



कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
मुख्य कार्यालय/ Head Office
श्रम एवं रोजगार मंत्रालय , भारत सरकार
MINISTRY OF LABOUR AND EMPLOYMENT, GOVERNMENT OF INDIA
भविष्य निधि भवन, 14 भीकाजी कामा प्लेस नई दिल्ली-110066
Bhavishya Nidhi Bhawan , 14, Bhikaiji Cama Place, New Delhi 110066
www.epfindia.gov.in; www.epfindia.nic.in

No. HRM-X/1(4)/2011/QR/March / 29

Date: 29.04.11

To

- All Regional PF Commissioner-I of ROs
- Director, NATRSS
- All Regional PF Commissioners, ZTIs
(EXCEPT ROs Jharkhand, Gujarat, NER,, Orissa, ZTI (WZ-Ujjain))

Subject: Quarterly Establishment Return for the quarter ending 31.03.2011 – Regarding

Sir,

A quarterly establishment return for the quarter ending March, 2011 is urgently required for providing data to the “Standing Committee on Demands for Grants” through the Ministry of Labour & Employment. The data received through the Quarterly Establishment Returns is also to be utilized for preparing the Annual Report of the organization.

It is, therefore, requested to send the establishment return for the quarter ending March, 2011 in the prescribed proforma i.e. Annexure-A and Annexure-B, latest by 02.05.2011 positively.

Yours faithfully,

(R.K. Kukreja)

Regional PF Commissioner-I (HRM)

Encl :As Above

Copy to : RPFC (NDC) – with the request to upload on the website.

GROUP-A POSTS

Addl. CPFC		RPFC-I		RPFC-II		APFC		Director (OL)		DD(OL)		AD(OL)		DD (VIG)		AD (VIG)		Director (IS)	
S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I

DD (IS)		AD (IS)		Director (Audit)		DD (Audit)		AD (Audit)		AE (Civil)		AE (Electrical)		Executive Engg. (Elec. & Civil)		Total	
S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I

GROUP-B POSTS

EO/AAO/AO		EDP Super/Asstt. Progr/Programmer		PS		PA		Junior Engg. (C/E)		Section Supervisor / Care Taker		Legal Asst.		Vigilance Asst.		Stat. Asst.		Hindi Translator-II		Hindi Tr. -I	
S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I

Welfare Officer		Jr. Analyst		Section Officer		Research Assistant/ Asst. Research officer		Asstt. Audit Officer		Audit Officer		Auditor		Assistant		Library Inf. Asst.		DPA/DEO		Total	
S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I

GROUP-C POSTS

SSSA/SSA UDC (SG)		Stenographer		LDC		Electrician		Staff Car Driver		Plumber		Pump Operator		Lift Operator		Canteen Manager & Salesman / Clerk		Senior Gestetnor Operator		Manager Grade III	
S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I

Cashier		Binder /Dispatch Rider		Telex Operator		Record Sorter Sr/Jr		Gestetnor Operator Jr.		Cook-cum-attendant / Cook		Daftry / MTA		Safaiwala/ Jamadar/ Farash		Helper / Peon		Chowkidar		Mali	
S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I

Cuppen Clerk / Counter Clerk		Tea/Coffee Maker		Wash Boy		Halwai / Assistant Halwai		Bearer / Canteen Employees		CRC chair re caner		Water Carrier		Total	
S	I	S	I	S	I	S	I	S	I	S	I	S	I	S	I

S - Sanctioned
I - Inposition

