E-mail: zti.north@epfindia.gov.in
2297894

फोन/Phone 0129-

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डॉ. श्यामा प्रसाद मुखर्जी सामाजिक सुरक्षा प्रशासन संस्थान,
Dr. Syama Prasad Mookerjee Institute of Social Security Administration,
आंचलिक प्रशिक्षण संस्थान, उत्तरी अंचल
Zonal Training Institute, North Zone
कर्मचारी भविष्य निधि संगठन,
Employees' Provident Fund Organisation
श्रम एवं रोजगार मंत्रालय, भारत सरकार
(Ministry of Labour & Employment, Govt. of India)
सैक्टर 16ए, फरीदाबाद, हरियाणा..121002
Sector 16A, Faridabad (Haryana)-121002

क्रमांकः आ.प्र.सं/विशेष कार्यशाला/2017-18/1641 Dated: 09-10-2017

सेवा में

क्षे.भ.नि.आयुक्त-I / कार्यालय प्रभारी
क्षे.का. - दिल्ली (उ.) / दिल्ली (द.) / दिल्ली (पू.) / मेरठ / नोएडा / आगरा / कानपुर / इलाहाबाद / बनारस / लखनऊ / बरेली / गोरखपुर / गुरुग्राम / फरीदाबाद / करनाल / रोहतक / चड़ीगढ़ / भटिंडा / लुधियाना / जालंधर / अमृतसर / देहरादून / हल्द्वानी / शिमला

विषय: कर्मचारी भविष्य निधि एवं विविध उपबंध अधिनियम, 1952 के अन्तर्गत अछूट प्राप्त स्थापनाओं के नियोक्ता/क.भ.नि.सदस्यों के लिए कर्मचारी भविष्य निधि एवं विविध उपबंध अधिनियम एवं उनके अंतर्गत आने वाली योजना के प्रावधानों पर दो दिवसीय कार्यशाला का आयोजन।

महोदय,

कर्मचारी भविष्य निधि एवं विविध उपबंध अधिनियम, 1952 और उनके अधीन निर्मित योजनाओं के प्रावधानों से अछूट प्राप्त संस्थानों से जुड़े नियोक्ताओं/क.भ.नि.सदस्यों को प्रबुद्ध करने और उनकी जिज्ञाषाओं को संतुष्ट करने के उदेश्य से आंचलिक प्रशिक्षण संस्थान (उत्तरी अंचल), फरीदाबाद **दिनांक 03-04 नवम्बर, 2017** को विशेष कार्यशाला आयोजित कर रहा हैं।

2. उपर्युक्त योजनाओं के अंतर्गत हाल के दिनों में संगठन की कार्यप्रणाली में आए नए बदलावों तथा स्कीमों के अंतर्गत विभिन्न प्रकार के लाभों की गणनाओं का प्रयोगात्मक ज्ञान, ठेकेदारी, अंतर्राष्ट्रीय कामगारों तथा प्रधानमंत्री रोजगार प्रोत्साहन योजना से संबंधित प्रावधानों पर विशेष जोर दिया जाएगा | आपसे अनुरोध है कि आप अपने क्षेत्र से कम से कम **5** नियोक्ताओं को भाग लेने हेतु प्रेरित करें |

3. नियोक्ताओं को ई-मेल के द्वारा सूचित करने हेतु एक नमूना पत्र अनुलग्नक-ए के रुप में इस पत्र के साथ संलग्न हैं। इसकी सॉफ्ट प्रति आपके कार्यालय मेल पर भी अलग से प्रेषित की जा रही है |

4. कार्यक्रम के विवरण सहित लधुपत्र भी पर्याप्त संख्या में संलग्न किए जा रहे हैं। आपसे निवेदन हैं कि आप अपने क्षेत्र के गैर-छूट प्राप्त स्थापनाओं के नियोक्ता/क.भ.नि.सदस्यों को प्रतिभागिता के लिए प्रोत्साहित करने के लिए इनका भी प्रयोग करें ताकि अधिनियम एवं योजनाओं से परिचित होने के लिए अधिकतम नियोक्ता/कर्मचारियों की प्रतिभागिता हो |

5. प्रत्येक नामांकन के साथ रुपये 4000/-, उन प्रतिभागियों के लिए जो यहाँ ठहरने की व्यवस्था का लाभ प्राप्त करना चाहते है एवं रु.3000/-, जो उक्त सेवा का लाभ नहीं लेना चाहते हैं, का डिमांडड्राफ्ट **25** अक्टूबर, **2017** के पूर्व प्रेषित करायें ताकि कार्यशाला को सुचारु रुप से चलाने के लिए जरुरी व्यवस्था की जा सके। भुगतान **NEFT** के द्वारा भी संस्थान के खाता संख्या **35134710838** एवं **IFSC** कोड **SBIN0004097** में किया जा सकता है

6. आपसे निवेदन है कि कृपया व्यक्तिगत रुचि लेकर अपने क्षेत्र के अंतर्गत आने वाली गैर-छूट प्राप्त संस्थानों की अधिकतम प्रतिभागिता को सुनिश्चित करायें।

भवदीया,

सलंग्नः उपरोक्तानुसार

(ग़ज़ाला अली खान)
क्षेत्रीय भविष्य निधि आयुक्त-I / प्रभारी अधिकारी

Annexure-'A'

E-mail: zti.north@epfindia.gov.in

फोन/Phone 0129.2297894
फैक्स/ Fax 0129.2297898

डॉ. श्यामा प्रसाद मुखर्जी सामाजिक सुरक्षा प्रशासन संस्थान,
Dr. Syama Prasad Mookerjee Institute of Social Security Administration,
आंचलिक प्रशिक्षण संस्थान, उत्तरी अंचल
Zonal Training Institute, North Zone
कर्मचारी भविष्य निधि संगठन,
Employees' Provident Fund Organisation
श्रम एवं रोजगार मंत्रालय, भारत सरकार
(Ministry of Labour & Employment, Govt. of India)
सैक्टर 16ए, फरीदाबाद, हरियाणा 121002
Sector 16A, Faridabad (Haryana)-121002

Dear Employer(s),

Dr. Shyama Prasad Mookerjee Institute of Social Security Administration, Zonal Training Institute, Employees Provident Fund Organization, North Zone, Faridabad is a unit of Pandit Dindayal Upadhyay National Academy of Social Security, New Delhi.

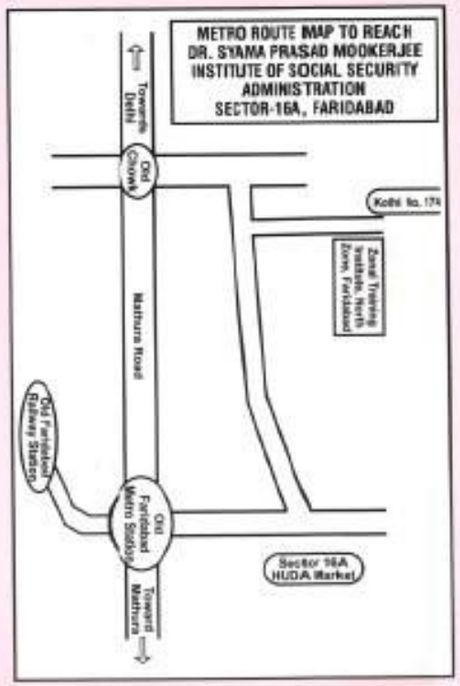
Our mission is to provide training programme for the stakeholders of the organization to make them effective, sound and efficient.

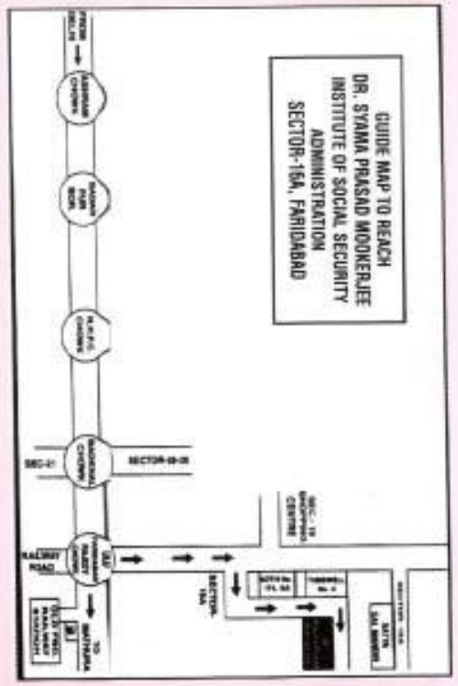
Employees' Provident Fund & Misc. Provisions Act, 1952 and three schemes framed there under are beneficial piece of social welfare legislation aimed at promoting and securing the well-being of the workers/employees engaged in factories and other establishments with active participation of their employers. In order to confer the benefits of the social security schemes to such workers to the maximum extent within the parameters of law, it is very necessary that a programme should be organized to impart training to the employers to acquaint them with the various provisions of the Act and schemes and to keep them updated of latest amendments in the Act and changes in working procedure of EPFO. Achieving the objective of the Act depends upon awareness of the employers who make compliance under the Act by contributing towards Provident Fund and keeping the Commissioner informed of it by filing on-line returns so that the contributions could be credited to the account of the subscribers. Further, the training programme will focus on practical exercises on calculation of various benefits payable in the three schemes viz. Employees' Provident Fund Scheme, 1952, Employees Pension Scheme, 1995 and Employees Deposit Linked Insurance Scheme, 1976 and on submission of digital data in electronic forms for Universal Account Number, Pradhan Mantri Rojgar Protsahan Yojana etc.

With this object, we are conducting a workshop for two days i.e. on 03th & 04th November, 2017 for the employers/employees of un-exempted establishments situated in Delhi, Haryana, Punjab, Himachal Pradesh, Uttar Pradesh and Uttrakhand.

It is, therefore, requested to make it convenient to ensure maximum participation in this workshop for enhancing your smile in easy and better compliance of EPF & MP Act, 1952. For more details, interested employers/employees may contact their respective Regional/Sub-Regional Office or contact at Phone number-0129-2297894 or login to our official website for participating in this workshop.

[Ghazala Ali khan]
Regional P. F. Commissioner-I / OIC





NOMINATIONS

Nomination in the enclosed proforma along with a Demand Draft of Rs. 4000/- (Those wishes to avail lodging facility) or Rs. 3000/- (without lodging facility) drawn in favour of RPFC, SPMISSA payable at Faridabad, be sent to Zonal Training Institute, (North Zone) at the following address :

Dr. Syama Prasad Mookerjee Institute of Social Security Administration,
Sector-16A, Faridabad
(In Front of Kothi No. 174, Sector -16A)
(Adjacent to Daultabad Village),
Faridabad - 121002

For further information on the workshop please contact workshop Co-ordinator

Regional Provident Fund Commissioner (II)
ZTI (NZ)

at Telephone No. : 0129-2297894
0129-2226123

In case of any emergency please contact

Regional Provident Fund Commissioner (OIC)
of Institute Telephone No. : 0129-2297894
0129-2226123

ABOUT ZONAL TRAINING INSTITUTE (NORTH ZONE)

The Zonal Training Institute, North Zone, Faridabad-now known as Dr. Syama Prasad Mookerjee Institute of Social Security Administration (SPMISSA), was set up in the year 1993 under the administrative control of Pandit Dindayal Upadhyay National Academy for Social Security (PDUNASS), New Delhi to meet the challenges of Human Resource Development in Employees' Provident Fund Organisation (EPFO), Ministry of Labour & Employment, Govt of India. The Institute is primarily meant for imparting training to the EPFO Staff in North Zone covering, Head Office (Delhi), Delhi, Haryana, Himachal Pardesh, Punjab, Uttar Pradesh & Uttaranchal.

Employees' Provident Fund Organisation is the world's largest publicly managed Social Security Organisation administring Provident Fund & Providing pension benefit to the person employed in the Public and Private Sector in India except State of Jammu & Kashmir. It operates three Scheme viz employees' Provident Fund Scheme, 1952, Employees' Pension Scheme, 1995 (replacing Employees' Family Pension Scheme, 1971) and Employees' Deposit - Linked Insurance Scheme, 1976

The Zonal Training Institute, North Zone, Faridabad under direction and device of the PDUNASS has undertaken the task of apprising, in stages the members, employees and employers, of the establishment covered under the Employees' Provident Fund Act & the Scheme farmed thereunder with a view to ensure effective implementation of the Scheme for extending benefits and social security to the working classes through Seminars, Workshops at lowest possible cost.

The Zonal Training Institute North Zone (SPMISSA) Faridabad is housed in its own complex since 10th June '02 and is having sufficient expertise, space and infrastructure for arranging one or more training courses simultaneously for the Employers of covered establishment / EPF Member or the members of Board of Trustee of Exempted Establishment in the above Regions. The institute has organised numerous workshop and seminars every calender year since 2003-04, There has been unprecedented response to all workshop and seminars organised for the benefit of employers as well as employees of establishments covered under EPF & MP Act, 1952.

Workshop on EPF & MP Act for Covered Un-Exempted Establishments

DR. SYAMA PRASAD MOOKERJEE INSTITUTE OF SOCIAL SECURITY ADMINISTRATION (SPMISSA)

EMPLOYEES' PROVIDENT FUND ORGANISATION
Ministry of Labour & Employment, Govt. of India
Zonal Training Institute (North Zone)

Sector-16A, Faridabad
(In Front of Kothi No. 174, Sector -16A)
(Adjacent to Daultabad Village),
Faridabad - 121002
Telephone No. : 0129-2297894
Fax 0129-2297898

RATIONALE

The concept of Social security is acquiring wider dimensions with the growth of Industry vis-a-vis increasing needs for human existence. While the Employees' Provident Fund Scheme framed in 1952 under the EPF & MA Act had been a major legislation enacted to ensure better Social Security, for the organized working class, the Employees' Pension Scheme, 1995 is another milestone in accomplishing the objectives set fourth in the Constitutions of India. There is yet another Scheme called Employees' Deposit Linked Insurance Scheme that was framed in 1976 to provide some consolidated monetary consolation to family in case of death of an employee. By administering these schemes, the Employees' Provident Fund Organisation is striving hard to excel in delivery of social security benefits.

Nevertheless, the administration of social Security legislations like provident Fund and Pension would be difficult if the personnel at the helm of affairs of covered establishment are not away of requirements of beneficial legislations like EPF & MP Act.

It is Observed that many executives/ employees dealing with provident Fund in their establishments are not Social Security Professionals. Now it is necessary for them to excel in this particular field, keeping in view the volume and variety of work they are required to handle in their respective organisation. In other words, managing of social security is a negligible part of the overall functions of personnel Executive of an establishment. But having far reaching effects on the existence of an establishment, there is an urgent need to familiarize the Employers / Members of the Fund with Social Security legislations specially the Employees' Provident Funds and Pension Scheme.

Realizing the importance of increasing trend of professionalism in implementation of the Act, Dr. Syama Prasad Mookerhee Institute of Social Security Administration (SPMISSA), Zonal Training Institute (NZ) has decided to organize a special Two -Day workshop for the Employers / EPF Members of covered establishment at its own complex at Faridabad

OBJECTIVES

- ★ To familiarize the Employers / EPF Members about the objectives and requirement of the Employees' Provident Fund Organisation.
- ★ To provide the requisite professional knowledge & skill with regard to provisions of the EPF & MP Act, 1952 & Schemes framed thereunder.
- ★ To explain the provisions of the Act & Schemes, directives and instructions applicable to the covered establishments.
- ★ To apprise the employers of their duties and responsibilities for proper implementation of Employees' Provident Fund and Miscellaneous Provisions Act 1952.
- ★ To develop the participants expertise on calculation of PF, EDLI & Pension benefits and filling of prescribed returns forms.

COURSE CONTENTS

- ★ Provisions of EPF & MA Act 1952 with amendments.
- ★ Provisions & Benefits under EPF Scheme, 1952 & EDLI Scheme 1976.
- ★ Employees' Pension Scheme, 95-Provisions & Benefits.
- ★ Implications & impact of Judicial Ruling of the Hon'ble. Supreme Court of India on various points of dispute on Employees Pension Scheme.
- ★ Submission of Monthly, Annual and other Statutory Returns etc. by employers.
- ★ Quasi-Judicial & Penal Provisions.
- ★ Practical Exercises on
  - Filling up statutory returns forms:
  - PF & EDLI Benefits & withdrawals.
  - Pension Benefits under various option / situations.
- ★ Self Pension Calculation (Practical Exercises)
- ★ Clarifications - Feedback.

METHODOLOGY

The workshop will be conducted through lectures, panel discussions and case studies in interactive and participative sessions.

FACULTY

Apart from own faculty of the institute, experienced professionals form outside will be invited to share their practical experience with the participants.

PARTICIPATION LEVEL

Managers/Sr. Executives and employers or EPF member of covered unexempted establishments under the EPF & Misc. Provisions Act, 1952.

VENUE

DR. SYAMA PRASAD MOOKERJEE INSTITUTE OF SOCIAL SECURITY ADMINISTRATION,

Sector-16A, Faridabad
(In Front of Kothi No. 174, Sector -16A)
(Adjacent to Daultabad Village),
Faridabad - 121002 (Haryana)

DURATION

Two Days : 03-04 Nov. 2017
The Programme shall commence at 9:30 A.M. and close at 5:30 P.M. each day
Registration at : 8:30 A.M. on 03. Nov. 17

FEE AND MODE OF PAYMENT

The Course fee is Rs. 4000/- for the participant who avails the lodging facility and Rs. 3000/- for rest of participants, covering free tea, snacks, working lunch, dinner, breakfast, course materials etc. and free lodging on twin sharing basis in the well maintained hostel of ZTI-NZ.

Bank Draft / Local Cheque for the course fee drawn in favour of 'RPFC, SPMISSA, Faridabad' may be sent direct at above address

AWARDS

Participants will be awarded certificates of participation in the workshop.

Employees' Provident Fund Organisation
Ministry of Labour & Employment, Govt. of India
DR. SYAMA PRASAD MOOKERJEE INSTITUTE OF SOCIAL SECURITY ADMINISTRATION, (SPMISSA)
(A Unit of Pandit Dindayal Upadhyay National Academy for Social Security)
FARIDABAD - 121002

NOMINATION FORM

Training Programme on EPF & MP Act

Venue	: Dr. Syama Prasad Mookerjee Institute of Social Security Administration Faridabad
Date	: 03-04 Nov. 2017
Time	: 9.30 A.M. to 5.30 P.M.
Name (In Block Letters)	: .....
Age	: .....
Sex (Male & Female)	: .....
Name & Address of the	: .....
Organisation with Tel/	: .....
Fax No.	: .....
E-mail	: .....
Designation	: .....
Experience (No. of the years)	: .....
Education & Professional	: .....
Qualification	: .....
Address for correspondence	: .....
with Tel. No. & Fax No. (O)	: .....
(R)	: .....
E-mail	: .....
D.D. / Local Cheque No.	: .....
Signature of Participant	: .....
Signature of the Sponsoring	: .....
Authority Certifying the	: .....
above data	: .....

Registration will start at 8.30 A.M.
Please return this Nomination Form alongwith
DD / Local Cheque or Cash or Rs. 4000/- or Rs. 3000/- to
The Regional Provident Form Commissioner
Dr. Syama Prasad Mookerjee Institute of Social Security Administration
(SPMISSA)
Sector-16A, Faridabad
(In Front of Kothi No. 174, Sector -16A)
(Adjacent to Daultabad Village), Faridabad - 121002