



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
(Ministry of Labour & Employment, Govt. Of India)
मुख्यालय / Head Office

भविष्य निधि भवन, 14 भीकाएजी कामा प्लेस, नई दिल्ली - 110066.
Bhavishya Nidhi Bhawan, 14-Bhikaiji Cama Place, New Delhi-110066
www.epfindia.gov.in www.epfindia.nic.in

No.: WSU/9(1)2011/Changes in MAP/45718

FOR WEB CIRCULATION ONLY

Date: 30.01.2012

To

**All Regional P.F. Commissioners
In-charge of the ROs/SROs**

Subject: Process for Speedy settlement of claims – Procedure thereof.

Sir,

In continuation to this office letter No. WSU/10(1)2011/changes in MAP/44489 dated 18.01.2012 [placed at Sl. No. 504 (Office Orders/Circulars) of EPFO website] whereby instructions were issued to print the ledger card at the DA level and forward the same to the next level for further processing.

2. In this regard, the matter has been further examined at Head Office and accordingly following instructions are issued to further speed up the process of settlement of claims:-

- i) Since the data is already stored in the system and the same can be retrieved for future requirements and audit trails, the printing of ledger card is hereby dispensed with.
- ii) Maintenance of manual withdrawal register is dispensed with. The data, if required, can be retrieved from the system.

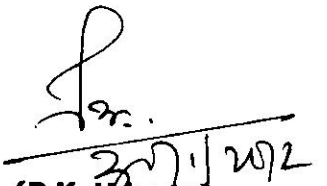
Yours faithfully,


(Rajesh Bansal)

Financial Advisor & Chief Accounts Officer

Copy to:

- 1) PS to CPFC
- 2) PS to Chief Vigilance Officer
- 3) All Addl. CPFC (Zones)
- 4) All ACC (Head Office)
- 5) ACC (IS)
- 6) Director, NATRSS
- 7) Director (Audit)/DD (Audit)/AD (Audit)/Zonal Audit Parties/ZTIs
- 8) RPFC (NDC) for uploading the same in the website of EPFO
- 9) DD (OL) for issuing Hindi version.


(P.K. Udgata)

Regional P.F. Commissioner-I (F&A)