

(IS Division) Employees' Provident Fund Organisation Ministry of Labour Govt. Of India

Instruction Manual for ECR Reject (New)



DOCUMENT UPDATE HISTORY

S. No	Date of Submission / Change	Description	Document Version No.	TEAM
1.	12-10-2017	Draft version for review	1.0	Smt. Shanthi Sivaram, DD(IS), NDC Sh. Vikram Dattatri, AD(IS), NDC Sh. Sanjay Kunjam, AD(IS), NDC Sh. Arun Kumar, AD(IS), NDC Sh. NHVN CHANDRA SEKAAR, AD(IS) NDC Sh. Prince, DPA



ECR Reject (New)

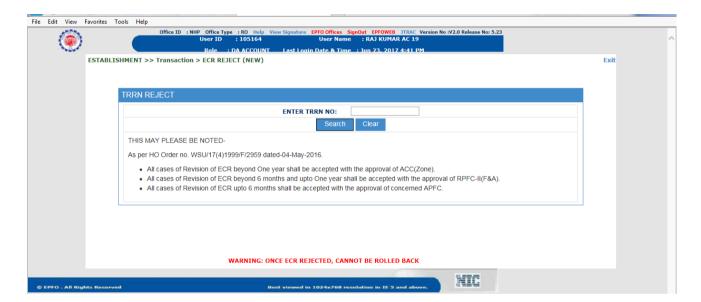
- TRRN Reject (New) function will work for following conditions
 - o TRRN of Pre-Unified Period
 - TRRN of Pre-Unified Period (Having Contribution of Back Period)
 - o TRRN of Unified Period
 - o TRRN of Unified Period (Having Contribution of Back Period)

PROCESS FLOW

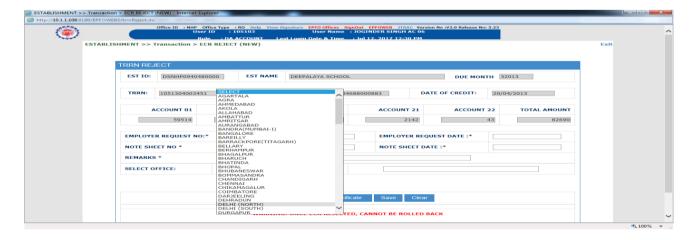
Role - DA Account

Function - ECR REJECT (NEW)

• Give the TRRN to be rejected

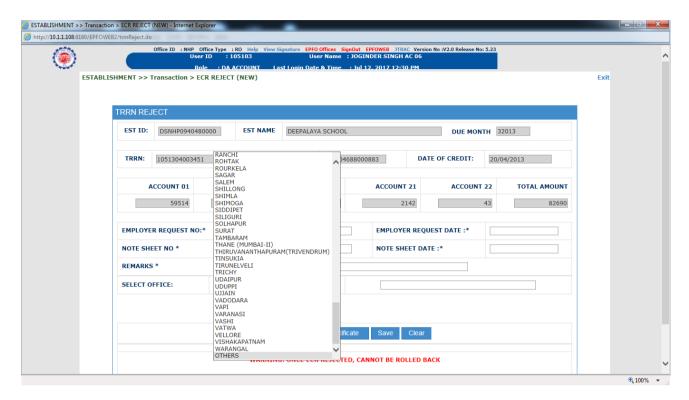


- Field office can reject TRRN -
 - 1. When F.O decides to reject the TRRN, Office can be selected from the drop down list.

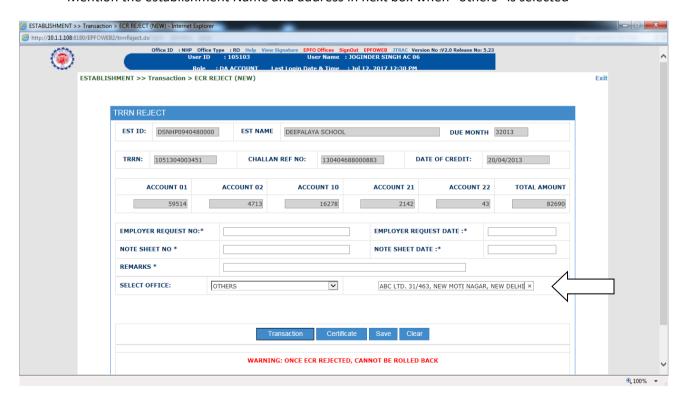




2. When F.O wants to refund the amount to employer, the "Other" option can be selected from the drop down.

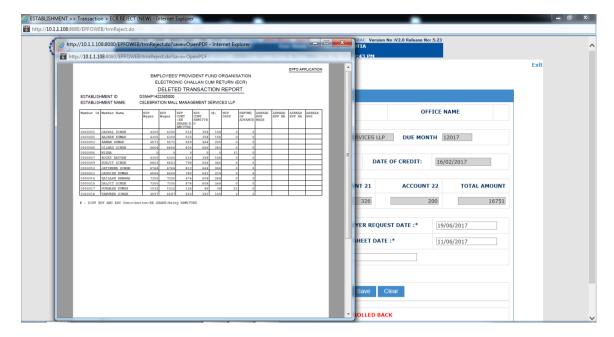


Mention the establishment Name and address in next box when "others" is selected

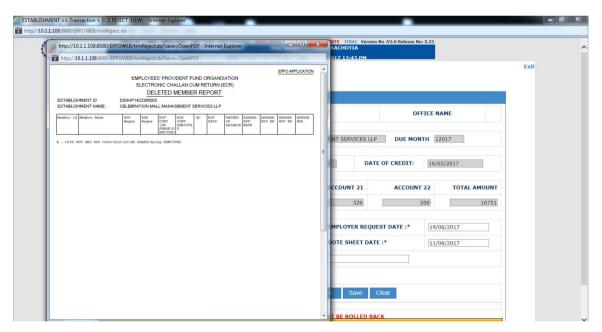




• Transaction Report will give the record list

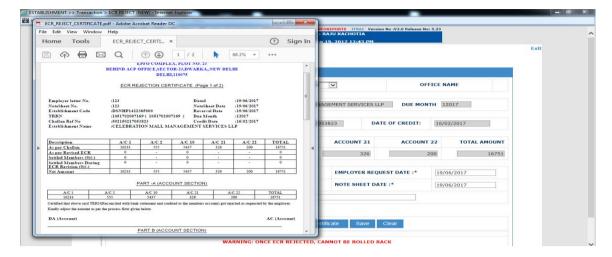


• Member Report will give new members list





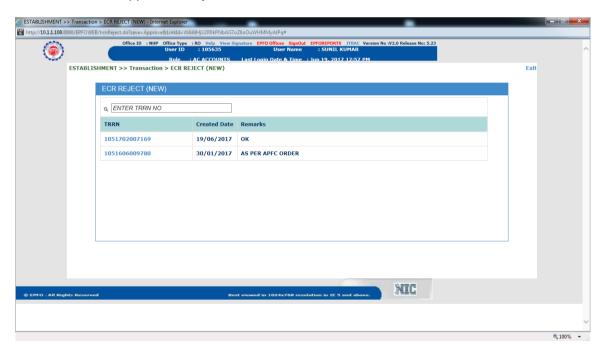
• Certificate Button will generate the Rejection Certificate with all details



Role - AC Accounts

Function - ECR REJECT (NEW)

APFC can approve or reject the records available in his task



Note: - The option to adjust the amount against new generated TRRN using EST-VDR facility will be provided in FO interface in near future.