



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.

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Date: 29-09-2011

To

All Regional P.F. Commissioners of ROs
Officers- in-charge of SROs,
Regional P.F. Commissioner (ASD), Head Office

Sub:- Declaration of Productivity Linked Bonus for the year 2010-2011.

Sir,

The Central Government under Section 5D(7) of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 has conveyed their concurrence for approval to the extension of the existing Productivity Linked Bonus Scheme 1998-2004 (Revised) for the year 2010-2011 vide their letter No. A-26022/1/94-S.S.I (Part) dated 29.09.2011.

2. Accordingly, the Central Provident Fund Commissioner has been pleased to approve the payment of the Productivity Linked Bonus, subject to verification of figures relating to workload and staff in position in each office by the Internal Audit during next audit of Regional Office to the eligible officials of your Region as per the Productivity Linked Bonus Scheme 1998-2004 **for the year 2010-2011 for 60(Sixty) days in all the offices of EPFO.** As per the past practice the payment of bonus is to be released well before Puja Festival to all Group 'C', 'D' and Group 'B' (Non-Gazetted) employees.

3. The terms and conditions governing payment of PLB will be as per the instructions issued by the Government of India for payment of the bonus to the employees in Central Government departments from time to time. However, the quantum of bonus may be assessed as per the following formula circulated vide Govt. of India, Ministry of Finance O.M. No. 14(1) E.Co-ord./2004 dated 30.9.2004.

$$= \frac{\text{AVERAGE EMOLUMENTS X NUMBER OF DAYS OF BONUS}}{30.4 \text{ (AVERAGE NUMBER OF DAYS IN A MONTH)}}$$

4. The Government of India, Ministry of Finance, Department of Expenditure has already revised and raised the calculation ceiling to Rs. 3,500/- per month vide OM No. 7(23)/E-III-A/2007 dated 10.10.2008. Hence, all Group C, D, and Group 'B' non-gazetted employees are eligible for bonus. The maximum amount will, however, be restricted to the amount admissible to those drawing emoluments of Rs.3,500/- per month. The bonus in respect of the employees drawing emoluments of more than Rs.3,500/- per month will be calculated as if the emoluments were Rs.3,500/- per month.

5. The term 'emoluments' occurring in these orders will include Basic Pay, Personal Pay, Special Pay, Deputation (Duty) Allowance and Dearness Allowance, but will not include other Allowances, such as HRA, CCA Special Compensatory (Remote locality) Allowance, Bad Climate Allowance, Children Education Allowance and Interim Relief etc.

6. The expenditure incurred for payment of bonus may please be debited in the budget head "Productivity Linked Bonus." Payment of Bonus may please be made at the earliest.

7. The number of employees category-wise who are paid bonus and the total amount disbursed in each category viz. Group 'B' Non-gazetted 'C', 'D' may please be intimated to this office by the Regional Office in respect of each office under their jurisdiction, in the following format for informing the Ministry of Labour & Employment and Ministry of Finance immediately: -

Sl. No.	Name of the Office	Category		Category		Category		Total amount of Bonus disbursed
		No. of employees in Group B (Non Gazetted)	Amount of bonus paid	No. of employees in Group C	Amount of bonus paid	No. of employees in Group C	Amount of bonus paid	
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(4) + (6) + (8) =

Yours faithfully,

WA *ATUM*
29/09/2011

(RAJESH BANSAL)

Financial Advisor & Chief Accounts Officer

Copy to:

1. The Secretary to the Government of India, Ministry of Labour & Employment, New Delhi w.r.t. their letter no. A-26022/1/94-SS.I (Part) dated 29.09.2011.
2. All Additional CPFCs of Zone and Head Office.
3. Director, NATRSS
4. Director (Audit), HQ
5. All Deputy Directors (Vig)
6. All Dy. Director (Audit)
7. All Internal Audit Officers.
8. All Zonal Training Institutes.
9. Secretary General, All India EPF Staff Federation. C/o Regional PF Commissioner, Chandigarh.
10. The Secretary General, All India EPF SC/ST Employees' Association, Head Office, New Delhi.
11. The RPF, NDC for placing copy of the circular in the Website of the Organisation.

P.K. UDGATA

29/9/2011
(P.K. UDGATA)

Regional P. F. Commissioner-I
(Finance & Accounts)