

EMPLOYEES' PROVIDENT FUND ORGANISAT
Minutes of the Review Meeting of
ADDL. CPFCs (ZONES) ON MEMBERS' ACCOUNTS

Date: 21.06.2011

Venue : Conference Hall, 3rd Floor, Bhavishya Nidhi Bhawan

The following were present in the meeting:

1. Shri Rajesh Bansal, FA&CAO & ACC (HR & RJ)
2. Shri B. Vinaya, NIC
3. Shri S.R.Joshi, ACC (HR), Head Office
4. Shri P.K.Udgata,RPFC-I (F&A)
5. Shri S.K. Khanna, ACC (PB & HP)
6. Shri P.S. Babu, ACC (KN & Goa)
7. Shri V.N. Sharma, ACC (DL & UK)
8. Shri N.K. Prasad, ACC (UP &BR)
9. Shri V.P. Ramaiah, ACC (AP & OR)
10. Shri P.M. Mathew, ACC (MH &CHG)
11. Shri K. Srinivasan, ACC (TN & KR)
12. Shri B.S.V. Sarma, ACC (GJ & MP)
13. Shri K.Narayana, RPCC-I, Bangalore
14. Shri A.K.Gupta,RPFC-I, Delhi(North)
15. Shri Goutam Dixit,RPFC-I, Delhi(South)
16. Shri P.K.Kulkarni,RPFC-I, Mumbai-I
17. Shri P.K.Mishra,RPFC-I, Kolkata
18. Shri S.Padmanabhan,RPFC-I, Pune
19. Shri S.K.Thakur, RPFC-I, Kandivili
20. Shri M.Narayanappa,RPFC-I, Hyderabad
21. Shri Birbal Meena,RPFC-I, Gurgaon
22. Shri B.Padhan,RPFC-I, Bhubaneswar
23. Shri K.Muthuselvan,RPFC-II,Bommasandra
24. Shri N.Thothar,RPFC-II, K.R.Puram
25. Shri S.Bandopadhyaya,RPFC-II,Jangipur
26. Shri Ravi Kumar,RPFC-II, Mysore Road
27. Smt. Nidhi Singh,RPFC-II, Laxmi Nagar
28. Shri S.K.Gupta,RPFC-II, Park Street

The Central Provident Fund Commissioner chaired the meeting and explained the reasons for convening this meeting a day before the review meeting by the Hon'ble Union Minister for Labour and Employment. He stated that the Ministry of Finance while approving the rate of interest of 9.5 % for the year 2010-11 stipulated the condition that the 4.72 crore member accounts should be updated within a period of six months and if any shortfall in interest suspense account is noticed, then the same should be adjusted in the interest rate to be fixed for the next year(2011-12). On receipt of the said approval, instructions were issued to all the field offices for updation of members' accounts pending for the period upto 2008-09.The following logistic support were provided by Head Office from time to time for achieving the target.

- a) Enforcement Officers and Accounts officers were assigned the work of approving the accounts on current charge basis as APFCs as per requirement.
 - b) APFCs posted in other divisions were also assigned the task of approving accounts.
 - c) To meet the deficiency of dealing hands, deployment of DEOs from outside agencies was allowed even over and above the sanctioned strength
 - d) Key technical persons were deployed suitably to facilitate the process of updation.
 - e) All software support extended on need basis by head office.
 - f) To speed up the process of annual accounts updation, software tools were given to employers and uploading facility was provided in field offices to save time in data punching.
2. After having a look at the performance of updation of accounts by the field offices displayed at the website of EPFO, upto the year 2008-09 as on 21.06.2011 (2.00 PM), he congratulated all those offices which liquidated the entire pendency upto 2008-09 and also those offices which showed remarkable reduction in pendency. Further he expressed his concern for those offices where the pendency is 1,00,000 and above, the details of which are appended as under.

Sl. No.	Name of the Office	Accounts pending upto 2008-09
1.	Regional Office, Bangalore	11,25,080
2.	Regional Office, Delhi(North)	979966
3.	Regional Office, Delhi(South)	578394
4.	Sub Regional Office, K.R.Puram	531805
5.	Regional Office, Bandra(Mumbai-I)	457497
6.	Sub Regional Office, Bommasandra	445501
7.	Regional Office, Kolkata	344026
8.	Sub Regional Office, Jangipur	308987
9.	Sub Regional Office, Mysore Road	270231
10.	Sub Regional Office, Laxminagar	262731
11.	Sub Regional Office, Park Street	141501
12.	Regional Office, Kandivili	123424

3. Then he asked FA&CAO to take up the proceedings office-wise.

JA 28/06/2011

4. FA&CAO requested ACC(KN&GOA) to explain the reasons as to why the pace of updation is slow in most of the offices under his jurisdiction. ACC(KN&GOA) asked the Officers-In-Charge of Regional Office, Bangalore, Sub Regional Office, K.R.Puram Sub Regional Office, Bomassandra and Sub Regional Office, Mysore Road to explain the reasons for pendency of members' accounts.

a) Regional Office, Bangalore :

Shri K.Narayana, RPFC-I stated that while updating the members' accounts negative interest balances are reflected in Form-24 for the cases already settled long back. They have taken up the matter with Project Division and NDC for necessary guidance. They were asked to generate the accounts with negative interest balances and afterwards, once the details of individual cases are fed to the system the negative interest balances will be rectified. He expressed the difficulty in feeding the individual cases afterwards as the number of already settled cases are very huge. CPFC intervened and directed Shri B.Vinaya, Senior Technical Director and Shri Dinesh Dharani, Asst. Director(IS) to provide solution immediately so that the members' accounts are updated at the earliest. To the query of FA&CAO as to what assistance is required from Head Office, RPFC-I stated that no assistance is required from Head Office. CPFC directed RPFC-I to update the members' accounts pending upto 2008-09 positively by 15th July, 2011.

b) Sub Regional Office, K.R.Puram :

Shri N.Thothar, RPFC-II stated that while compiling members' accounts they are required to feed all the individual withdrawals. This consumes more time for updating members' accounts. He requested that provisions could be made in the software for uploading the individual withdrawals, as it will accelerate the updation of members' accounts. CPFC intervened and directed Shri B.Vinaya, Senior Technical Director and Shri Dinesh Dharani, Asst. Director(IS) to visit K.R.Puram immediately for sorting out the problem in so far as feeding of individual withdrawals is concerned. However, CPFC fixed the dead line for updation of members' accounts as 15th July, 2011.

c) Sub Regional Office, Bomassandra :

Shri B.Muthuselvan, RPFC-II stated that they faced the same problem like Regional Office, Bangalore. They will make use of the technical guidance provided to Office, Bangalore and update the members' accounts pending upto 2008-09 by 15th July, 2011. He also stated that no assistance is required from Head Office for the purpose.

A handwritten signature in blue ink, followed by the date '28/06/2011' written in blue ink.

d) Sub Regional Office, Mysore Road :

Shri Ravi Kumar, RPF-C-II assured that they will update the members' accounts pending upto 2008-09 by 15th July, 2011.

5. FA&CAO requested ACC (DL&UK) to explain the reasons for pendency of members' accounts in Regional Office, Delhi(North), Regional Office, Delhi(South) and Sub Regional Office, Laxminagar. ACC (DL&UK) stated that the Officers-In-Charge of Regional Office, Delhi(North), Regional Office, Delhi(South) and Sub Regional Office, Laxminagar to explain the reasons for pendency of members' accounts.

a) Regional Office, Delhi(North) :

Shri A.K.Gupta, RPF-C-I stated that the workload of Delhi (North) is the highest in terms of establishments. They have updated members' accounts upto 2008-09 in respect of all big establishments. Most of the establishments left have less number of accounts and the progress is thus not eye-catching. With the staff strength available it is not possible to update the pendency by 15th July, 2011. For updating the members' accounts pending upto 2008-09, they require sixty SSAs and ten Section Supervisors. FA&CAO informed that there are offices which have updated more accounts with less staff in comparison to Delhi(North) and thus no staff will be given to Delhi(North). He wished to know from RPF-C-I, Delhi(North) the time required to update the members' accounts if no staff is given. RPF-C-I, Delhi(North) stated that they may be given time upto 31st July, 2011 to update the members' accounts pending upto 2008-09. CPFC allowed time upto 31st July, 2011 as requested by RPF-C-I, Delhi(North).

b) Regional Office, Delhi(South) :

Shri Gautam Dixit, RPF-C-I assured CPFC that they will update the members' accounts pending upto 2008-09 by 15th July, 2011.

c) Sub Regional Office, Laxminagar :

Smt. Nidhi Singh, RPF-C-II stated that most of the establishments, where accounts are to be updated, have less numbers of members and thus updation consumes more time and is not speedy. Most of the establishments are unable to submit the returns in soft copies for uploading into the system. However, she assured CPFC that they will update the pending members' accounts upto 2008-09 by 15th July, 2011.

dit 28/06/11

6. FA&CAO then requested ACC(MH&CG) to explain the reasons for pendency of members' accounts upto 2008-09 and by what time they will update the pending accounts. ACC(MH&CG) stated that the problems which they were facing in Bandra have been sorted out with the help of NIC and Project Division/NDC and they will update the pending accounts at the earliest. He then asked the concerned officers to explain their individual problems.

a) Regional Office, Mumbai-I(Bandra) :

Shri P.K.Kulkarni, RPFC-I assured that they will update the members' accounts pending upto 2008-09 by 15th July, 2011.

b) Regional Office, Kandivilli :

Shri S.K.Thakur, RPFC-I stated that they are one of the top offices in the country which has updated large number of members' accounts pending upto 2008-09. He assured that by 1st July, 2011, they will clear the entire pendency of members' accounts upto 2008-09.

7. FA&CAO then requested ACC(JHK,NER&WB) to explain the reasons for pendency of members' accounts upto 2008-09. ACC(JHK,NER&WB) in turn asked the concerned offices to explain the reasons of their individual offices.

a) Regional Office, Kolkata :

Shri P.K.Mishra, RPFC-I stated that too much time is consumed to update the accounts in majority of establishments where pendency is for 10 to 12 years. They are not updating accounts by simply crediting interest where returns and payment position are in order. However, he assured that they will clear the pendency upto 2008-09 by 15th July, 2011. CPFC enquired as to why there is pendency of accounts in a small office like Port Blair. RPFC-I stated that manual feeding of approved Form-24 took time for updation and he assured that within 15th July, the pendency will be cleared.

b) Sub Regional Office, Jangipur :

Shri S.Bandopadhyay, RPFC-II stated that they are facing problem in Oracle Software. He also stated that they are having problems in RAM and Hard Disc. No support from technical people are available. CPFC intervened and directed NIC to look into the issue and sort out the problem. Shri B.Vinay, Senior Technical Director, NIC asked the

Officer-In-Charge to clear the temp files created every now and then to have more space in RAM and Hard Disc. He also suggested to install three Hard Discs to meet the space requirement. However, RPFC-II assured to clear the pendency of members' accounts for the period upto 2008-09 by 15th July,2011.

c) Sub Regional Office,Park Street :

Shri S.K.Gupta,RPFC-II stated that they are having problem in the legacy and they are not in a position to migrate the data from legacy to the new environment. He also stated that they are facing problem in calculation of interest in case of those establishments where accounts are pending for 1995-96.They do not find FOX-BASE software to rectify the problem in the legacy data. Shri B.Vinaya,Senior Technical Director, NIC informed that they had FOX-BASE Software in the Project Division and they can part with it.CPFC directed Officer-In-Charge concerned to take the software from the Project Division, sort out the problem and update the members' accounts by 15th July,2011.RPFC-II assured to clear the pendency of members' accounts upto 2008-09 by 15th July,2011.

8. FA&CAO appreciated the efforts made by the Regional Provident Fund Commissioners-In-Charge of Regional Office, Bhubaneswar, Regional Office, Hyderabad and Regional Office, Gurgaon in bringing down the pendency to less than one lac and advised to continue the same so as to clear the pendency upto 2008-09 by 15th July,2011.He requested the ACC(AP&OR) to monitor the progress of Regional Offices,Orissa and Hyderabad.

He also appreciated the efforts made by the ACCs of Zones and their team of Officers/officials to clear the entire pendency of accounts upto 2008-09.

9. While concluding the session, CPFC gave the following instructions :

- a) All the members' accounts pending for 2009-10 shall be cleared by 15th September,2011.
- b) All the members' accounts pending for 2010-11 shall be cleared by 31st December,2011.
- c) All the offices where pendency has become zero are advised to release press notes on the success in the local dailies.

aw
28/06/2011

CPFC congratulated FA&CAO and his team of Officers, NIC, Officers in Project Division/NDC and ACCs, Zones and their teams for the efforts made by them to achieve the progress in updation of member accounts.

The meeting ended with a vote of thanks to the chair.

28 JUN 2011

No: WSU/9(1)/2011/updation of accounts/ 13680

Date: 28.06.2011


(Rajesh Bansal)
Financial Advisor & Chief Accounts Officer

28/06/2011

1. All Additional CPFC (Zones)
2. Chief Vigilance Officer,
3. All Addl. Central P.F. Commissioners in Head Office,
4. PS to CPFC for information,
5. Web Administrator for posting the letter on EPFO's website,
6. DD (OL) for issuing Hindi version.