitted	Discharged	Admonished	Withdrawn		
Delhi North	137	0	0	0	0	0	0	137
Delhi South	127	0	0	0	0	0	0	127
Haryana	458	0	0	0	0	0	0	458
Himachal Pradesh	60	0	0	0	0	0	0	60
Chandigarh	264	1	0	0	0	0	1	263
Ludhiana	319	0	0	0	0	22	22	297
Uttar Pradesh	793	0	0	0	0	0	0	793
Uttarakhand	4	0	0	0	0	0	0	4
NORTH ZONE	2162	1	0	0	0	22	23	2139
Bihar	1546	0	0	0	0	0	0	1546
Jalpaiguri	838	0	0	0	0	0	0	838
Kolkata	414	0	0	0	0	0	0	414
Jharkhand	719	0	0	0	0	0	0	719
Orissa	617	0	0	0	0	0	0	617
North East Region	401	0	0	0	0	0	0	401
EAST ZONE	4535	0	0	0	0	0	0	4535
Bangalore	326	24	0	16	0	159	199	127
Mangalore	1174	211	58	277	0	75	621	553
Guntur	326	0	0	0	0	0	0	326
Hyderabad	1832	0	0	0	0	0	0	1832
Kerala	927	13	0	0	0	0	13	914
Chennai	464	0	0	0	0	0	0	464
Coimbatore	306	0	0	0	0	0	0	306
Madurai	237	0	0	0	0	0	0	237
SOUTH ZONE	5592	248	58	293	0	234	833	4759
Chhattisgarh	356	0	0	0	0	0	0	356
Goa	184	0	0	0	0	0	0	184
Ahmedabad	177	0	0	0	0	0	0	177
Vadodara	580	0	0	0	0	0	0	580
Mumbai - I [Bandra]	344	0	0	0	0	0	0	344
Mumbai - II [Thane]	704	0	0	0	0	0	0	704
Nagpur	110	0	0	0	0	0	0	110
Pune	1264	0	0	0	0	0	0	1264
Madhya Pradesh	1392	0	0	0	0	0	0	1392
Rajasthan	85	0	0	0	0	0	0	85
WEST ZONE	5196	0	0	0	0	0	0	5196
Total	17485	249	58	293	0	256	856	16629

**APPENDIX A-20**

Sanctioned and In Position Strength of Group A Officers as on 31.03.2009		
Region	Sanctioned	In Position
Hyderabad	30	20
Guntur	17	13
Nizamabad	1	8
Bihar	12	10
Jharkhand	16	11
Delhi (North)	24	18
Delhi (South)	11	16
Ahmedabad	26	17
Baroda	15	7
Surat	1	8
Faridabad	24	13
Gurgaon	1	9
Himachal Pradesh	5	5
Bangalore	21	15
Peenya	1	4
Mangalore	20	18
Kerala	29	20
Madhya Pradesh	25	26
Chhattisgarh	5	5
Mumbai - I (Bandra)	27	22
Mumbai-II (Thane)	13	13
Kandivili	1	11
Pune	10	13
Nagpur	19	10
Goa	4	3
North East Region	16	12
Orissa	21	19
Chandigarh	18	13
Ludhiana	12	12
Rajasthan	22	14
Chennai	31	21
Tambaram	1	6
Madurai	14	16
Coimbatore	18	15
Kanpur	34	23
Meerut	1	13
Uttrakhand	5	6
Kolkatta	42	33
Jalpaiguri	11	13
Head Quarters	89	74
NATRSS	7	5
ZTI(NZ)	3	2
ZTI(SZ)	3	1
ZTI(EZ)	3	3
ZTI(WZ)	3	2
Sub ZTI (EZ)	1	1
Zonal ACC (NZ)	1	1
Zonal ACC (SZ)	3	3
Zonal ACC (EZ)	2	2
Zonal ACC (WZ)	3	2
Zonal Audit (NZ)	7	4
Zonal Audit (SZ)	7	5
Zonal Audit (EZ)	7	4
Zonal Audit (WZ)	7	5
National Data Centre	0	0
NRPO	1	0
TOTAL	751	645
New creation as on 20.02.09	181	0
GRAND TOTAL	932	645



APPENDIX A-21

Sanctioned and In Position Strength in respect of Group B Officials as on 31.03.09											
Region	Sanctioned Strength	In Position	Due Share			In Position			Excess(-) /Short(+)		
			SC	ST	OBC	SC	ST	OBC	SC	ST	OBC
Andhra Pradesh	160	145	24	12	14	22	12	6	2	0	8
Bihar	29	28	4	1	1	8	0	0	-4	1	1
Chhattisgarh	13	8	0	0	0	0	2	2	0	-2	-2
Delhi	118	96	16	7	8	14	6	3	2	1	5
Gujrat	166	126	23	11	12	20	9	2	3	2	10
Goa	9	6	0	0	0	1	0	0	-1	0	0
Haryana	75	75	9	4	4	11	4	2	-2	0	2
Himachal Pradesh	14	12	1	0	0	1	4	0	0	-4	0
Jharkhand	49	34	6	2	4	3	2	2	3	0	2
Karnataka	147	107	21	9	9	17	7	0	4	2	9
Kerala	104	84	14	6	8	10	8	2	4	-2	6
Madhya Pradesh	68	44	9	3	5	5	3	0	4	0	5
Maharashtra	351	238	51	24	28	41	24	2	10	0	26
Norht East Region	34	24	4	1	2	3	5	1	1	-4	1
Orissa	58	44	7	3	4	6	5	2	1	-2	2
Punjab	110	80	15	7	8	19	1	1	-4	6	7
Rajasthan	72	70	9	4	5	16	9	0	-7	-5	5
Tamil Nadu	275	246	40	19	24	35	22	5	5	-3	19
Uttar Pradesh	153	122	22	10	12	19	2	3	3	8	9
Uttrakhand	17	12	1	0	1	5	3	0	-4	-3	1
West Bengal	271	152	39	19	21	30	16	6	9	3	15
Head Office	590	445	70	29	52	75	16	7	-5	13	45
TOTAL	2883	2198	385	171	222	361	160	46	24	11	176



APPENDIX A-22

Sanctioned and In Position Strength in respect of Group C Officials as on 31.03.09											
Regions	Sanctioned	In Position	Share Due			In Position			Excess(-) / Short(+)		
			SC	ST	OBC	SC	ST	OBC	SC	ST	OBC
Andhra Pradesh	1516	1235	199	92	105	160	42	47	39	50	58
Bihar	214	197	28	11	13	15	1	70	13	10	-57
Jharkhand	334	297	50	24	19	31	31	82	19	-7	-63
Delhi	891	710	112	54	59	154	41	49	-42	13	10
Gujrat	1337	975	150	102	90	158	92	186	-8	10	-96
Haryana	596	448	79	38	47	102	19	37	-23	19	10
Himachal Pradesh	105	71	13	3	5	12	5	2	1	-2	3
Karnataka	1471	1157	198	97	110	202	69	41	-4	28	69
Kerala	875	753	124	61	66	73	24	24	51	37	42
Madhya Pradesh	668	555	55	41	21	91	101	29	-36	-60	-8
Chhattisgarh	118	92	15	6	29	8	24	17	7	-18	12
Maharashtra	2947	2043	417	209	249	224	173	66	193	36	183
Goa	85	63	7	2	4	2	5	3	5	-3	1
North East Region	221	182	29	12	20	14	38	6	15	-26	14
Orissa	459	409	64	31	31	55	62	13	9	-31	18
Punjab	847	671	152	47	66	207	7	38	-55	40	28
Rajasthan	564	427	68	27	18	69	64	27	-1	-37	-9
Tamil Nadu	2478	1914	374	137	193	467	30	113	-93	107	80
Uttar Pradesh	935	798	150	71	83	174	2	86	-24	69	-3
Uttrakhand	119	93	14	6	8	22	4	10	-8	2	-2
West Bengal	1607	1290	250	110	78	305	30	109	-55	80	-31
Head Quarter	142	135	10	2	8	27	5	9	-17	-3	-1
Central cadre(*)	0	0	123	62	190	0	0	0	123	62	190
Keep vacant against 20% matching saving from UDC under Time Bound Promotion Scheme	1044										
Total	19573	14515	2681	1245	1512	2572	869	1064	109	376	448

(*) Centralised cadre of Supervisor (Computer), Jr. Hindi Translator and Stenographer. Sanctioned Strength and in position of these centralised cadres includes strength of respective regions.



APPENDIX A-23

Sanctioned and In Position Strength in respect of Group D Officials as on 31.03.09											
Regions	Sanctioned	In Position	Share Due			In Position			Excess(-) / Short(+)		
			SC	ST	OBC	SC	ST	OBC	SC	ST	OBC
Andhra Pradesh	179	193	25	9	31	27	13	27	-2	-4	4
Bihar	42	49	4	1	8	13	1	16	-9	0	-8
Jharkhand	40	33	9	4	7	4	13	6	5	-9	1
Delhi	92	68	17	4	13	27	6	6	-10	-2	7
Gujrat	139	118	13	15	24	53	25	9	-40	-10	15
Haryana	71	50	16	5	12	25	1	3	-9	4	9
Himachal Pradesh	16	13	3	1	1	7	2	0	-4	-1	1
Karnataka	161	154	21	9	39	60	12	20	-39	-3	19
Kerala	130	133	18	8	21	56	10	11	-38	-2	10
Madhya Pradesh	98	87	11	14	6	39	21	4	-28	-7	2
Chhattisgarh	14	11	2	0	2	2	4	4	0	-4	-2
Maharashtra	282	269	27	22	41	45	18	26	-18	4	15
Goa	12	12	3	0	1	1	3	1	2	-3	0
North East Region	45	41	4	1	7	7	8	1	-3	-7	6
Orissa	76	72	10	4	0	16	13	11	-6	-9	-11
Punjab	102	68	20	1	13	40	1	2	-20	0	11
Rajasthan	92	78	16	4	10	24	21	8	-8	-17	2
Tamil Nadu	257	205	39	6	42	79	10	36	-40	-4	6
Uttar Pradesh	194	168	24	12	37	46	1	14	-22	11	23
Uttrakhand	22	20	2	0	2	9	2	2	-7	-2	0
West Bengal	265	222	46	13	32	59	12	28	-13	1	4
Head Quarter	92	86	8	3	15	40	11	7	-32	-8	8
Total	2421	2150	338	136	364	679	208	242	-341	-72	122



APPENDIX -A-24

Category-wise investment at Face Value and Interest Earning Rate for EPF Scheme Investment as on 31.03.2009 (Rs. In Crores)																
Category	<=6%	>6%-6.5%	>6.5% -7%	>7%-7.5%	>7.5% -8%	>8%-8.5%	>8.5% -9%	>9%-9.5%	>9.5% -10%	>10%-11%	>11%-12%	>12%-13%	>13%-14%	>14%	Total Face Value	
SDS	-	-	-	-	52480.92	-	-	-	-	-	-	-	-	-	52480.92	
CTG	1393.63	347.80	697.65	4111.45	5263.67	9104.77	73.78	470.56	297.71	3833.79	3604.63	2899.80	-	-	32099.24	
SDL	2402.22	497.32	831.12	1761.79	4437.35	5583.51	1638.65	183.98	482.03	793.01	843.05	377.66	-	-	19831.69	
STG		54.00	200.00	256.62	1266.28	243.22	525.95	155.32	0.40	8.45	72.25	36.82	9.71	1.19	2830.21	
PSU	565.63	358.51	568.64	2365.28	2326.30	1501.88	4842.05	6851.17	3881.92	6065.25	966.77	-	0.05	0.18	30293.63	
TDR's at different rates and period															5441.70	5441.70
Total	4361.48	1257.63	2297.41	8495.14	65774.52	16433.38	7080.43	7661.03	4662.06	10700.50	5486.70	3314.28	9.76	1.37	5441.70	142977.39

* PSU includes Investment in Private Sector Bonds



APPENDIX A-25

Category-wise investment at Face Value and Interest Earning Rate for EPS Scheme Investment as on 31.03.2009															(Rs. In Crores)	
Category	<=6%	>6%-6.5%	>6.5% -7%	>7%-7.5%	>7.5% -8%	>8%-8.5%	>8.5% -9%	>9%-9.5%	>9.5% -10%	>10%-11%	>11%-12%	>12%-13%	>13%-14%	>14%	Total Face Value	
SDS	-	-	-	-	1400.52	-	-	-	-	-	-	-	-	-	1400.52	
CTG	202.58	245.40	128.08	1441.43	4960.45	7015.61	52.20	25.00	53.62	5310.85	2639.75	2868.62	-	-	24943.59	
SDL	1061.22	1045.18	651.05	1383.73	2473.23	3110.52	1134.95	287.49	307.50	1298.91	1318.55	596.09	-	-	14668.42	
STG	-	-	-	466.95	1050.80	-	30.00	-	-	20.00	3.00	53.30	5.00	-	1630.05	
PSU	202.20	430.00	152.50	2728.64	2513.50	655.00	5272.60	3712.86	3110.77	2649.30	807.20	-	-	-	22234.57	
TDR's at different rates and period	-	-	-	-	-	-	-	-	-	-	-	-	-	2487.96	2487.96	
Public Account	-	-	-	-	-	41213.17	-	-	-	-	-	-	-	-	41213.17	
Total	1466.00	1720.58	931.63	6020.76	12398.50	51994.30	6489.75	4025.35	3471.89	9279.06	4768.50	3519.01	5.00	0	2487.96	108578.28

* PSU includes Investment in Private Sector Bonds



APPENDIX A-26

Category-wise investment at Face Value and Interest Earning Rate for EDLI Scheme Investment as on 31.03.2009															(Rs. In Crores)	
Category	<=6%	>6%-6.5%	>6.5% -7%	>7%-7.5%	>7.5% -8%	>8%-8.5%	>8.5% -9%	>9%-9.5%	>9.5% - 10%	>10%-11%	>11%-12%	>12%-13%	>13%-14%	>14%	Total Face Value	
SDS	-	-	-	-	2.50	-	-	-	-	-	-	-	-	-	2.50	
CTG	5.12	14.10	14.04	9.12	151.70	228.57	-	-	5.25	182.92	83.32	152.09	-	-	846.23	
SDL	15.73	16.86	18.00	48.28	81.38	319.54	19.02	29.39	0.45	47.82	35.99	12.99	-	-	645.45	
STG	-	-	-	-	28.10	7.84	-	-	-	0.80	-	0.70	-	-	37.44	
PSU	4.80	-	30.00	135.76	29.80	-	246.30	103.65	66.30	166.50	56.30	-	-	-	841.91	
TDR's at different rates and period															177.73	177.73
Public Account						4604.07										4604.07
Total	25.65	30.96	62.04	193.16	293.48	5160.02	265.32	133.04	72.00	400.04	176.11	165.78	-	-	177.73	7155.33

* PSU includes Investment in Private Sector Bonds



APPENDIX A-27

SCHEDULE OF INDUSTRIES/CLASSES OF ESTABLISHMENTS TO WHICH EMPLOYEES' PROVIDENT FUNDS AND

MISCELLANEOUS PROVISIONS ACT, 1952 APPLIES

Date of Extension	Industries/Classes of Establishments
1st Nov, 1952 (1 to 6 A)	1. Cement
	2. Cigarettes
	3. Electrical, Mechanical or General Engineering Products
	4. Iron and Steel
	5. Paper
	6. Textiles (made wholly or in Part of Cotton or wool or jute or silk whether natural or artificial)
31st July, 1956 (7 to 19)	6A. Jute
	7. Edible Oils and Fats
	8. Sugar
	9. Rubber and rubber products
	10. Electricity including generation, transmission and distribution thereof.
	11. Tea (except in the state of Assam where the Govt. of Assam have instituted a Separate Provident Fund Scheme for the industry including plantations)
	12. Printing (other than printing industry relating to newspaper establishments as defined in the Working Journalists (conditions of Service and Misc. Provisions Act 1955)) including the process of composing types for printing, printing by letter press, lithography, photogravure or similar process or book binding
	13. Stone-ware pipes
	14. Sanitary Wares
	15. Electrical porcelain Insulators of high and low tension
	16. Refractories
	17. Tiles
	18. Matches
19. Glass	

Note: Till the 31st March 1962 the Scheme was not applicable to the following:

- (i) Match factories having annual Production of five lakhs/gross boxes of matches or less.
- (ii) Such glass factories other than sheet glass shell factories as have an installed capacity of 600 tones per month or less.



Date of Extension	Industries/Classes of Establishments
30th Sept., 1956 (20-23)	20. Heavy and Fine chemicals including: (i) Fertilizer (ii) Turpentine (iii) Resin (iv) Medical and pharmaceuticals preparations (v) Toilet preparations (vi) Soaps (vii) Inks (viii) Intermediates dyes colour lacs and toners (ix) Fatty acid (x) Oxygen acetylene and Carbon Di-Oxide gases.
<i>(The Act was actually enforced in the industry with effect from 31.7.57)</i>	
	21. Indigo 22. Lac including shellac. 23. Non-edible vegetables and animal oils and fats
31st Dec., 1956	24. Newspaper establishments.
31st Jan., 1957	25. Mineral Oil Refining
30th April, 1957 (26 to 30A)	26. Tea plantations (Other than the tea plantations in the State of Assam) 27. Coffee plantations. 28. Rubber plantations. 29. Cardamom plantations. 30. Pepper plantations. 30A. Mixed plantations.
30th Nov., 1957 (31 to 37)	31. Iron Ore Mines 32. Manganese Mines 33. Limestone Mines 34. Gold Mines 35. Industrial and Power Alcohol 36. Asbestos Cement Sheets 37. Coffee curing establishments
30th April, 1958	38. Biscuit making industry (including composite units making biscuit and Products such as bread, confectionery and milk and milk powder)



Date of Extension	Industries/Classes of Establishments
30th April, 1959	39. Road Motor Transport establishments
31st May, 1960 (40 & 41).	40. Mica Industry 41. Mica Mines
30th June, 1960. (42 and 43).	42. Plywood 43. Automobile repairing and servicing
30 th Nov. 1960	44. Cane farms owned by sugar factories
31st Dec. 1960 (45 to 47)	45. Rice Milling 46. Dal Milling 47. Flour Milling
31st May, 1961	48. Starch
30th June, 1961 (49 to 53)	49. Hotels 50. Restaurants 51. Establishments engaged in the Storage or transport or distribution of petroleum or Natural gas or products of either petroleum or natural gas. 52. Petroleum or natural gas Explorations, prospecting drilling or production. 53. Petroleum or natural gas refining
31st July, 1961 (54 to 58)	54. Cinemas (including Preview theaters) 55. Film production 56. Film studios 57. Distribution concerns dealing with exposed films 58. Film processing Laboratories
31st August, 1961	59. Leather and Leather products
30th Nov., 1961 (60 and 61)	60. Stoneware Jars 61. Crockery
31st Dec., 1961	62. Every cane farm owned by the owner or occupier of a sugar factory or cultivated by such owner or occupier or any person on his behalf.
30th April, 1962	63. Every trading and commercial establishments engaged in the



Date of Extension	Industries/Classes of Establishments
	purchase, sale or storage of any good including establishment of exporter, importer advertiser, commission agents and brokers and commodity and stock exchanges, but not including banks or warehouses established under any Central or State Act.
30th June, 1962	64. Fruit and vegetable preservation
30th Sept., 1962	65. Cashew nuts
31st Oct., 1962 (66 to 70)	66. Establishments engaged in the processing or treatment of wood including manufacture of hardboard chipboard, jute or textile wooden accessories, cork products, wooden furnitures, wooden sports goods, cane or bamboo products, wooden battery separators.
	67. Saw mills
	68. Wood seasoning kilns
	69. Wood preservation plants
	70. Wood workshop
31st Dec., 1962	71. Bauxite Mines
31st March, 1963	72. Confectionery
30 th April 1963 (73 to 77)	73. Laundry and Laundry services
	74. Buttons
	75. Brushes
	76. Plastic and plastic products
	77. Stationery products
31st May, 1963	78. Theaters where dramatic performance or other forms of entertainments are held and where payment is required to be made for admission as audience or spectators.
31st May, 1963 (79 and 80)	79. Societies, clubs or associations which provide board or lodging or both facility for amusement or any other service to any of their member or to any of their guest on payments.
	80. Companies, societies, associations, clubs or troupes which give any exhibition or acrobatic or other performance or both, in any arena circular or otherwise or perform or permit any other form of entertainment in any place, other than a theater, and require payments for admission into such exhibition or entertainment as spectators or audience.
31st August, 1963 (81 and 82)	81. Canteens
	82. Aerated water, soft drinks or carbonated water w.e.f. 31st Oct. 1963



Date of Extension	Industries/Classes of Establishments
31st Oct.,1963	83. Distilling and rectifying of spirits (not falling under industrial and power alcohol) and blending of spirits
31st Jan.,1964 (84 and 85)	84. Paint and Varnish
	85. Bone crushing
30th June,1964 (86 and 87)	86. Pickers
	87. China Clay Mines
31st Oct.,1964 (88 to 93)	88. Attorneys as defined in the Advocates Act, 1961 (25 of (87 to 92) 1961)
	89. Chartered or registered Accountants as defined in the Chartered Accountants Act, 1949. (38 of 1949)
	90. Cost and Works Accountants within the meaning of the cost and Works Accountants Act, 1959 (23 of 1959)
	91. Engineers and Engineering Contractors not being exclusively engaged in building and construction industry.
	92. Architects
	93. Medical practitioners and Medical specialists
	94. Milk and milk products
31st Dec., 1964.	95. Travel agencies engaged in: (i) Booking of international air and sea passengers and other travel arrangements and (ii) Booking of internal air and mail passengers and other travel (iii) Forwarding and clearing of cargo from and to overseas and within India
	96. Forwarding agencies engaged in the collecting, packing, forwarding or delivery of any goods including cargo; loading break bulk service and foreign freight service.
	97. Non-ferrous metals and alloys in the form of ingots
	98. Bread
	31st March,1965



Date of Extension	Industries/Classes of Establishments
30th June,1965	99. Steaming, redrying, handling, sorting, grading or packing of tobacco leaf.
31st July,1965	100. Agarbatee (including dhoop and dhoopbatee)
31 st August,1965	101. Magnesite Mines
30th Sept.,1965	102. Coir (excluding the spinning sector)
31st Dec.,1965.	103. Stone quarries producing roof and floor slabs, dimension stones, monumental stones and mosaic chips stones and mosaic chips.
31st Jan., 1966.	104. Banks other than the nationalized banks established under any Central or State Act; { ' Subs. By G.S.R. dated 25 th February,2000 (w.e.f.4 th March,2000)}
30th June,1966.	105. Tobacco industry that is to say any industry engaged in the manufacture of Cigars, Zarda, Snuff, Quivam and Guraku from Tobacco.
31st July, 1966.	106. Paper Products
30th Sept, 1966.	107. Licensed salt
30th April,1967. (108 and 109).	108. Linoleum 109. Indoleum
31st July,1967	110. Explosives
31st August,1967	111. Jute bailing or pressing
31st October,1967	112. Fireworks and percussion cap work
30th Nov.,1967	113. Tent making
31st August,1968 (114 to 120)	114. Barites Mines 115. Dolomite Mines 116. Fireclay Mines 117. Gypsum Mines 118. Kyanite Mines 119. Siliminite Mines 120. Steatite Mines
31st Dec.,1968	121. Cinchona Plantations



Date of Extension	Industries/Classes of Establishments
30th April, 1969.	122. Ferro Manganese
30th June, 1969. (123 and 124)	123. Ice or ice-cream.
	124. Diamond Mines
31st Jan., 1970.	125. General insurance business
31st March, 1971.	126. Establishments rendering expert service such as supplying of personnel, advice on domestic or departmental enquiries, special service in rectifying pilferage thefts and pay roll irregularities to factories and establishments on certain terms and conditions as may be agreed upon between the establishments and establishments rendering expert service.
30th Nov., 1971.	127. Factories engaged in winding of thread and yarn reeling
31st March, 1972.	128. Railway booking Agencies run by Contractors or other private establishments on commission basis.
30th Sept., 1972.	129. Cotton ginning, bailing and pressing
31st March, 1973.	130. Every mess, not being a military mess
31st May, 1973.	131. Katha making
31st August 1973.	132. Establishments known as hospitals run by any individual association or institution.
30th April, 1974.	133. Beer manufacturing
30th Sept., 1974.	134. Sorting, cleaning and testing of cotton waste.
30th Nov., 1974. (135 and 136).	135. Societies, Clubs and associations which render service to their members, without charging any fees over and above the subscription fee or membership fee.
	136. Garments making factories
31st Dec., 1974. (137 to 140)	137. Agricultural farms,
	138. Fruit orchards
	139. Botanical gardens
	140. Zoological gardens.
30th June 1975.	141. Soapstone mines and establishments engaged in the grinding of soapstone



Date of Extension	Industries/Classes of Establishments
31st July, 1976	142. Apatite Mines
(142 to 154)	143. Asbestos Mines
	144. Calcite Mines
	145. Ball-clay Mines
	146. Corundum Mines
	147. Emerald Mines
	148. Feldspar Mines
	149. Silica (sand mines)
	150. Quartz Mines
	151. Ochre Mines
	152. Chromite Mines
	153. Graphite Mines
	154. Flourite Mines
28th Jan.,1977 (155 to 157)	155. Establishments which are factories engaged in the manufacture of glue and gelatine.
	156. Stone quarries producing stone chips, stone sets, stone boulders and ballasts.
	157. Establishments engaged in Fish processing and non-vegetable food preservation industry including bacom factories and pork processing plants.
31st May,1977	158. Establishments engaged in manufacture of beedi.
31st Dec.,1978	159. Financing establishments other than banks not being the Unit Trust of India, the Agriculture Refinance Corporation, Industrial Development Bank of India, the Industrial Finance Corporation of India, the State Finance Corporation
6 th Jan.,1979	160. Lignite Mines
31st July,1979	161. Ferro Chrome
31st May,1980	162. Diamond cutting



Date of Extension	Industries/Classes of Establishments
(162 to 164)	163. Quarsite Mines
	164. Inland water transport establishments
31st Oct.,1980	165. Building and construction
(165 and 166)	166. Manufacture of Myrobalan extract Powder, Myrobalan extract solid and vegetable tanning blended extract
30th Nov.,1980	167. Brick
23rd Nov.,1981	168. Establishments engaged in Stevedoring loading and unloading of ships.
7th Dec., 1981. (169 and 170)	169. Establishments engaged in poultry farming
	170. Establishments engaged in cattle feed industry.
6th March,1982.	171. (i) Any University (ii) Any college, whether or not affiliated to a University. (iii) Any School, whether or not recognised or aided by the Central or State Government. (iv) Any scientific institution; (v) Any institution in which research in respect of any matter is carried on ; (vi) Any other institution in which the activity of imparting knowledge or training is systematically carried on
1st Jan.,1984	172. Industries based on asbestos as principal raw material on voluntary basis.
1 st Oct. 1984.	173. Cinema theatres employing five or more workers as specified in section 24of Cine Worker & Cinema Theatre Workers (Regulation of Employment) Act, 1981,
16th Sept,1989	174. Industries manufacturing Iron ore pellets
25th Mar.,1992	175. Guar Gum factories



1st April, 1992
(176 and 177)

176. Marble mines

Date of Extension	Industries/Classes of Establishments
1 st April, 2001. (178 to 180).	<p>177. Diamond saw mills</p> <p>178. An establishment engaged in rendering Courier services.</p> <p>179. An establishment of aircraft or airlines other than the aircraft or airlines owned or controlled by the Central or State Government.</p> <p>180. An establishment engaged in rendering cleaning and sweeping services</p>
10th November, 2005	181. Any Estt engaged in construction, maintenance, operation and Commercial activities of Railways; other than Indian Railways and other railway establishments owned and controlled by Central or State Government
27th July, 2006	182. Any establishment engaged in manufacture, marketing, servicing and usage of a computer [as defined in clause (i) of Sub-section (1) of Section 2 of the Information Technology Act (21 of 2000)] / or deriving any form of output there from and related processing services.
08 th December 2007. (183 to 186)	<p>183. Companies offering Life Insurance, Annuities etc. other than Life Insurance Corporation of India.</p> <p>184. Private Airports and Joint Venture Airports.</p> <p>185. Electronic Media companies in Private Sector.</p> <p>186. Lodging Houses, Service apartments and condominiums.</p>



Bill of Rights of Employers

- To demand from the visiting Enforcement Officer an authority letter issued by RPFC/APFC.
- To get Business Number allotted within three days from the date of application.
- To approach the Employees' Provident Fund Organization to seek clarification/guidance relating to Provident Fund matters.
- To be heard before imposition of any liability on account of contribution and penal damages.
- To get various forms free of cost.
- To demand improved service delivery for subscribers of your establishment.