



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
श्रम एवं रोजगार मंत्रालय, भारत सरकार

Ministry of Labour and Employment, Government of India
मुख्य कार्यालय/Head Office

भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली - ११००६६
Bhavishya Nidhi Bhawan, 14, Bhikaji Cama Place, New Delhi - 110066



No. Conf.3(2)2023/107thEC

Date:

To

2830

27 JUL 2023

All Members,
Executive Committee (EC), CBT.

Subject: Draft minutes of 107th meeting of the Executive Committee (EC), CBT (EPF) held on 27.06.2023 in New Delhi - reg.

Madam/Sir,

I am directed to forward herewith the draft minutes of 107th meeting of the Executive Committee (EC), CBT (EPF) held on 27.06.2023 in New Delhi, duly approved by the Chairperson, EC with the request to forward your comments within 10 days, if any, on the draft minutes to rc.conf@epfindia.gov.in.

Yours faithfully,

(Ajay K Mehra)

Addl. Central PF Commissioner (Conference)

Copy to:

1. PS to Hon'ble Minister (Labour & Employment) for information.
2. Addl. PS to MoS (Labour & Employment) for information.
3. PPS to Secretary (Labour & Employment) for information.
4. PS to Central Provident Fund Commissioner, Head Office, New Delhi.
5. All Divisional Heads, Head Office and Director (PDNASS).
6. Under Secretary (SS-II), Ministry of Labour & Employment, New Delhi.
7. e-Office for circulation via Notice Board.
8. Guard File.

(Ajay K Mehra)

Addl. Central PF Commissioner (Conference)

MINUTES OF 107th MEETING OF THE EXECUTIVE COMMITTEE, CBT (EPF) HELD ON 27th JUNE, 2023 AT 11.00 AM

The 107th Meeting of the Executive Committee, CBT (EPF) was held in hybrid mode and was chaired by Ms. Arti Ahuja, Secretary(L&E) to the Government of India, Ministry of Labour and Employment, New Delhi & Chairperson, EC. List of attending members is at **Annexure-A**. Sh. Govind Lele, Employers' Representative could not attend the meeting and was granted leave of absence from attending the meeting. The 106th meeting of EC was held on 15.06.2023 and the present meeting was in continuation of that.

2. CPFC welcomed Chairperson/Secretary(L&E) and the members to the 107th Meeting of the Executive Committee.
3. With the permission of the Chairperson, the CPFC took up the Agenda Items for discussion.

Item No. 5: Standard space norms for EPFO District Offices.

4. The agenda was introduced by the Chief Engineer who informed that earlier the space norms for District Offices were approved on 16.02.2018. The current proposal is for revised space norms taking into account the enhanced role and importance of District Offices. He further informed that revised space norms are based on the Scales of Accommodation approved in the 55th Executive Committee meeting and the SIU norms issued by Directorate of Estate, Ministry of Housing and Urban Affairs in 2017.

5. The Chairperson, EC inquired about the total number of District Offices and how many of them were operating from rented premises. It was informed that there are 113 operational District Offices and all are operating from rented premises, as there is no provision of EPFO's own building as yet for them.

6. On the Chairperson's observation on inclusion of cost of shifting in projected rent in the proposal, it was informed that projected cost in the proposal took into account the revised norms and an increase of 15% on the existing rental cost, as per the existing norms of rent enhancement. It

was also stated that the cost of shifting had not been considered in the proposal as that would be a one time administrative cost.

7. The Chairperson, EC further inquired if any prioritization plan for shifting the DOs under the revised norms was in place. It was informed that 27 large DOs that could be considered for upgradation had been included in the Physical Infrastructure Perspective Plan, that had already been approved by the Central Board, that included purchase of land and construction of building for these offices. In respect of the remaining DOs the shifting to larger premises under the revised norms would take place over a period of time.

8. Sh. Harbhajan Singh Sidhu said that no information on subscriber base for the DOs was included in the proposal justifying the space requirements of the DOs. Number of subscribers is required as several claims are being settled online. He further inquired if the locations for shifting to new buildings had been shortlisted and pointed out poor condition and inadequate infrastructure of many buildings. He suggested to construct those offices where land is available. He said that not all DOS would require waiting area. He also said that provisions for scooter parking in particular should be provided and responsibility of maintenance of the rented buildings should be brought out clearly in MoU.

9. Sh. Sunkari Malleshram agreed with the suggestions of Sh. Harbhajan Singh Sidhu and suggested a mapping of pensioners and subscribers be done district wise. He further suggested that renting out BSNL buildings may be explored as a lot of them were lying vacant. He also pointed out that DOs could start settling claims and perform other accounts work only when IT support is available.

10. Sh. Arun Chawla suggested that proposal should include futuristic need assessment so that the available space does not outlive the needs in the near future.

11. Sh. Sougata Roy Choudhary also reiterated the need for a systemic assessment and analysis of space requirements on a 5-10 year projection based on subscriber growth and attendant staff requirement for the office.

12. Sh.Dilip Bhattacharya said that most DOs were in a bad condition and urgent improvement in the infrastructure is needed.

13. It was submitted before the Committee that the revised norms proposed were for a standard size district office with unitized space provision for each category of official and spaces like reception area, conference room, etc. The norms provided that if the number of staff or subscribers increase then there would be proportionate increase in the space. It was also informed that that once the standard norms are approved only then will the scouting for locations start. It was further stated that a status note on office infrastructure including rental would be informed to the EC once every year. The norms made are as per CPWD/SIU yardsticks were followed and a futuristic approach has been taken while preparing these norms. It was stated that claim settlement in DOs can only start once the adequate space was available for the District Offices.

14. After discussions, the Chairperson, EC directed the following:

- (i) The variable and fixed space norms would be clearly defined.
- (ii) Prioritization of the DOs on the basis of current and projected subscriber base for shifting under the revised norms will be followed.
- (iii) No private building be hired for DOs. Only Govt., PSUs, like BSNL, Urban / Local Bodies, State Industrial/Infrastructure Development Corp. etc. buildings only should be taken on rent.
- (iv) A SOP on how to finalise premises for shifting would be prepared and factors like in approach road and connectivity for the ease of subscribers would be included. Also incorporate the evaluation of manpower availability and software support in SOP.
- (v) A standard rent agreement including all aspects shall be prepared that should also include provisions for increase of rent at specified periods. Also a certificate of no conflict of interest should be obtained from Officers/Employees.

- (vi) Responsibility of maintenance of rented building to be clearly laid out and to be included in the rent estimate.

15. With these directions the agenda was approved.

Item No. 7: EPF staff quarters, Regional Office, Coimbatore – Awarding of enhanced compensation for acquisition of land.

16. Chief Engineer explained that the land was purchased in 1992 and quarters were constructed in 1997. He further informed that the original owners of the land had moved to court for enhanced compensation. The lower court had awarded approximately Rs 6 crore, which was challenged before the Hon'ble High Court. The court gave a judgement by reducing the compensation to nearly Rs 4 crores. The revised amount stands as on 31st March 2023 and the final payable amount will be with the additional interest up to date.

17. The Chairperson, EC inquired why there was a delay of 7 months after the judgement in bringing the issue to EC. It was informed that the letter of demand by the revenue Divisional Officer was received in April 2023 only.

18. Sh.Harbhajan Singh Sidhu inquired why EPFO was supposed to pay if acquisition was done by the State Government. It was informed that in such cases power to acquire land is only with the State Government and any enhanced compensation is to be borne by EPFO only.

19. With the above discussion the agenda item was approved.

Item No. 8: Strengthening of EPFO Headquarters by re-appropriation of sanctioned posts from EPFAT to EPFO HQ.

20. It was informed that EPFAT was created in 1988 and based on the requirement EPFO employees were sent on deputation to EPFAT. In 2017 CBT took a decision to regularise the deployment of staff to EPFAT.

21. The Chairperson, EC inquired if EPFAT employees were a separate cadre and the work that they were doing at present. It was informed that they were EPFO employees only and not a separate cadre and all of them were repatriated to their original place of posting.

22. The Chairperson, EC observed that financial implication was involved as there was a proposal for upgradation of some posts. Further, while redeployment of staff is not an issue the financial aspect needs to be looked into in detail and it may have to be sent to Department of Expenditure. JS(SS), MoLE observed that these posts were part of the cadre restructuring proposal of EPFO which was approved by MoLE with concurrence of Department of Expenditure. Hence, proposal to change usage of these posts can be done after concurrence of Department of Expenditure especially since the proposal contains upgradation of a post.

23. It was submitted that the current proposal was akin to the proposal of creation of post in Jammu and Kashmir and may not be needed for sending to the Department of Expenditure.

24. Sh. Harbhajan Singh Sidhu pointed out that the officials transferred to Kashmir for one year were still posted there after a lapse of 2 years. He further said that 83 state government employees had opted for merger to EPFO but their request was still pending. The Chairperson, EC directed transfer of the officials need to be looked into and a DO letter be sent from her to the Chief Secretary(L&E) of Jammu and Kashmir to resolve the issue.

25. Sh. Sunkari Malleshram stated that he supported the proposal and that more manpower was urgently needed in EPFO and all measures to strengthen the position should be explored. Sh. Dilip Bhattacharya also supported the proposal keeping in view the needs and the inadequacy of staff in EPFO.

26. The Chairperson, pointed out that in the proposal different terminologies are used. The HR Committee proceedings given at page 109 had approved redeployment of staff whereas the heading of item 8 talked of re-appropriation of sanctioned posts. In the same agenda note, Para 2(iii) the proposal is for redeployment of posts. The Chairperson pointed out that re-appropriation of posts, redeployment of post and

redeployment of staff are all proposed in agenda as if they are interchangeable.

27. It was decided that a clear proposal in this regards would be given by EPFO and the Chairperson would take a separate meeting of the same. With the above observations agenda item was deferred.

Item No. 9: Status note on acute shortage of Technical Cadres in Information Services Division of EPFO & Challenges therein.

28. The agenda item was introduced and it was informed that the IS cadre had a sanctioned strength of 419 but only 10% were in place. It was stated that the current proposal was only a status note that sought as guidance from the Executive Committee on proceeding further for filling up the posts.

29. The Chairperson, EC inquired if the current proposal was for relaxation of Recruitment Rules. It was stated that relaxation was sought to the extent of filling up posts on deputation against the promotion quota posts as it was not possible to fill up the posts on promotion as per the present criteria. It was also proposed to change the criteria for deputation to include autonomous PSU also apart from Central and State Government personnel.

30. Joint Secretary(SS) pointed out that the proposal involved elements of relaxation in service conditions and for any relaxation the DOPT norms need to be followed. Sh. Sunkari Mallesham suggested that the existing cadre of DPAs should be considered for elevation given that they have served the organization of 20-30 years and have handled the IT systems for all these years.

31. The Chairperson, EC pointed out that normally posts meant for promotion cannot be filled by deputation and any proposal for relaxation in recruitment rules needs to be examined in greater detail. The Chairperson directed that EPFO should come with a clear proposal on what relaxation was needed with complete supporting papers. The Chairperson also directed that a meeting to be held under her Chairmanship where this issue alongwith EPFAT issue shall be discussed.

32. With the above directions the agenda was deferred.

Item No.10: Status of promotions, MACP/NFU and compassionate appointments given to Group 'B' and 'C' officials and posts filled through Direct Recruitment in Group 'B' and 'C'.

33. Sh. Sunkari Mallesham pointed out that MACP was not given to many eligible employees in the SSA cadre. CPFC pointed out that DOPT had already clarified that two benefits cannot be given at once and that EPFO is in the process of bringing a consolidated scheme for financial up-gradation. Chairperson directed to have a separate meeting on MACP in all posts where Sh. Sunkari Mallesham shall present detailed inputs.

34. With the above discussion the EC took note of the information placed before it.

Item No.14: Renewal of contract of C-DAC for maintenance of Unified Portal (UAN2.0 with multi banking facility) & incorporating additional application developments taken up on an urgent operational need basis.

35. Addl. CPFC(Information Services) introduced the agenda stating that the matter has been considered by the IT Sub-Committee and sought the approval of the Executive Committee.

36. The Chairperson, EC pointed out that the contract period was already over and this appears to be a notional approval only. She further inquired why there was a delay in putting up the proposal after the previous contract had already elapsed. It was informed that the reason for delay was that the amount quoted by CDAC was high and negotiations were carried out to bring down the rates.

37. JS & FA, MoLE pointed out that there appears to be an increase in the rates for the previous (initial) contract period which should not have been there, that required to be looked into. Further, she stated that the 15% yearly increase seem to be very high as NICSI gives 9% year to year which should be ascertained from NICSI. It was informed that the point regarding the increase in the rates during the initial contract period would be examined and rectified and regarding the rates of increase it was stated that domain experts from MeitY and

NICSI were members of the IT subcommittee, which has already approved the increase of 15%.

38. Sh. Dilip Bhattacharya remarked that the EPFO servers are slow and an urgent resolution to the problem is required and an audit should be done for server performance.

39. The Chairperson, EC inquired whether IFD had concurred with the proposal of renewal of services by one year.

40. The agenda was approved for renewal of contract till 15.10.2023 with the observations mentioned above and a caveat that written concurrence of IFD must be taken regarding one year contract renewal.

Item No.16(i): Action Taken Statement in respect of decisions taken in the EC meetings held upto 31st October, 2022 (104th EC meeting); and

Item No.16(ii): Action Taken Statement in respect of decisions taken in the 105th EC meeting held on 10th March, 2023.

41. Taking up the discussions on the Action Taken statement, Sh. Harbhajan Singh Sidhu raised the issue of non-compliance by establishments in Delhi. He said that they were nine lakh establishments in Delhi but only 35,000 were covered. It was informed that this issue had also been raised in the last meeting of the CBT and the representative of Government of Delhi had informed that the database being referred was based on self-certified information given by the establishments that was not verified. He had also stated that the State Government was looking into this aspect and was evolving a system based inspection policy to address the issue. It was also suggested that the matter should be discussed in the Regional Committee meeting of Delhi State, keeping in view of the remarks given by State Labour Commissioner in last CBT meeting. Sh. Harbhajan Singh Sidhu was also requested to provide specific data or a sample list of such non-complying establishments for pointed action to be taken by EPFO.

42. Sh. Dilip Bhattacharya pointed out that the pension of Rs.1000 per month was very low and that the government had promised to increase the minimum pension to Rs. 3000 per month. It was pointed out

that the proposal for increase of minimum pension was sent to Ministry of Finance and they had not agreed to the proposal.

43. Sh. Dilip Bhattacharya also stated that more surprise inspections were needed for increase of coverage. This was not happening at present due to instructions not to carry out inspections. JS (SS) informed that there are no instructions regarding restrictions on inspection from the MoLE. The CPFC said that an inspection policy has been developed and last year 44,127 inspections were carried out.

44. Sh. Dilip Bhattacharya also pointed out that there were stay orders on many compliance and recovery matters that need to be looked into. CPFC informed that EPFO is keeping track of such stay orders and requisite actions are being taken in such matters.

45. Sh. Sunkari Mallesham requested that a subcommittee on minimum pension be formed. It was stated that the same would be considered after the actuary has submitted the evaluation report on the Pension Fund.

46. Sh. Sunkari Mallesham also requested to provide data on how many inoperative claims were settled in the past 1 year. It was informed that the data on total amount of inoperative claims settled in the last FY has been provided in the ATR.

47. With the above observations, the Executive Committee took note of the agenda item.

Item No.17: Streamlining processes for the smooth and regular conduct of Departmental Examinations.

48. The agenda was introduced explaining the need for a uniform examination policy for conduct of departmental examination so that regular exams are undertaken periodically and in a time bound manner.

49. JS (SS) inquired as to the financial implication in the proposal. It was informed that the matters were well within the financial powers of the CPFC under the 'Miscellaneous' budget head.

50. With the above discussions, the agenda was approved.

The meeting ended with vote of thanks to the Chair.

ANNEXURE-A

List of members who attended 107th Meeting of Executive Committee, CBT (EPF) held on 27.06.2023 at 11.00 AM in Ministry of Labour & Employment

1	Ms. Arti Ahuja Secretary to the Government of India, Ministry of Labour & Employment	Chairman
2	Ms. Vibha Bhalla Joint Secretary, Ministry of Labour & Employment	Central Government Representatives
3	Ms. Richa Sharma Director/Joint Secretary & Financial Advisor, Ministry of Labour & Employment	
4	Shri Prem Prakash Singh (attended virtually) Special Secretary, Labour Department, Govt. of Uttar Pradesh	State Government Representatives
5	Shri Satish Deshmukh (attended virtually) Labour Commissioner, Labour Department, Govt. of Maharashtra,	
6	Labour Commissioner (attended virtually) Labour Department, Govt. of Haryana,	
7	Shri Arun Chawla (attended virtually)	Employers' Representatives
8	Shri Sougata Roy Choudhury (attended virtually)	
9	Shri Harbhajan Singh Sidhu	Employees' Representatives
10	Shri Sunkari Mallesham	
11	Shri Dilip Bhattacharya (attended virtually)	
12	Ms. Neelam Shami Rao	CPFC & Member Secretary (Ex-Officio)

The following member could not attend the meeting:-

1	Shri Govind Lele	Employers' Representatives
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