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**Item No. 1 : Confirmation of draft minutes of the 111<sup>th</sup> meeting of the Executive Committee, CBT (EPF) held on 18.01.2025**

The draft minutes of the 111<sup>th</sup> meeting of the EC, CBT (EPF) held on 18.01.2025 were circulated to all the members vide EPFO letter dated 10.02.2025 (**Annexure-A**).

2. No observations/comments have been received on the same from EC members.

3. The draft minutes of the 111<sup>th</sup> meeting of the EC, CBT (EPF) as approved by the Chairperson EC, CBT (EPF) are placed for confirmation by the Executive Committee.

**Proposal : The draft minutes of the 111th meeting of the Executive Committee, CBT (EPF) as approved by the Chairperson are placed for confirmation by the Executive Committee**



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

एन०बी०सी०सी० सेंटर, ब्लॉक-2, ग्राउंड-4<sup>th</sup> फ्लोर, ईस्ट किदवाई नगर, नई दिल्ली-110023  
NBCC Centre, Block-2, Ground-4<sup>th</sup> Floor, East Kidwai Nagar, New Delhi-110023

No. Conf.3(3)2024/111thEC/1034

Date:

To

10 FEB 2025

All Members,  
Executive Committee (EC), CBT.

**Subject:** Draft minutes of 111<sup>th</sup> meeting of the Executive Committee (EC), CBT held on 18.01.2025 in EPFO Head Office, New Delhi- reg

Madam/Sir,

I am directed to forward herewith the draft minutes of 111<sup>th</sup> meeting of the Executive Committee (EC), CBT held on 18.01.2025 in EPFO Head Office, New Delhi, duly approved by the Chairperson, EC, with the request to forward your comments within 07 days to [rc.conf@epfindia.gov.in](mailto:rc.conf@epfindia.gov.in).

Yours faithfully,

(Ashwini Kumar Gupta)

Regional PF Commissioner-I (Conference)

**Copy to:**

1. PS to Hon'ble Minister (Labour & Employment) for information.
2. PS to Hon'ble 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, EPFO HO 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.

(Ashwini Kumar Gupta)

Regional PF Commissioner-I (Conference)

[rc.conf@epfindia.gov.in](mailto:rc.conf@epfindia.gov.in)

**MINUTES OF 111<sup>th</sup> MEETING OF THE EXECUTIVE COMMITTEE, CBT (EPF) HELD  
ON 18<sup>th</sup> JANUARY, 2025 AT 10:00 AM**

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The 111<sup>th</sup> Meeting of the Executive Committee, CBT (EPF) was held on 18.01.2025 and was chaired by Ms. Sumita Dawra, 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**.

2. CPFC welcomed Chairperson/ Secretary (L&E) and the members to the 111<sup>th</sup> Meeting of the Executive Committee. Chairperson acknowledged good perception being created by EPFO and expected feedbacks from EC members also.

3. With the permission of the Chairperson, the CPFC took up the Agenda Items for discussion.

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**Item No. 1: Confirmation of draft minutes of the 110<sup>th</sup> meeting of the  
Executive Committee, CBT (EPF) held on 16.12.2024**

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The agenda on confirmation of draft minutes of the 110<sup>th</sup> meeting of the EC, CBT (EPF) held on 16.12.2024 was approved by the Executive Committee, CBT (EPF) (Annexure-A).

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**Item No. 2: Minutes of meetings of the Sub-Committees of the Executive  
Committee**

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CPFC informed that minutes of 6<sup>th</sup> meeting of the sub-committee on Human Resources (HR) held on 14.01.2025 would be placed in the next EC meeting.

The Executive Committee took note of the minutes of the 8<sup>th</sup> sub-committee on IT held on 10.12.2024.

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**Item No. 3: Information agenda regarding expeditious disposal of Court  
Cases w.r.t. EPFO**

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CPFC informed that an internal committee has been constituted to suggest expeditious disposal of court cases w.r.t. EPFO. The committee made a presentation on utilizing ADR for reducing litigations in EPFO.



Shri Girish Chandra Arya shared a note regarding the First Appellate Authority (FAA) within EPFO and proposed establishing a First Appellate Authority to address disputed 14B cases within EPFO before referring them to CGITs.

Shri S P Tiwari suggested that statutory amnesty as proposed by the committee may be an effective tool and further pointed out that provisions similar to Section 45A of ESIC Act, 1948 can be incorporated in such cases.

JS (L&E) suggested that effectiveness of first Appellate Authority may be examined in similar government institutions. Additionally, he recommended examining the reasons behind court cases to identify possible changes to the scheme.

CPFC said that resolution approach to pending court cases other than 14B cases will be examined and would be placed before the next EC.

The Chairperson directed that 2 to 3 EC members be added to the existing committee to take a comprehensive approach to the issue which may include identifying reasons for the significant increase in cases during the year, provisions for appellate authority, and preparing a SOP for timely disposal, recovery, and credit of demand related to 14B proceedings.

The Chairperson directed to consider the proposed amnesty scheme while deliberating upon various issues related to court cases. The Chairperson further added that the committee should also suggest options for virtual proceedings and submit its report before the next EC meeting.

The Executive Committee took note of the agenda placed.

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#### **Item no. 4: Progress in Implementation of CITES 2.01**

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ACC (HQ)(ISD) presented a status update on Centralized IT Enabled System (CITES) overview.

The Chairperson directed that the module for re-engineered ECR returns be developed to ensure the smooth implementation of the ELI Scheme.

The Chairperson also directed that a feedback system for all the stakeholders should be put in place to track and address any grievances raised while implementing project 2.01.

Shri Sanjay Bhatia stated that all the presentations made during the EC and a list of abbreviations of technical terms may be shared with the EC members.

JS (F&A) (L&E) suggested providing a facility for members to link MIDs to a single UAN in cases where MIDs are not yet linked. Additionally, UANs issued by employers without any MIDs tagged should be blocked to prevent potential fraudulent activities.

In response to a query from Shri Hiranmay Pandya, the Chairperson assured that, in line with HLEM's directions, a proposal to introduce ATM card facilities for claim withdrawals will be presented at the next EC meeting.

The Executive Committee took note of the agenda placed.

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**Item No. 5: Status Note on Hon'ble Supreme Court Judgement dated 04.11.2022 regarding Pension on Higher Wages**

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A presentation on 'Pension on Higher Wages under EPS, 1995' was made by ACC (HQ)(Pension).

JS (L&E) suggested that cases referred back to the employers should be closely monitored. In response, ACC (HQ) (Pension) informed that regular reminders are being issued to employers with a deadline, urging them to promptly resubmit such cases.

JS(L&E) also asked about the issuing of PPOs to the pensioners where demand amount has been paid. ACC (HQ) informed that 24.01.2025 is the deadline set for the field offices in this regard.

CPFC clarified that regular instructions are being circulated to field offices to address the issues of substantive nature and regular VCs are being conducted to address issues.

The Chairperson directed that (as suggested by JS(L&E)) VCs should be taken at HO and RO level with the employers to address their issues and for speedy disposal of pending applications.

The Chairperson also directed (as suggested by JS & FA to conduct open hour webinars with the stakeholders in this regard.

In response to a query from the Chairperson, CPFC assured that by 31st March 2025, EPFO will be able to either issue PPOs or reject ineligible applications.

The Chairperson also enquired about the pending applications and deposited amount in case of RINL (Rashtriya Ispat Nigam Limited), Vijag Steel and Bhilai Steel. It was directed that a meeting at the Head Office level be scheduled with these establishments to expedite the resolution of the pending matters and their grievances.

The Chairperson directed EPFO to have interactions at the RO level with those employers who have not yet forwarded the joint applications before 31st January, 2025 deadline.

The Chairperson directed to:

1. conduct a revised actuarial evaluation taking into account the status of ineligible exempted establishments and the available actual data, and
2. work on a proposal to modify EPS'95 Scheme so that pension can be disbursed proportionate to the contribution remitted and the interest accrued and place it in the next EC.

The Executive Committee took note of the agenda.

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**Item No. 6: Regularisation of Canteen Employees of EPFO who were directly recruited in the year 2006-07**

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The agenda was deferred with a direction to put up a comprehensive note to the Ministry. The comprehensive note may also contain the legal opinion in light of the Hon'ble Supreme Court judgement given in the year 2006 in this matter.

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**Item No. 7: Proposal to review the admissibility of Fixed Medical Allowance to one of the spouses if both are staff pensioners of EPFO or one of them is employee and other is staff pensioner of EPFO**

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JS (L&E) suggested that an audit objection is pending at MoH&FW that no FMA is to be given to the serving employee. He further suggested that FMA to one of the spouses in case both are pensioners should be governed as per the directions of MoH&FW. He pointed out that EPFO has increased FMA a number of times in the past without approval of the Central Government in some of these cases. As a result, FMA for employees of CBT, EPF stood at Rs. 2000/- as against Rs. 1000/- given to the central government employees .

CPFC clarified that the amount of Rs. 2000/- for FMA has been approved by the Central Government.

The Chairperson clarified that FMA is applicable to pensioners and CSMA is applicable to serving employees. Meanwhile, correspondence has been made to M/o H&FW to extend the applicability of CGHS to all employees of CBT, EPF across India.

The Chairperson recommended the admissibility of FMA to one of the spouses if both the EPFO staff are pensioners (Also suggested by JS(L&E)).

The Chairperson directed to again put up for reviewing the admissibility of FMA in case one of the staff is employee and the other staff is pensioner of EPFO in the next EC.

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**Item No. 8: Creation of one Supernumerary post of EO/AO for the period from 30.09.2019 to 01.01.2023 for the purpose of accommodating one PwBD official in compliance of Hon'ble CAT, Delhi order dated 14.03.2024 in OA No. 100/2955/2017**

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After discussions, Executive Committee approved the proposal as contained in the agenda.

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**Item No. 9: Status of review of Recruitment Rules**

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CPFC informed that a committee of retired officials from other government departments to carry a comprehensive review of the RRs of various cadres of

EPFO and preparation of draft RRs has been constituted. The report of the committee will be placed in next meeting of EC.

The Executive Committee took note of the agenda.

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**Item No.10: Status Report of the Committee on Delegation of Administrative/ Financial Powers**

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The Executive Committee deferred the agenda, and the Chairperson directed that the status be presented at the next EC meeting. The Chairperson also advised that the Ministry may be consulted on Committee's report and it should be placed in the next Executive Committee.

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**Item No. 11: Redistribution of Posts of Commissioner Cadre among Regional Offices**

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The Executive Committee approved the proposal as contained in the agenda item.

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**Item No. 12: Action Taken Statement in respect of decisions taken in the 110th EC meeting held on 16th December 2024**

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Shri Hiranmay Pandya proposed converting the District Offices at Gandhi Dham and Jamnagar into Regional Offices. CPFC replied that this could be considered as part of the ongoing restructuring process.

On the ATR at Sr. No. 28, Shri S.P. Tiwari raised concerns about delays in receiving responses to CBT member references from field offices. CPFC recommended that such references be routed directly to the CPFC Secretariat or Conference Section to ensure proper monitoring and prompt replies to CBT members.

Regarding the ATR at Sr. No. 5, Shri Sanjay Bhatia suggested setting a clear timeline for IIT Delhi to submit its report. CPFC clarified that the report had been submitted but returned to IIT Delhi due to discrepancies found in the report. A meeting with IIT Delhi is expected shortly to address the issues and to fix a revised timeline.



Shri Girish Chandra Arya proposed forming an in-house committee to prepare the cadre restructuring proposal instead of assigning it to IIT Delhi.

Shri Sanjay Bhatia further suggested that a status report or update on legal cases be presented to the Executive Committee for their information. CPFC replied that case updates of important nature along with a brief in tabular form would be shared with the Executive Committee.

JS&FA referred to Annexure-C given on page number 220, wherein proposal for charges to Sponsor bank SBI for payment through NPCI was given. She mentioned that details of payment made to destination bank for pension payment related activities have not been given. It was informed that no payment is being made to destination banks. She also referred that in Annexure-C, Rs. 4/- (including NPCI, NACH payment per transaction) has been given which is too high. CPFC informed that it is proposal only and nothing is being paid to SBI. The chairperson directed that this matter should be separately discussed with the Ministry in which a comprehensive status report on the Ministry's directions for pension payments may be given.

With the above observations, Executive Committee noted the status of Action Taken Statement as contained in the agenda item.

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**Item No. 13: Status of Data Sharing Policy formulation and data request handling mechanism in vogue in Employees Provident Fund Organization**

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CPFC explained purpose of Data Sharing Policy and concern of EPFO having fiduciary responsibility, confidentiality and data integrity of members and establishments. CPFC further informed that EPFO is reviewing the Data Sharing Policy in view of DPDP, 2023 Act.

The Chairperson directed to review the policy and to place the status in the next Executive Committee.

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**Item No. 14: Status Note on Inoperative Accounts**

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FA & CAO introduced the item and informed that it is a roadmap and EPFO will come up with more details in the next meeting of Executive Committee.

The Chairperson mentioned that there are concerns of EC members on the number of accounts and amounts in Inoperative Accounts and directed to place in the next meeting of EC.

JS & FA highlighted the need for a year-wise age analysis of inoperative accounts, including the number of accounts settled and the number of new accounts created annually, to be presented at the next Executive Committee meeting. She emphasized the need of identifying inoperative accounts, which had remained untouched for over 10 to 15 years and could create potential risks of fraud. Additionally, she proposed exploring the possibility of pooling these old inoperative accounts, similar to the approach adopted by the RBI.

The Chairperson directed to discuss the issue in the Finance & Audit Committee to examine in details together with age analysis and then place it before Executive Committee.

The agenda was deferred.

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**Item No. 15: Classification of grievances and systemic/process interventions**

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Sh. S.P. Tiwari highlighted 4 lakh pending joint requests in category-II, suggesting that field offices should expedite resolution if they receive authentic documents. CPFC informed that new instructions for self-correction via Aadhaar OTP have been issued to address the pendency.

The Chairperson directed that EPFO's interventions and feedback will be discussed in the next EC meeting. JS & FA suggested sharing two circulars on process interventions with the EC members.

JS & FA raised the issue of same MID's in case of rejoining of members in the establishment and suggested to discuss the matter with MoL&E. The Chairperson directed JS & FA to take a follow up on meeting convened by the Ministry.

Director (SS), MoL&E shared that MoL&E had discussions with the Centre for Good Governance (CGG). The Chairperson added that MoL&E, through the CGG, will get a third-party evaluation of the quality of grievance disposal done.

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## **Other Issues**

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Sh. S.P. Tiwari raised concerns about flaws in third party audit of exempted funds where surrenders are being made by hiding facts in compliance audit, hiding penalties and selling securities on discounted rates leading loss to EPFO and members in many cases in the states of Uttarakhand, West Bengal and Uttar Pradesh. The Chairperson directed to send the details of these cases to CPFC Secretariat and place the updated status in the next EC meeting.

Meeting ended with vote of thanks to Chair.

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**List of members attended 111<sup>th</sup> Meeting of Executive Committee, CBT (EPF)  
held on 18.01.2025 at 10:00 AM in EPFO, Headquarters**

|   |  |   |
|---|--|---|
| 1   | Ms. Sumita Dawra<br>Secretary to the Government of India,<br>Ministry of Labour & Employment | <b>Chairperson</b>                                  |
| 2   | Ms. Madhumita Das<br>Joint Secretary & Finance Advisor<br>Ministry of Labour & Employment    | <b>Central Government<br/>Representatives</b>       |
| 3   | Sh. Alok Mishra<br>Joint Secretary,<br>Ministry of Labour & Employment                       |   |
| 4   | Shri M Balu Naik, Joint Commissioner,<br>Labour, Government of Andhra Pradesh                | <b>State Government<br/>Representatives</b>         |
| 5   | Sh. Ajit Dodia, Deputy Labour Commissioner<br>Government of Gujarat                          |   |
| 6   | Dr. Sachin B. Sabnis   | <b>Employers' Representatives</b>                   |
| 7   | Sh. Sanjay Bhatia  |   |
| 8   | Sh. Hiranmay J. Pandya   | <b>Employees' Representatives</b>                   |
| 9   | Sh. Girish Chandra Arya  |   |
| 10  | Sh. Sheo Prasad Tiwari   |   |
| 11  | Sh. Ramesh Krishnamurthi, IRS  | <b>CPFC &amp; Member Secretary<br/>(Ex-Officio)</b> |
| <b>Following members could not attend the meeting</b> |  |   |
| 1   | Secretary to Government of Madhya Pradesh<br>Department of Labour, Bhopal                    | <b>State Govt. Representatives</b>                  |
| 2   | Sh. Atul Sobti   | <b>Employers' Representatives</b>                   |

**Item No. 2 : Minutes of meetings of the Sub-Committees of the Executive Committee**

Statement regarding the meetings of the sub-committees of the Executive Committee are furnished as under:

**1. Sub-Committee on IT**

- i. No meeting held since 08<sup>th</sup> meeting held on 10.12.2024.

**2. Sub-Committee on Human Resources (HR)**

- i. 06<sup>th</sup> meeting held on 14.01.2025. Minutes are enclosed as **Annexure-A**.
- ii. 7<sup>th</sup> meeting held on 20.02.2025. Minutes are yet to be finalized and will be placed in next EC meeting.

**Proposal : The Executive Committee may please take note of the minutes of the meetings of sub-committees of Executive Committee, as referred above**



**Minutes of the 6<sup>th</sup> meeting of Sub Committee on Human Resources (HR) dated  
14<sup>th</sup> January, 2025 (Approved on 19.02.2025)**

The 6<sup>th</sup> meeting of the Sub Committee on Human Resources (HR) was held in hybrid mode under the Chairmanship of Shri Ramesh Krishnamurthi, CPFC on 14th January, 2025 in presence of following members of the Sub-Committee:

| <b>Name</b>                  | <b>Designation</b>                         | <b>Role</b>                         |
|------------------------------|--|-------------------------------------|
| Shri Alok Mishra             | Joint Secretary (Social Security-I), MoL&E | Central Government's Representative |
| Shri Harbhajan Singh Sidhu   | CBT Member                                 | Employees' Representative           |
| Shri Baldevbhai G. Prajapati | CBT Member                                 | Employer's Representative           |
| Shri J.A. Vaidyanathan       | Director (Retd.), Govt. of India           | Special Invitee                     |
| Shri Bhaskar Choradia        | ACC (HQ) HR                                | Convener                            |

(The list of officers who assisted the committee in meeting is appended at the end)

The Chairperson welcomed all members of the Sub-Committee and provided a briefing on the agenda items to be discussed during the meeting. The Convener, ACC (HQ) HR, initiated discussions on the agenda as detailed below:

**2. Confirmation of minutes of 5<sup>th</sup> Meeting of HR Sub Committee held on 25.10.2024.**

The minutes of the 5th meeting, as approved by the Chairman of the Committee, were confirmed by the members. Shri Harbhajan Singh Sidhu suggested that the date of issuance of the approved minutes should also be communicated to the Committee for reference.

**3. Agenda Item No. 1: Regularisation of Canteen Employees of EPFO who were directly recruited in the year 2006-07**

The agenda was introduced by ACC (HQ) HR. Since this matter had been discussed in the previous meeting, the observations and suggestions made earlier were summarized.

It was informed that, in compliance with the Committee's directions, regarding any other similarly recruited employee, reports were sought from all Zonal Offices (ZOs). The Odisha Zone reported a case of a canteen employee, initially recruited in Hyderabad and later transferred to Odisha, whose regularization remains pending.

Shri Alok Mishra requested confirmation that no similar recruitments have been made in EPFO for any cadre in recent years. ACC (HQ) HR clarified that this is an isolated case, and reports from all Zones confirmed that no similar cases exist across India.

Shri Harbhajan Singh Sidhu highlighted that the delay in regularization was due to the absence of Recruitment Rules (RRs) and suggested that the rule positions for such regularization may be clarified. RPFC-I (HRD-I) responded that this is a one-time exercise, there is no need to frame RRs for the cadre at this stage. Shri Alok Mishra agreed with this view, confirming that RRs are unnecessary given the lack of plans for further recruitment.

After deliberations, the Committee unanimously recommended the agenda item for consideration by the EC.

**4. Agenda Item No. 2: Creation of one Supernumerary post of EO/AO for the period from 30.09.2019 to 01.01.2023 for the purpose of accommodating one PwBD official in compliance of Hon'ble CAT, Delhi order dated 14.03.2024 in OA No. 100/2955/2017**

ACC (HQ) HR introduced the agenda item regarding creation of one Supernumerary post of EO/AO for the period from 30.09.2019 to 01.01.2023 for the purpose of accommodating one PwBD official in compliance of Hon'ble CAT, Delhi order dated 14.03.2024 in OA No. 100/2955/2017. He also gave the background of the relevant DOPT OM relevant in this regard. Shri Harbhajan Singh Sidhu emphasized the need for timely disposal of employee representations to avoid similar litigation in the future. ACC (HQ) HR clarified that the delay occurred because the DoPT guidelines/clarification on the matter was only issued in December 2023.

Shri Alok Mishra agreed with the proposal, as the post creation is for a limited period. The CPFC also confirmed that the proposal aligns with DoPT guidelines. Shri Baldevbhai G. Prajapati conveyed his approval for the proposal.

Following discussions, the Committee unanimously recommended the agenda item for consideration by the EC.

**5. Agenda Item No. 3: Redistribution of Posts of Commissioner Cadre among Regional Offices**

The agenda item was introduced by ACC (HQ) HR regarding redistribution of few Posts of Commissioner Cadre among Regional Offices after rationalization. Shri Harbhajan Singh Sidhu raised a concern that the agenda had not been circulated prior to the meeting and was being tabled during the session. He requested sufficient time to review the agenda items before the meeting. He raised the issue of availability of staff

for the posts. It was clarified that staff redistribution had already been done during rationalization.

The CPFC sought the Committee's opinion on the basic principle underlying the proposal, regarding posting of RPFC-I as OIC at larger ROs which is based on the number of UANs in each office. He enquired whether additional criteria, such as a large number of higher pension cases, number of establishments etc. should also be considered.

RPFC-I (HRD-I) clarified that the principle of rationalizing offices and distributing staff remains consistent in this proposal, which has already been approved by the CBT which was confirmed by ACC (HQ) HR. However, appropriate-level officers could not be posted as Officers-in-Charge (OICs) in the rationalized or newly created offices because the redistribution of officers and staff was limited to within the Zone. The unavailability of officers in certain Zones led to situations where offices that ideally should have been headed by RPFC-I were instead headed by RPFC-II.

ACC (HQ) HR requested the Committee to consider a deviation with regard to Jammu RO where RPFC-II should have been OIC, but due to several outstanding issues of merger of J&K PF with EPFO the RO has been proposed to be headed by RPFC-I level. Consequently, Muzaffarpur, the last such RO in terms of workload which should be headed by RPFC-I, would remain at RPFC-II level. He also informed that few RPFC-I posts at ZOs were proposed to be shifted to the ROs. After deliberations all Members agreed with the deviation proposed in these 2 cases and diversion of few posts of RPFC-I from ZOs to ROs.

Shri Baldevbhai G. Prajapati welcomed the agenda and emphasized that newly created offices should be headed by officers of appropriate levels to ensure smooth functioning.

After deliberations, the Chairperson opined that the proposal outlined in 3.3 of the agenda should be modified slightly to accord flexibility regarding transfer and posting for achieving the goals of the proposal.

The agenda item, with the above observation, was recommended for consideration by the EC.

### **Discussions on HR Issues-**

A letter dated 13.01.2025 was received from Sh. Harbhajan Singh Sidhu regarding long-pending HR issues, with a request to include the same during the meeting. The matter was discussed after the deliberations on various HR agenda items. A detailed reply to the letter will be furnished to Sh. Harbhajan Singh Sidhu separately.

**LIST OF OFFICERS OF EPFO WHO ATTENDED THE 6<sup>th</sup>  
MEETING OF SUB COMMITTEE ON HUMAN RESOURCES,  
Dated 14<sup>th</sup> January, 2025**

| <b>S. No.</b> | <b>Name of the officer</b> | <b>Designation</b>                      |
|---------------|----------------------------|---|
| 1.            | Shri S K Suman             | Addl. Central P.F. Commissioner (HR)    |
| 2.            | Sh. Shahid Iqbal           | Regional P.F. Commissioner-I (HRM- III) |
| 3.            | Sh. Saurabh Tripathi       | Regional P.F. Commissioner-I (HRD- I)   |
| 4.            | Sh. Indraaj Singh          | Regional P.F. Commissioner-II (HRD- II) |

### **Item No. 3 : Adoption of the Unified Pension Scheme for EPFO employees**

The Govt. of India has introduced a Unified Pension Scheme vide notification dated 24.01.2025 as an option under the National Pension System for the employees of the Central Government who are covered under the National Pension System.

2. The salient features of the Unified Pension Scheme is contained in the notification no.FX-1/3/2016-PR dated 24.01.2025 (**Annexure-A**). Currently, the employees of EPFO who joined prior to 01.01.2004 are covered under CCS (Pension) Rules, 1972 and employees who joined EPFO after 01.01.2004 are covered under the National Pension System.

3. The provisions of the Section 5-D (7) of the EPF & MP Act, 1952 state as under:-

*"(7) (a) The method of recruitment, salary and allowances, discipline and other conditions of service of the Additional Central Provident Fund Commissioner, Deputy Provident Fund Commissioner, Regional Provident Fund Commissioner, Assistant Provident Fund Commissioner and other officers and employees of the Central Board shall be such as may be specified by the Central Board in accordance with the rules and orders applicable to the officers and employees of the Central Government drawing corresponding scales of pay:*

*Provided that where the Central Board is of the opinion that it is necessary to make a departure from the said rules or orders in respect of any of the matters aforesaid, it shall obtain the prior approval of the Central Government. "*

4. Since, the Unified Pension Scheme is applicable to such Central Government employees who are covered under National Pension System and who choose this option, therefore, in accordance with the provision of Section 5D (7) the same may be extended to the Officers and Employees of the Central Board.

5. The effective date for operationalisation of the scheme shall be 1<sup>st</sup> April 2025. Therefore, the Scheme requires immediate adoption so that employees may be enabled to exercise the option in a time bound manner. Hence, it is proposed that the Unified Pension Scheme may be adopted for Officers and Employees of the Central Board covered under the National Pension System.

6. Further, the proposal as above was placed before the HR Sub Committee, during its 7<sup>th</sup> meeting held on 20.02.2025 and got recommended to be placed before the upcoming meeting of Executive Committee, Central Board, EPF for approval.



**Proposal :**    **The proposal at Para 4 & 5 is hereby placed before the Executive Committee, Central Board, EPF for approval**



# भारत का राजपत्र The Gazette of India

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वित्त मंत्रालय  
(वित्तीय सेवाएं विभाग)

अधिसूचना

नई दिल्ली, 24 जनवरी, 2025

फा. सं. एफएक्स-1/3/2024-पीआर.—वित्त मंत्रालय (आर्थिक कार्य विभाग) की दिनांक 22 दिसंबर, 2003 की अधिसूचना संख्या एफ सं. 5/7/2003-ईसीबीएंडपीआर और वित्त मंत्रालय (वित्तीय सेवाएं विभाग) की दिनांक 31 जनवरी, 2019 की अधिसूचना संख्या एफ सं. 1/3/2016-पीआर के आंशिक संशोधन में, केंद्र सरकार ने राष्ट्रीय पेंशन प्रणाली के अंतर्गत कवर होने वाले केंद्र सरकार के कर्मचारियों के लिए राष्ट्रीय पेंशन प्रणाली के अंतर्गत एक विकल्प के रूप में एकीकृत पेंशन योजना शुरू करने का निर्णय लिया है।

2. एकीकृत पेंशन योजना केंद्र सरकार के ऐसे कर्मचारियों पर लागू होगी जो राष्ट्रीय पेंशन प्रणाली के अंतर्गत आते हैं और जो राष्ट्रीय पेंशन प्रणाली के अंतर्गत इस विकल्प को चुनते हैं। इसमें निम्नलिखित विशेषताएं होंगी, अर्थात्:

#### योजना के अंतर्गत पात्रता

- (i) सुनिश्चित भुगतान केवल निम्नलिखित मामलों में उपलब्ध होगा, अर्थात्:

(क) यदि कोई कर्मचारी दस वर्ष की अर्हक सेवा के पश्चात् अधिवर्षिता प्राप्त कर लेता है तो अधिवर्षिता की तारीख से;

- (ख) एफआर 56 (ज) (जो केंद्रीय सिविल सेवा (वर्गीकरण, नियंत्रण और अपील) नियम, 1965 के अंतर्गत कोई शास्ति नहीं है) के प्रावधानों के अंतर्गत एक कर्मचारी को सेवानिवृत्त करने के मामले में सरकार द्वारा ऐसी सेवानिवृत्ति की तारीख से; और
- (ग) 25 वर्ष की न्यूनतम अर्हक सेवा अवधि के पश्चात् स्वैच्छिक सेवानिवृत्ति के मामले में, यदि सेवा अवधि अधिवर्षिता तक जारी रहती तो उस तारीख से जब ऐसा कर्मचारी अधिवर्षिता प्राप्त कर लेता।
- (ii) सेवा से हटाने या बर्खास्तगी या कर्मचारी के इस्तीफे के मामले में सुनिश्चित भुगतान उपलब्ध नहीं होगा। ऐसे मामलों में एकीकृत पेंशन योजना का विकल्प लागू नहीं होगा।

### **योजना के अंतर्गत लाभ**

- (iii) इस योजना के अंतर्गत सुनिश्चित भुगतान, इस अधिसूचना में उल्लिखित अन्य शर्तों के अध्यधीन, निम्नानुसार होगा, अर्थात्:-
- (क) पूर्ण सुनिश्चित भुगतान की दर सेवानिवृत्ति से तुरंत पहले 12 मासिक औसत मूल वेतन की 50% होगी। पूर्ण सुनिश्चित भुगतान न्यूनतम 25 वर्षों की अर्हक सेवा के पश्चात् देय है;
- (ख) कम अर्हक सेवा अवधि के मामले में आनुपातिक भुगतान स्वीकार्य होगा;
- (ग) दस साल या उससे अधिक की अर्हक सेवा के पश्चात् सेवानिवृत्त होने पर प्रति माह 10,000 रुपये का न्यूनतम गारंटीयुक्त भुगतान सुनिश्चित किया जाएगा; और
- (घ) न्यूनतम 25 वर्ष की अर्हक सेवा के पश्चात् स्वैच्छिक सेवानिवृत्ति के मामले में सुनिश्चित भुगतान, उस तारीख से शुरू होगा, जिस तारीख को कर्मचारी सेवा में जारी रहते हुए अधिवर्षिता प्राप्त कर लेता।
- (iv) अधिवर्षिता के पश्चात् भुगतान धारक की मृत्यु के मामले में उसकी मृत्यु से तत्काल पूर्व भुगतान धारक को स्वीकार्य भुगतान का 60% कानूनी रूप से विवाहित पति या पत्नी (यथा अनुप्रयोज्य अधिवर्षिता या स्वैच्छिक सेवानिवृत्ति या एफआर 56 (ज) के अंतर्गत सेवानिवृत्ति की तारीख) को दिया जाएगा।
- (v) महंगाई राहत, सुनिश्चित भुगतान और पारिवारिक भुगतान, जैसा भी मामला हो, पर उपलब्ध होगी। महंगाई राहत की गणना सेवारत कर्मचारियों पर लागू महंगाई भत्ते की तरह ही की जाएगी। महंगाई राहत केवल भुगतान शुरू होने पर ही देय होगी।
- (vi) अर्हक सेवा के प्रत्येक पूर्ण छह महीने के लिए मासिक परिलब्धियों (मूल वेतन + महंगाई भत्ता) की 10% की दर से अधिवर्षिता पर एकमुश्त भुगतान की अनुमति दी जाएगी। यह एकमुश्त भुगतान सुनिश्चित भुगतान की मात्रा को प्रभावित नहीं करेगा।
- (vii) एकीकृत पेंशन योजना विकल्प के अंतर्गत कॉर्पस दो निधियों को मिलाकर बनेगा, अर्थात्:-
- (क) कर्मचारी के अंशदान और उसी के बराबर केंद्र सरकार के अंशदान के साथ एक व्यक्तिगत कॉर्पस; और
- (ख) केन्द्र सरकार के अतिरिक्त अंशदान के साथ एक पूल कॉर्पस।
- (viii) कर्मचारियों का अंशदान (मूल वेतन + महंगाई भत्ता) का 10% होगा। इसके बराबर ही केंद्र सरकार का भी अंशदान (मूल वेतन + महंगाई भत्ता) का 10% होगा। दोनों को प्रत्येक कर्मचारी के व्यक्तिगत कॉर्पस में जमा किया जाएगा।

- (ix) केंद्र सरकार उन सभी कर्मचारियों के अनुमानित 8.5% (मूल वेतन + महंगाई भत्ता) का अतिरिक्त अंशदान की व्यवस्था करेगी, जिन्होंने समग्र आधार पर पूल कॉर्पस के स्थान पर एकीकृत पेंशन योजना के विकल्प को चुना है। अतिरिक्त अंशदान एकीकृत पेंशन योजना विकल्प के अंतर्गत सुनिश्चित भुगतान की सहायता के लिए है।
- (x) कर्मचारी केवल व्यक्तिगत कॉर्पस के लिए ही निवेश के विकल्पों को अपना सकते हैं। ऐसे निवेश विकल्पों को पेंशन निधि विनियामक और विकास प्राधिकरण द्वारा विनियमित किया जाएगा। पेंशन निधि विनियामक और विकास प्राधिकरण द्वारा समय-समय पर निवेश का 'डिफॉल्ट पैटर्न' परिभाषित किया जा सकता है। यदि कोई कर्मचारी व्यक्तिगत कॉर्पस में निवेश के विकल्प का प्रयोग नहीं करता है, तो निवेश का 'डिफॉल्ट पैटर्न' लागू होगा।
- (xi) केन्द्र सरकार के अतिरिक्त अंशदान के माध्यम से निर्मित पूल कॉर्पस के लिए निवेश संबंधी निर्णय का पूरा अधिकार केन्द्र सरकार का होगा।
- (xii) उन कर्मचारियों के संबंध में, जो एकीकृत पेंशन योजना के परिचालन की तारीख से पूर्व सेवानिवृत्त हुए हैं और जो एकीकृत पेंशन योजना विकल्प को चुनते हैं, पेंशन निधि विनियामक और विकास प्राधिकरण टॉप-अप राशि उपलब्ध कराने के लिए तंत्र का निर्धारण करेगा।

**स्पष्टीकरण:** इस अधिसूचना के प्रयोजन हेतु मूल वेतन में निजी प्रैक्टिस के बदले चिकित्सा अधिकारी को दिया गया गैर-प्रैक्टिसिंग भत्ता शामिल है।

3. एकीकृत पेंशन योजना के विकल्प के परिचालन में आने की प्रभावी तारीख को राष्ट्रीय पेंशन प्रणाली के अंतर्गत केंद्र सरकार के विद्यमान कर्मचारियों के साथ-साथ केंद्र सरकार के भावी कर्मचारी राष्ट्रीय पेंशन प्रणाली के अंतर्गत या तो एकीकृत पेंशन योजना के विकल्प का चयन कर सकते हैं या एकीकृत पेंशन योजना के विकल्प के बिना राष्ट्रीय पेंशन प्रणाली में बने रह सकते हैं। यदि कोई कर्मचारी एकीकृत पेंशन योजना के विकल्प का चयन करता है, तो इसके सभी निर्धारण एवं शर्तों को अपनाया गया माना जाएगा और यह एक बार चुने जाने के बाद अंतिम होगा।
4. एक बार राष्ट्रीय पेंशन प्रणाली के अंतर्गत कवर किए गए कर्मचारी, जो एकीकृत पेंशन योजना विकल्प के परिचालन की प्रभावी तिथि पर सेवा में हैं, एकीकृत पेंशन योजना विकल्प का उपयोग करते हैं, तो कर्मचारी स्थायी सेवानिवृत्ति खाता संख्या में राष्ट्रीय पेंशन प्रणाली कॉर्पस बकाया को एकीकृत पेंशन योजना के अंतर्गत कर्मचारी के व्यक्तिगत कॉर्पस में अंतरित कर दिया जाएगा।
5. राष्ट्रीय पेंशन प्रणाली के अंतर्गत कवर किए गए प्रत्येक कर्मचारी, जिन्होंने एकीकृत पेंशन योजना का विकल्प लिया है, के लिए पेंशन निधि विनियामक और विकास प्राधिकरण द्वारा निर्धारित तरीके से 'बेंचमार्क कॉर्पस' मूल्य की गणना निम्नलिखित पूर्वानुमानों के साथ की जाएगी, अर्थात्: -
  - (क) अर्हक सेवा के प्रत्येक महीने के लिए कर्मचारियों और नियोक्ता दोनों के लिए प्रयोज्य अंशदान की नियमित प्राप्ति;
  - (ख) अनुपलब्ध अंशदानों के मामले में पेंशन निधि विनियामक और विकास प्राधिकरण द्वारा निर्धारित किया जाने वाला उपयुक्त मूल्य तय किया जाएगा; और
  - (ग) ऐसे अंशदानों का निवेश पेंशन निधि विनियामक और विकास प्राधिकरण द्वारा यथा परिभाषित निवेश के 'डिफॉल्ट पैटर्न' के अनुसार किया जाता है।
6. कर्मचारी के निवेश विकल्पों के साथ व्यक्तिगत कॉर्पस में मूल्य या यूनिटों को आवधिक आधार पर ऐसे कर्मचारी को सूचित किया जाएगा। इसके साथ-साथ, कर्मचारी के अनुरूप बेंचमार्क कॉर्पस के मूल्य या यूनिटों, जिनकी गणना उपरोक्त

पैरा 5 के अनुसार की गई है, को भी कर्मचारी को सूचित किया जाएगा।

7. अधिवर्षिता या सेवानिवृत्ति पर एकीकृत पेंशन योजना विकल्प के अंतर्गत कर्मचारी की अर्हक सेवा उस कार्यालय प्रमुख द्वारा निर्धारित की जाएगी जहां वह कार्यरत है।
8. अधिवर्षिता या सेवानिवृत्ति पर एकीकृत पेंशन योजना के अंतर्गत कर्मचारी सुनिश्चित भुगतान के प्राधिकार के लिए बेंचमार्क कॉर्पस के मूल्य या यूनिटों के बराबर पूल कॉर्पस में व्यक्तिगत कॉर्पस के मूल्य या यूनिटों को अंतरित करने के लिए प्राधिकृत करेगा। यदि व्यक्तिगत कॉर्पस का मूल्य या यूनिट बेंचमार्क कॉर्पस के मूल्य या यूनिट से कम है, तो कर्मचारी के पास इस अंतर को पूरा करने के लिए अतिरिक्त अंशदान की व्यवस्था करने का विकल्प होगा। यदि व्यक्तिगत कॉर्पस का मूल्य या यूनिट बेंचमार्क कॉर्पस के मूल्य या यूनिट से अधिक है, तो कर्मचारी बेंचमार्क कॉर्पस के बराबर मूल्य या यूनिट के अंतरण को अधिकृत करेगा और व्यक्तिगत कॉर्पस में शेष राशि कर्मचारी को दी जाएगी।
9. यदि कर्मचारी द्वारा व्यक्तिगत कॉर्पस से पूल कॉर्पस में अंतरित मूल्य या यूनिट, बेंचमार्क कॉर्पस के मूल्य या यूनिट से कम हैं, तो सुनिश्चित भुगतान के अनुपात में भुगतान अधिकृत किया जाएगा।
10. एकीकृत पेंशन योजना, एक 'निधि-आधारित' पेंशन प्रणाली होने के नाते, कर्मचारियों को सुनिश्चित भुगतान प्रयोज्य अंशदान (कर्मचारी और नियोक्ता दोनों से) के नियमित और समय पर संचय और निवेश पर निर्भर करता है।
11. सुस्पष्टता के लिए यह स्पष्ट किया जाता है कि कोई भी कर्मचारी जिसने इस अधिसूचना के अंतर्गत राष्ट्रीय पेंशन प्रणाली के अधीन एकीकृत पेंशन योजना के विकल्प का चयन किया है, वह सेवानिवृत्ति के पश्चात् सहित किसी अन्य नीतिगत रियायत, नीति परिवर्तन, वित्तीय लाभ, बाद में सेवानिवृत्त हुए कर्मचारियों के साथ किसी भी समानता आदि की मांग के लिए पात्र नहीं होगा और दावा नहीं कर सकता है।
12. एकीकृत पेंशन योजना के प्रावधान उन राष्ट्रीय पेंशन प्रणाली के पूर्व सेवानिवृत्त कर्मचारियों, जो एकीकृत पेंशन योजना के परिचालन की तारीख से पहले अधिवर्षिता प्राप्त कर चुके हैं, पर भी यथोचित परिवर्तनों के साथ लागू होंगे। ऐसे अधिवर्षिता प्राप्त कर्मचारियों को लोक भविष्य निधि दरों के अनुसार ब्याज सहित पिछली अवधि के लिए बकाये का भुगतान किया जाएगा। ऐसे अधिवर्षिता प्राप्त कर्मचारियों के लिए मासिक टॉप-अप राशि, जिसे पेंशन निधि विनियामक और विकास प्राधिकरण द्वारा निर्धारित किया जाएगा, का भुगतान उनके द्वारा की गई निकासी और उन्हें भुगतान की गई वार्षिकी को समायोजित करने के पश्चात् किया जाएगा।
13. अधिवर्षिता के समय अनुशासनात्मक कार्यवाही का सामना करने वाले या जहां सेवानिवृत्ति के पश्चात् अनुशासनात्मक कार्यवाही पर विचार किया जाता है, ऐसे कर्मचारियों के लिए एकीकृत पेंशन योजना विकल्प के अंतर्गत सुनिश्चित भुगतान के बारे में प्रावधान अलग से अधिसूचित किया जाएगा।
14. विभिन्न परिदृश्यों के अंतर्गत एकीकृत पेंशन योजना के भुगतान कार्यकरण के रूप में व्याख्यात्मक उदाहरण अनुबंध में दिए गए हैं।
15. पेंशन निधि विनियामक और विकास प्राधिकरण एकीकृत पेंशन योजना के परिचालन के लिए विनियम जारी कर सकता है।
16. एकीकृत पेंशन योजना (यूपीएस) के परिचालन की प्रभावी तिथि 1 अप्रैल, 2025 होगी।

पंकज शर्मा, संयुक्त सचिव



अनुबंध

वित्त मंत्रालय (वित्तीय सेवाएं विभाग) की दिनांक 24 जनवरी, 2025 की अधिसूचना फा. सं. एफएक्स-1/3/2024-पीआर के पैराग्राफ 14 में संदर्भित अनुबंध

क. स्वीकार्य मासिक सुनिश्चित भुगतान के उदाहरण

पूर्वानुमान के निम्नलिखित सेट के साथ विभिन्न परिदृश्यों के सेट पर विचार किया गया है, अर्थात्:

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| <p>(i) किसी कर्मचारी की सेवानिवृत्ति से पहले 12 मासिक औसत मूल वेतन 45,000 रुपये (पी के रूप में चिह्नित) है।</p> <p>(ii) कर्मचारी के पास 25 वर्ष (300 महीने) या उससे अधिक (क्यू के रूप में चिह्नित) की अर्हक सेवा (अंशदान के महीनों की संख्या के आधार पर) है।</p> <p>(iii) कर्मचारी के सभी अंशदान नियमित रूप से जमा किए गए हैं और जमा में कोई चूक नहीं हुई है।</p> <p>(iv) कर्मचारी ने निवेश का 'डिफॉल्ट पैटर्न' चुना है।</p> <p>(v) कर्मचारी ने कोई आंशिक निकासी नहीं की है।</p> |
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परिदृश्य 1: कर्मचारी (i) से (v) तक सभी शर्तों को पूरा करता है।

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 50,00,000 रुपये (10,000 यूनिट) (आईसी के रूप में चिह्नित) है।
- इस मामले में बेंचमार्क कॉर्पस का मूल्य भी 50,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) होना चाहिए।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$= \left(\frac{\text{पी}}{2}\right) \times \left(\frac{\text{क्यू}}{300}\right) \times \left(\frac{\text{आईसी}}{\text{बीसी}}\right) \text{ इस शर्त के साथ कि;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 के रूप में लिया जाएगा।

(ii) यदि  $\left(\frac{\text{पी}}{2}\right) \times \frac{\text{क्यू}}{300}$  10,000 से कम है, इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{50,00,000}{50,00,000}\right) = ₹ 22,500 \text{ में लागू महंगाई राहत (डीआर) जोड़कर।}$$

नोट:- इस मामले में सुनिश्चित भुगतान पूर्ण सुनिश्चित भुगतान के बराबर होता है

परिदृश्य 2: कर्मचारी (i) और (iii) से (v) तक शर्तों को पूरा करता है। कर्मचारी के पास 15 साल (180 महीने) की अर्हक सेवा (अंशदान के महीनों की संख्या के आधार पर) है।

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 30,00,000 रुपये (8,000 यूनिट) (आईसी के रूप में चिह्नित) है।
- बेंचमार्क कॉर्पस का मूल्य 30,00,000 रुपये (8,000 यूनिट) (बीसी के रूप में चिह्नित) होगा।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$= \left(\frac{\text{पी}}{2}\right) \times \left(\frac{\text{क्यू}}{300}\right) \times \left(\frac{\text{आईसी}}{\text{बीसी}}\right) \text{ इस शर्त के साथ कि}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 के रूप में लिया जाएगा।

(ii) यदि  $(पी/2) \times क्यू/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{180}{300}\right) \times \left(\frac{30,00,000}{30,00,000}\right) = ₹13,500 \text{ में लागू महंगाई राहत (डीआर) जोड़कर।}$$

**परिदृश्य 3: कर्मचारी (i) और (iii) से (v) तक शर्तों को पूरा करता है।** कर्मचारी के पास 10 साल (120 महीने) की अर्हक सेवा (अंशदान के महीनों की संख्या के आधार पर) है।

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 25,00,000 रुपये (10,000 यूनिट) (आईसी के रूप में चिह्नित) है।
- बेंचमार्क कॉर्पस का मूल्य 25,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) होगा।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$\left(\frac{पी}{2}\right) \times \left(\frac{क्यू}{300}\right) \times \left(\frac{आईसी}{बीसी}\right) \text{ इस शर्त के साथ कि;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 माना जाएगा

(ii) यदि  $(पी/2) \times क्यू/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{120}{300}\right) \times \left(\frac{25,00,000}{25,00,000}\right) = ₹ 9,000$$

जिसे 10,000 रुपये के न्यूनतम सुनिश्चित भुगतान के साथ-साथ लागू महंगाई राहत (डीआर) तक बढ़ाया जाएगा, क्योंकि बेंचमार्क कॉर्पस का पूरा मूल्य व्यक्तिगत कॉर्पस से पूल कॉर्पस में जमा किया गया है।

**परिदृश्य 3 (क): कर्मचारी (i), (iii) और (iv) शर्तों को पूरा करता है।** कर्मचारी ने आंशिक निकासी की। कर्मचारी के पास 10 साल (120 महीने) की अर्हक सेवा (अंशदान के महीनों की संख्या के आधार पर) है।

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 22,00,000 रुपये (8,800 यूनिट) (आईसी के रूप में चिह्नित) है।
- बेंचमार्क कॉर्पस का मूल्य 25,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) होगा।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$\left(\frac{पी}{2}\right) \times \left(\frac{क्यू}{300}\right) \times \left(\frac{आईसी}{बीसी}\right) \text{ इस शर्त के साथ कि;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 माना जाएगा

(ii) यदि  $(पी/2) \times क्यू/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{120}{300}\right) \times \left(\frac{22,00,000}{25,00,000}\right) = ₹ 8,800$$

इस मामले में पेंशन 8800 रुपये के साथ लागू महंगाई राहत (डीआर) होगी, क्योंकि व्यक्तिगत कॉर्पस से पूल कॉर्पस में पूर्ण कॉर्पस जमा नहीं किया गया है।

**परिदृश्य 4: कर्मचारी (i), (ii), (iv) और (v) शर्तों को पूरा करता है।** कर्मचारी के सभी अंशदान नियमित रूप से जमा नहीं किए गए हैं और जमा में कुछ चूक शामिल हैं, जिन्हें कर्मचारी द्वारा ठीक/व्यवस्थित नहीं किया गया है।

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कोष का मूल्य 45,00,000 रुपये (9,000 यूनिट) (आईसी के रूप में चिह्नित) है।
- बेंचमार्क कॉर्पस का मूल्य 50,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) है। जमा में हुई चूक के लिए औसत अंशदान को ध्यान में रखते हुए बेंचमार्क कॉर्पस तैयार किया गया है।

- कर्मचारी का सुनिश्चित भुगतान होगा

$$\left(\frac{\text{पी}}{2}\right) \times \left(\frac{\text{क्यू}}{300}\right) \times \left(\frac{\text{आईसी}}{\text{बीसी}}\right) \text{ इस शर्त के साथ कि;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 माना जाएगा

(ii) यदि  $(\text{पी}/2) \times \text{क्यू}/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{45,00,000}{50,00,000}\right) = ₹ 20,250 \text{ में लागू महंगाई राहत (डीआर) जोड़कर।}$$

**परिदृश्य 5:** कर्मचारी (i) से (iv) तक शर्तों को पूरा करता है। कर्मचारी ने आंशिक निकासी की, बेंचमार्क कॉर्पस की तुलना में जिसका मूल्य सेवानिवृत्ति से पहले कर्मचारी द्वारा वापस नहीं किया गया है।

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 40,00,000 रुपये (8,000 यूनिट) (आईसी के रूप में चिह्नित) है।
- बेंचमार्क कॉर्पस का मूल्य 50,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) है। कोई आंशिक निकासी नहीं होने पर विचार करते हुए बेंचमार्क कॉर्पस तैयार किया जाएगा।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$\left(\frac{\text{पी}}{2}\right) \times \left(\frac{\text{क्यू}}{300}\right) \times \left(\frac{\text{आईसी}}{\text{बीसी}}\right) \text{ इस शर्त के साथ कि;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 माना जाएगा

(ii) यदि  $(\text{पी}/2) \times \text{क्यू}/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{40,00,000}{50,00,000}\right) = ₹ 18,000 \text{ में लागू महंगाई राहत (डीआर) जोड़कर।}$$

**परिदृश्य 6:** कर्मचारी (i), (ii), (iii) और (v) शर्तों को पूरा करता है। कर्मचारी ने व्यक्तिगत कॉर्पस में निवेश विकल्पों का विकल्प चुना और व्यक्तिगत कॉर्पस का मूल्य बेंचमार्क कॉर्पस से अधिक है

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 55,00,000 रुपये (11,000 यूनिट) (आईसी के रूप में चिह्नित) है।
- बेंचमार्क कॉर्पस का मूल्य 50,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) है। निवेश के 'डिफॉल्ट पैटर्न' के आधार पर बेंचमार्क कॉर्पस तैयार किया गया है।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$\left(\frac{\text{पी}}{2}\right) \times \left(\frac{\text{क्यू}}{300}\right) \times \left(\frac{\text{आईसी}}{\text{बीसी}}\right) \text{ इस शर्त के साथ कि ;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 माना जाएगा

(ii) यदि  $(\text{पी}/2) \times \text{क्यू}/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{50,00,000}{50,00,000}\right) = ₹ 22,500 \text{ में लागू महंगाई राहत (डीआर) जोड़कर।}$$

इस मामले में, कर्मचारी को सेवानिवृत्ति पर अपने नामित बैंक खाते में बेंचमार्क कॉर्पस (यानी 5,00,000 रुपये) की तुलना में व्यक्तिगत कॉर्पस का अतिरिक्त मूल्य मिलेगा।

**परिदृश्य 7:** कर्मचारी (i), (ii), (iii) और (v) शर्तों को पूरा करता है। कर्मचारी ने व्यक्तिगत कॉर्पस में निवेश विकल्पों का विकल्प चुना और व्यक्तिगत कॉर्पस का मूल्य बेंचमार्क कॉर्पस से कम है।

(क) यदि कर्मचारी व्यक्तिगत कॉर्पस की भरपाई नहीं करता है:

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 45,00,000 रुपये (9,000 यूनिट) (आईसी के रूप में चिह्नित) है; चूंकि कर्मचारी द्वारा प्रयोग किए गए निवेश विकल्पों के कारण, कर्मचारी ने बेंचमार्क कॉर्पस की तुलना में व्यक्तिगत कॉर्पस के मूल्य की भरपाई नहीं की।
- बेंचमार्क कॉर्पस का मूल्य 50,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) है। निवेश के 'डिफॉल्ट पैटर्न' के आधार पर बेंचमार्क कॉर्पस तैयार किया गया है।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$\left(\frac{\pi}{2}\right) \times \left(\frac{\text{क्यू}}{300}\right) \times \left(\frac{\text{आईसी}}{\text{बीसी}}\right) \text{ इस शर्त के साथ कि;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 माना जाएगा

(ii) यदि  $(\pi/2) \times \text{क्यू}/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{45,00,000}{50,00,000}\right) = ₹ 20,250 \text{ में लागू महंगाई राहत (डीआर) जोड़कर।}$$

(ख) यदि कर्मचारी आंशिक रूप से व्यक्तिगत कॉर्पस की भरपाई करता है:

- सेवानिवृत्ति पर कर्मचारी के व्यक्तिगत कॉर्पस का मूल्य 45,00,000 रुपये (9,000 यूनिट) (आईसी के रूप में चिह्नित) है; कर्मचारी ने आंशिक रूप से व्यक्तिगत कॉर्पस में 2,50,000 रुपये तक भरपाई की, इसलिए कॉर्पस अब 47,50,000 रुपये (9,500 यूनिट) है।
- बेंचमार्क कॉर्पस का मूल्य 50,00,000 रुपये (10,000 यूनिट) (बीसी के रूप में चिह्नित) है। निवेश के 'डिफॉल्ट पैटर्न' के आधार पर बेंचमार्क कॉर्पस तैयार किया गया है।
- कर्मचारी का सुनिश्चित भुगतान होगा

$$\left(\frac{\pi}{2}\right) \times \left(\frac{\text{क्यू}}{300}\right) \times \left(\frac{\text{आईसी}}{\text{बीसी}}\right) \text{ इस शर्त के साथ कि;}$$

(i) यदि क्यू 300 से अधिक है, तो इसे 300 माना जाएगा

(ii) यदि  $(\pi/2) \times \text{क्यू}/300$  10,000 से कम है, तो इसे 10,000 के रूप में लिया जाएगा।

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{47,50,000}{50,00,000}\right) = ₹ 21,375 \text{ में लागू महंगाई राहत (डीआर) जोड़कर।}$$

**ख. अधिवर्षिता या 25 वर्ष की अर्हक सेवा पूरी होने के पश्चात् स्वैच्छिक सेवानिवृत्ति और एफआर 56(ब) के अंतर्गत सेवानिवृत्ति पर एकमुश्त भुगतान के व्याख्यात्मक उदाहरण**

सेवानिवृत्ति के समय मूल वेतन और महंगाई भत्ता निम्नानुसार माना गया है:

|   |          |
|---|----------|
| अधिवर्षिता या वीआर या एफआर 56 (जे) के अंतर्गत सेवानिवृत्ति की तिथि के अनुसार मूल वेतन | ₹ 45,000 |
| उस पर महंगाई भत्ता @ 53%  | ₹ 23,850 |
| कुल परिलब्धियां   | ₹ 68,850 |

$$\text{एकमुश्त राशि} = \left(\frac{1}{10} \times 68,850\right) \times \text{एल} = 6,885 \times \text{एल}$$

जहाँ एल = व्यक्ति की पेंशन कॉर्पस में अंशदान के लिए महीनों की संख्या के आधार पर सेवा के छह-मासिक पूर्ण वर्षों की संख्या

अर्हक सेवा की अवधि के आधार पर एकमुश्त राशि:

| परिलब्धियों का<br>1/10<br>(₹) | अर्हक सेवा की अवधि (अंशदान के महीनों<br>की संख्या) एल | पूर्ण 6 महीनों की<br>संख्या | एकमुश्त राशि<br>(₹) |
|-------------------------------|---|-----------------------------|---------------------|
| 6,885                         | 10 वर्ष (120 माह)                                     | 20                          | 1,37,700            |
|                               | 15 वर्ष (180 माह)                                     | 30                          | 2,06,550            |
|                               | 20 वर्ष (240 माह)                                     | 40                          | 2,75,400            |
|                               | 25 वर्ष (300 माह)                                     | 50                          | 3,44,250            |
|                               | 30 वर्ष (360 माह)                                     | 60                          | 4,13,100            |
|                               | 35 वर्ष (420 माह)                                     | 70                          | 4,81,950            |

**नोट:** कोई एकमुश्त राशि देय नहीं होगी, यदि सेवा की अवधि 10 वर्ष (120 महीने से कम अंशदान) से कम है, क्योंकि ऐसे मामले में एकीकृत पेंशन योजना लागू नहीं है।

**MINISTRY OF FINANCE**  
**(Department of Financial Services)**

**NOTIFICATION**

New Delhi, the 24th January, 2025

**F. No. FX-1/3/2024-PR.**—In partial modification of the Ministry of Finance (Department of Economic Affairs) Notification No. F. No. 5/7/2003-ECB&PR dated 22<sup>nd</sup> December, 2003 and Ministry of Finance (Department of Financial Services) Notification No. F. No. 1/3/2016-PR dated 31<sup>st</sup> January, 2019, the Central Government has decided to introduce Unified Pension Scheme, as an option under the National Pension System for the employees of the Central Government who are covered under the National Pension System.

2. The **Unified Pension Scheme** shall be applicable to such Central Government employees who are covered under National Pension System and who choose this option under National Pension System. It will have the following features, namely: -

**Eligibility under the Scheme**

- (i) Assured Payout shall be available only in the following cases, namely: -
- in case of an employee superannuating after qualifying service of ten years, from the date of superannuation;
  - in case of the Government retiring an employee under the provisions of FR 56 (j) (which is not a

- penalty under Central Civil Services (Classification, Control and Appeal) Rules, 1965) from the date of such retirement; and
- (c) in case of voluntary retirement after a minimum qualifying service period of 25 years, from the date such employee would have superannuated, if the service period had continued to superannuation.
- (ii) Assured Payout shall not be available in case of removal or dismissal from service or resignation of the employee. In such cases, the Unified Pension Scheme option shall not apply.

**Benefits under the Scheme**

- (iii) Subject to other conditions stated in this notification, Assured Payout under the scheme shall be as follows, namely: -
- (a) the rate of full assured payout will be @50% of twelve monthly average basic pay, immediately prior to superannuation. Full assured payout is payable after a minimum 25 years of qualifying service;
- (b) in case of lesser qualifying service period, proportionate payout would be admissible;
- (c) a minimum guaranteed payout of Rs. 10,000 per month shall be assured in case superannuation is after ten years or more of qualifying service; and
- (d) in cases of voluntary retirement after a minimum 25 years of qualifying service, assured payout will commence from the date on which the employee would have superannuated, if he had continued in service.
- (iv) In case of death of the payout holder after superannuation, family payout @60% of the payout admissible to the payout holder, immediately before his demise, will be assured to the legally wedded spouse (spouse legally wedded as on the date of superannuation or on the date of voluntary retirement or retirement under FR 56(j), as may be applicable).
- (v) Dearness Relief will be available on the assured payout and family payout, as the case may be. The Dearness Relief will be worked out in the same manner as Dearness Allowance applicable to serving employees. Dearness Relief will be payable only when payout commences.
- (vi) A lump sum payment will be allowed on superannuation @10% of monthly emoluments (basic pay + Dearness Allowance) for every completed six months of qualifying service. This lump sum payment will not affect the quantum of assured payout.
- (vii) The corpus under the Unified Pension Scheme option will comprise of two funds, namely:-
- (a) An individual corpus with employee contribution and matching Central Government contribution; and
- (b) A pool corpus with additional Central Government contribution.
- (viii) The contribution of employees will be 10% of (basic pay + Dearness Allowance). The matching Central Government contribution will also be 10% of (basic pay + Dearness Allowance). Both will be credited to each employee's individual corpus.
- (ix) Central Government shall provide an additional contribution of an estimated 8.5% of (basic pay + Dearness Allowance) of all employees who have chosen the Unified Pension Scheme option, to the pool corpus on an aggregate basis. The additional contribution is for supporting assured payouts under the Unified Pension Scheme option.
- (x) The employee can exercise investment choices for the individual corpus alone. Such investment choices shall be regulated by the Pension Fund Regulatory and Development Authority. A 'default pattern' of investment may be defined by Pension Fund Regulatory and Development Authority from time to time. If an employee does not exercise an investment choice on individual corpus, the 'default pattern' of investment will apply.
- (xi) The investment decisions for the pool corpus built through the additional Central Government contribution will solely rest with Central Government.
- (xii) In respect of employees who have retired before the date of operation of Unified Pension Scheme and who opt for the Unified Pension Scheme option, Pension Fund Regulatory and Development Authority will determine the mechanism for making available the top- up amount.

***Explanation:*** For the purpose of this notification basic pay includes non-practicing allowance granted to medical officer in lieu of private practice.

3. The existing Central Government Employees under National Pension System, on the effective date of operationalisation of the Unified Pension Scheme option, as well as the future employees of Central Government can choose to either take the Unified Pension Scheme option under the National Pension System or continue with the National Pension System without the Unified Pension Scheme option. In case an employee chooses the Unified Pension Scheme option, all its stipulations and conditions shall be deemed to

- have been opted for and such option once exercised, shall be final.
4. Once an employee covered under National Pension System, who is in service on the effective date of operationalisation of the Unified Pension Scheme option, exercises the Unified Pension Scheme option, the outstanding National Pension System corpus in the employees Permanent Retirement Account Number shall be transferred to the employee's individual corpus under the Unified Pension Scheme.
  5. For each employee covered under National Pension System who has exercised the Unified Pension Scheme option, a 'benchmark corpus' value shall be computed, in such manner as may be determined by the Pension Fund Regulatory and Development Authority, with the following assumptions, namely: -
    - (i) regular receipt of applicable contributions for both the employees and the employer for each month of qualifying service;
    - (ii) in case of missing contributions, an appropriate value, to be determined by the Pension Fund Regulatory and Development Authority, shall be assigned; and
    - (iii) investment of such contributions is made as per the 'default pattern' of investment, as defined by the Pension Fund Regulatory and Development Authority.
  6. The value or units in the individual corpus with investment choices of the employee shall be informed to such employee on a periodic basis. Alongside, the value or units of the benchmark corpus corresponding to the employee, computed as per para 5 above will also be informed to the employee.
  7. At superannuation or retirement, the qualifying service of the employee under the Unified Pension Scheme option, will be determined by the Head of Office, where he is employed.
  8. At superannuation or retirement, the employee under Unified Pension Scheme shall authorise transfer of the value or units in the individual corpus to the pool corpus, equivalent to the value or units of the benchmark corpus for authorisation of Assured Payout. In case the value or units of individual corpus is less than value or units of the benchmark corpus, the employee will have an option to arrange for additional contribution to meet this gap. In case the value or units of individual corpus is more than the value or units of the benchmark corpus, the employee shall authorise transfer of value or units equivalent to the benchmark corpus and the balance amount in the individual corpus will be credited to the employee.
  9. In case the values or units transferred by the employee from the individual corpus to the pool corpus, is less than the value or units of the benchmark corpus, payout proportionate to the assured payout shall be authorised.
  10. The Unified Pension Scheme, being a 'fund-based' pension system, relies on the regular and timely accumulation and investment of applicable contributions (from both the employee and the employer) for Assured Payout to the employees.
  11. For the sake of clarity, it is made clear that any employee who has exercised the Unified Pension Scheme option under National Pension System under this notification, shall not be entitled for and cannot claim, any other policy concession, policy change, financial benefit, any parity with subsequent retirees etc. later including post-retirement.
  12. The provisions of Unified Pension Scheme will also be applicable, *mutatis mutandis* to past retirees of National Pension System, who have superannuated before the date of operationalising of Unified Pension Scheme. Such superannuated employees will be paid arrears for the past period along with interest as per Public Provident Fund rates. The monthly top-up amount for such superannuated employees, to be determined by the Pension Fund Regulatory and Development Authority, will be paid after adjusting the withdrawals made by, and annuities paid to, them.
  13. The provisions regarding assured payout under the Unified Pension Scheme option for employees facing disciplinary proceedings at the time of superannuation or where disciplinary proceedings are contemplated post-retirement, shall be separately notified.
  14. Illustrative examples as to working of payouts of Unified Pension Scheme under different scenarios are given in the Annexure.
  15. Pension Fund Regulatory and Development Authority may issue regulations for operationalising Unified Pension Scheme.
  16. The effective date for operationalisation of the Unified Pension Scheme shall be 1<sup>st</sup> April, 2025.

PANKAJ SHARMA, Jt. Secy.

**ANNEXURE****ANNEXURE REFERRED TO IN PARAGRAPH 14 OF THE MINISTRY OF FINANCE (DEPARTMENT OF FINANCIAL SERVICES) NOTIFICATION F. NO. FX-1/3/2024-PR DATED- THE 24<sup>th</sup> JANUARY, 2025****A. Illustrative Examples of Admissible Monthly Assured Payout**

A set of different scenarios have been considered with the following set of assumptions, namely:-

- (i) The 12 monthly average basic pay before superannuation of an employee is Rs 45,000 (denoted as P).
- (ii) The employee has a qualifying service (based on the number of months of contribution) of 25 years (300 months) or more (denoted as Q).
- (iii) All contributions of the employee have been credited regularly and there are no missing credits.
- (iv) The employee has opted for 'default pattern' of investment.
- (v) The employee did not make any partial withdrawals

**Scenario 1: The employee fulfils all conditions (i) to (v).**

- The value of the individual corpus of the employee at retirement is Rs 50,00,000 (10,000 units) (denoted as IC).
- The value of the benchmark corpus in this case should also be Rs 50,00,000 (10,000 units) (denoted as BC).
- The assured payout of the employee will be

$$= \left(\frac{P}{2}\right) \times \left(\frac{Q}{300}\right) \times \left(\frac{IC}{BC}\right) \text{ with the condition that;}$$

(i) if Q exceeds 300, it will be taken as 300.

(ii) if  $(P/2) \times Q/300$  is less than 10,000, it will be taken as 10,000.

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{50,00,000}{50,00,000}\right) = \text{Rs } 22,500 \text{ plus applicable Dearness Relief (DR).}$$

**NOTE:- In this case assured payout equals full assured payout**

**Scenario 2: The employee fulfils the conditions (i) and (iii) to (v).** The employee has a qualifying service (based on the number of months of contribution) of **15 years (180 months)**.

- The value of the individual corpus of the employee at retirement is Rs 30,00,000 (8,000 units) (denoted as IC).
- The value of the benchmark corpus will be Rs 30,00,000 (8,000 units) (denoted as BC).
- The assured payout of the employee will be

$$= \left(\frac{P}{2}\right) \times \left(\frac{Q}{300}\right) \times \left(\frac{IC}{BC}\right) \text{ with the condition that}$$

(i) if Q exceeds 300, it will be taken as 300.

(ii) if  $(P/2) \times Q/300$  is less than 10,000, it will be taken as 10,000.

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{180}{300}\right) \times \left(\frac{30,00,000}{30,00,000}\right) = \text{Rs } 13,500 \text{ plus applicable Dearness Relief (DR).}$$

**Scenario 3: The employee fulfils the conditions (i) and (iii) to (v).** The employee has a qualifying service (based on the number of months of contribution) of **10 years(120months)**.

- The value of the individual corpus of the employee at retirement is Rs 25,00,000 (10,000 units) (denoted as IC).
- The value of the benchmark corpus will be Rs 25,00,000 (10,000 units) (denoted as BC).



- The assured payout of the employee will be

$$\left(\frac{P}{2}\right) \times \left(\frac{Q}{300}\right) \times \left(\frac{IC}{BC}\right) \text{ with the condition that;}$$

(i) if Q exceeds 300, it will be taken as 300

(ii) if  $(P/2) \times Q/300$  is less than 10,000, it will be taken as 10,000.

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{120}{300}\right) \times \left(\frac{25,00,000}{25,00,000}\right) = \text{Rs } 9,000$$

which will be raised to the minimum assured payout of Rs 10,000 plus applicable Dearness Relief (DR), as the full value of the bench mark corpus has been deposited from the individual corpus to the pool corpus.

**Scenario 3(a): The employee fulfils the conditions (i), (iii) and (iv). The employee made partial withdrawals.** The employee has a qualifying service (based on the number of months of contribution) of **10 years(120 months)**.

- The value of the individual corpus of the employee at retirement is Rs 22,00,000 (8,800 units) (denoted as IC).
- The value of the benchmark corpus will be Rs 25,00,000 (10,000 units) (denoted as BC).
- The assured payout of the employee will be

$$\left(\frac{P}{2}\right) \times \left(\frac{Q}{300}\right) \times \left(\frac{IC}{BC}\right) \text{ with the condition that;}$$

(i) if Q exceeds 300, it will be taken as 300

(ii) if  $(P/2) \times Q/300$  is less than 10,000, it will be taken as 10,000.

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{120}{300}\right) \times \left(\frac{22,00,000}{25,00,000}\right) = \text{Rs } 8,800$$

In this case assured payout will be Rs. 8800 plus applicable Dearness Relief (DR), as full corpus has not been deposited from the individual corpus to the pool corpus

**Scenario 4: The employee fulfils the conditions (i), (ii), (iv) and (v). All contributions of the employee have not been credited regularly** and there are some missing credits which has not been made good/ arranged to be made good by the employee.

- The value of the individual corpus of the employee at retirement is Rs 45,00,000 (9,000 units) (denoted as IC).
- The value of the benchmark corpus is Rs 50,00,000 (10,000 units) (denoted as BC). The benchmark corpus has been worked out considering an average contribution for the missing credits.
- The assured payout of the employee will be

$$\left(\frac{P}{2}\right) \times \left(\frac{Q}{300}\right) \times \left(\frac{IC}{BC}\right) \text{ with the condition that;}$$

(i) if Q exceeds 300, it will be taken as 300

(ii) if  $(P/2) \times Q/300$  is less than 10,000, it will be taken as 10,000.

$$= \left(\frac{45,000}{2}\right) \times \left(\frac{300}{300}\right) \times \left(\frac{45,00,000}{50,00,000}\right) = \text{Rs } 20,250 \text{ plus applicable Dearness Relief (DR)}$$

**Scenario 5: The employee fulfils the conditions (i) to (iv). The employee made partial withdrawals**, the value of which, vis-à-vis the benchmark corpus, has not been recouped by the employee before retirement.

- The value of the individual corpus of the employee at retirement is Rs 40,00,000 (8,000 units) (denoted as IC).
- The value of the benchmark corpus is Rs 50,00,000 (10,000 units) (denoted as BC). The benchmark corpus will be worked out considering no partial withdrawals.
- The assured payout of the employee will be

$$\left(\frac{P}{2}\right) \times \left(\frac{Q}{300}\right) \times \left(\frac{IC}{BC}\right) \text{ with the condition that:}$$

(i) if Q exceeds 300, it will be taken as 300

(ii) if  $(P/2) \times XQ/300$  is less than 10,000, it will be taken as 10,000.

$$= \left( \frac{45,000}{2} \right) \times \left( \frac{300}{300} \right) \times \left( \frac{40,00,000}{50,00,000} \right) = \text{Rs } 18,000 \text{ plus applicable Dearness Relief (DR)}$$

**Scenario 6: The employee fulfils the conditions (i), (ii), (iii) and (v). The employee opted for investment choices in the individual corpus and the value of the individual corpus is higher than benchmark corpus**

- The value of the individual corpus of the employee at retirement is Rs 55,00,000 (11,000 units) (denoted as IC).
- The value of the benchmark corpus is Rs 50,00,000 (10,000 units) (denoted as BC). The benchmark corpus has been worked out based on 'default pattern' of investment.
- The assured payout of the employee will be

$$\left( \frac{P}{2} \right) \times \left( \frac{Q}{300} \right) \times \left( \frac{IC}{BC} \right) \text{ with the condition that ;}$$

(i) if Q exceeds 300, it will be taken as 300

(ii) if  $(P/2) \times XQ/300$  is less than 10,000, it will be taken as 10,000.

$$= \left( \frac{45,000}{2} \right) \times \left( \frac{300}{300} \right) \times \left( \frac{50,00,000}{50,00,000} \right) = \text{Rs } 22,500 \text{ plus applicable Dearness Relief (DR)}$$

In this case, the employee will get a credit of the excess value of individual corpus vis-à-vis benchmark corpus (i.e. Rs 5,00,000) in his designated bank account at retirement.

**Scenario 7: The employee fulfils the conditions (i), (ii), (iii) and (v). The employee opted for investment choices in the individual corpus and the value of the individual corpus is lower than benchmark corpus.**

**(a) If the employee does not recoup the individual corpus:**

- The value of the individual corpus of the employee at retirement is Rs 45,00,000 (9,000 units) (denoted as IC); as the employee did not recoup the value of the individual corpus vis-à-vis the benchmark corpus, owing to the investment choices exercised by the employee.
- The value of the benchmark corpus is Rs 50,00,000 (10,000 units) (denoted as BC). The benchmark corpus has been worked out based on 'default pattern' of investment.
- The assured payout of the employee will be

$$\left( \frac{P}{2} \right) \times \left( \frac{Q}{300} \right) \times \left( \frac{IC}{BC} \right) \text{ with the condition that;}$$

(i) if Q exceeds 300, it will be taken as 300

(ii) if  $(P/2) \times XQ/300$  is less than 10,000, it will be taken as 10,000.

$$= \left( \frac{45,000}{2} \right) \times \left( \frac{300}{300} \right) \times \left( \frac{45,00,000}{50,00,000} \right) = \text{Rs } 20,250 \text{ plus applicable Dearness Relief (DR)}$$

**(b) If the employee partially recoups the individual corpus:**

- The value of the individual corpus of the employee at retirement is Rs 45,00,000 (9,000 units) (denoted as IC); the employee recouped partially the individual corpus by Rs 2,50,000, so the corpus now stands at Rs.47,50,000 (9,500 Units).
- The value of the benchmark corpus is Rs 50,00,000 (10,000 units) (denoted as BC). The benchmark corpus has been worked out based on 'default pattern' of investment.
- The assured payout of the employee will be

$$\left( \frac{P}{2} \right) \times \left( \frac{Q}{300} \right) \times \left( \frac{IC}{BC} \right) \text{ with the condition that;}$$

(i) if Q exceeds 300, it will be taken as 300

(ii) if  $(P/2) \times XQ/300$  is less than 10,000, it will be taken as 10,000.

$$= \left( \frac{45,000}{2} \right) \times \left( \frac{300}{300} \right) \times \left( \frac{47,50,000}{50,00,000} \right) = \text{Rs } 21,375 \text{ plus applicable Dearness Relief (DR)}$$

**B. Illustrative examples of Lump Sum Payment on superannuation or VR after 25 years of qualifying service and retirement under FR 56(j)**

The Basic Pay at the time of retirement and Dearness Allowance have been assumed as under:

|   |                   |
|---|-------------------|
| Basic pay as on the date of superannuation or VR or retirement under FR 56(j) | <b>Rs. 45,000</b> |
| Dearness Allowance thereon @ 53%  | <b>Rs. 23,850</b> |
| Total emoluments  | <b>Rs. 68,850</b> |

$$\text{Lump sum amount} = \left(\frac{1}{10} \times 68,850\right) \times L = 6,885 \times L$$

Where **L** = number of six-monthly completed years of service based on the number of months for contribution to individual's pension corpus

**Amount of Lump Sum, depending upon the length of qualifying service:**

| 1/10 of emoluments (Rs) | Length of qualifying service (number of months of contribution) L | Number of completed 6 months | Amount of Lump sum (Rs) |
|-------------------------|---|------------------------------|-------------------------|
| 6,885                   | 10 years (120 months)   | 20                           | 1,37,700                |
|                         | 15 years (180 months)   | 30                           | 2,06,550                |
|                         | 20 years (240 months)   | 40                           | 2,75,400                |
|                         | 25 years (300 months)   | 50                           | 3,44,250                |
|                         | 30 years (360 months)   | 60                           | 4,13,100                |
|                         | 35 years (420 months)   | 70                           | 4,81,950                |

**NOTE:** No lump sum will be payable, if the service length is less than 10 years (less than 120 months of contribution), as Unified Pension Scheme is not applicable in such a case.

#### **Item No. 4 : Status of review of Recruitment Rules**

As per the direction of the Chairperson EC in the 110<sup>th</sup> EC meeting, to bring in expertise in reviewing the Recruitment Rules of EPFO a Committee has been formed engaging retired officials from other government departments vide Office Order No. HRD-I/03/2023/RR/Committee/1197 dated 08-01-2025 **(Annexure-A)** as under:

1. Shri Alok Saxena, Addl. Secretary (Retd.), MoH&FW - Member
2. Shri Alok Kumar, PCPO (Retd.), IRPS – Member
3. Shri Rajbir Singh, Under Secretary (Retd.), DoP&T – Convenor

The mandate of the Committee is to carry out a comprehensive review of the RRs of various cadres of EPFO and preparation of draft RRs to ensure conformity with the Central Government Rules and DoP&T guidelines. Also, the differences in the hierarchy and RRs of EPFO and ESIC will be examined.

So far, the Committee has conducted six meetings on 10-01-2025, 13-01-2025, 24-01-2025, 31-01-2025, 10-02-2025 and 13-02-2025.

During the initial meetings the committee was apprised of the structure and functioning of EPFO along with all the necessary documents regarding organisational chart, list of posts, sanctioned strength of various posts as well as the existing RRs of various cadres. The Committee has decided to follow a cadre-wise approach for the review of Recruitment Rules and accordingly has started the examination of the existing RRs. The Committee has also done deliberations with the Chairperson of the erstwhile internal committee for reviewing the RRs i.e. with Ms. Uma Mandal, ACC (Zone).

The Committee has finalised and submitted its report in respect of the Recruitment Rules for the Headquarters cadre and Field Office cadre as below:

**Headquarters Cadre-** Junior Secretariat Assistant, Senior Secretariat Assistant, Assistant Section officer and Section Officer.

**Field Office Cadre-** Multi Tasking Staff, Lower Division Clerk, Social Security Assistant, Section Supervisor and Enforcement/Accounts Officer.

**Proposal :** **The information as furnished above may be taken note of by the Executive Committee**



**कर्मचारी भविष्य निधि संगठन**  
**Employees Provident Fund Organisation**  
**(श्रम एवं रोजगार मंत्रालय, भारत सरकार)**

(MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)

**मुख्य कार्यालय/Head Office**

प्लेट ए, ग्राउंडफ्लोर, ब्लॉक-II, ईस्ट किडवाई नगर, नई दिल्ली-110023  
 Plate A, Ground Floor, Block II, East Kidwai Nagar, New Delhi-110023  
 Website: [www.epfindia.gov.in](http://www.epfindia.gov.in), [www.epfindia.nic.in](http://www.epfindia.nic.in)

**Annexure-A**



No.HRD-I/03/2023/RR/Committee /1197

Date:

08 JAN 2025

**Office Order**

**Subject: Constitution of a Committee to review the Recruitment Rules of various cadres of EPFO- Reg.**

The Secretary, MoL&E & Chairperson, EC in the 110<sup>th</sup> meeting of the Executive Committee of the CBT directed that a Committee be constituted for the examination, review and framing of Recruitment Rules of EPFO. Accordingly, Committee is constituted consisting of following members:

|    |   |   |          |
|----|---|---|----------|
| 1. | Shri Alok Saxena, Addl. Secretary (Retd.), MoH&FW | - | Member   |
| 2. | Shri Alok Kumar, PCPO (Retd.), IRPS               | - | Member   |
| 3. | Shri Rajbir Singh, Under Secretary(Retd.), DoP&T  | - | Convenor |

- The basic Terms of Reference of the Committee would be to carry out a comprehensive review of the Recruitment Rules of different cadres of EPFO and preparation of draft RRs to ensure conformity with the Central Government Rules and DoP&T guidelines. Also, the differences in the hierarchy and RRs of EPFO and ESIC may be examined.
- The amount of Sitting fees for attending the meeting of the Committee in respect of Non-Official members of the Committee shall be in accordance with the MOF, DOE OM No. 19047/10/2016-E-IV dated 12.04.2017 i.e. Rs. 4000/- per day of sitting fee subject to a ceiling of 10 meetings in a month.
- HRD Division of Head Office is assigned the co-ordinating role.
- The Committee shall finalise the draft RRs and report in a time bound manner.

(Saurabh Tripathi)  
 RPFC-I (HRD-I)

To:

- The concerned members
- PS to CPFC

(Saurabh Tripathi)  
 RPFC-I (HRD-I)



## **Item No. 5: Status Report of the Committee on Delegation of Administrative/Financial Powers**

The Committee for reviewing the delegation of administrative and financial powers to HO (Head Office), PDNASS (Pandit Deendayal Upadhyaya National Academy of Social Security), ZO (Zonal Offices), ZTI (Zonal Training Institutes), and RO (Regional Offices) was constituted vide office order number HRD/7/2022/delegation of powers/1145 dated 05.11.2024. The committee's mandate is to propose improvements or amendments to the existing delegation of administrative and financial powers.

2. The committee held around 12 sittings. During these sessions, they reviewed various documents, including the Compendium (Parts I & II) on the schedule of administrative and financial powers, circulars issued by various divisions subsequent to the preparation of the compendium, and the DFPR (Delegation of Financial Powers Rules) 2024 circulated by the Department of Expenditure (DoE) in March 2024. Subsequently, the Committee has submitted the Report on **Delegation of Financial Powers**. The report is being reviewed by HR and IFD Divisions of Head Office.

3. Furthermore, the committee after thorough examination of the current delegation framework and taking into account various factors, such as the operational requirements of the different divisions and the evolving organizational needs, submitted their final report on **Delegation of Administrative Powers**. The same is under examination.

4. The report on Delegation of Financial Powers and report on Delegation of Administrative Powers are enclosed as Annexure I & II respectively. These reports are being placed for information only and approval will be sought after detailed examination and concurrence of IFD.

**Proposal:** The status note as above is placed for the information of the Executive Committee, CBT, EPF.

**DELEGATION OF FINANCIAL POWERS**

| <b>A. REVENUE EXPENDITURE</b>                    |                 |  |  |   |                  |
|--|-----------------|--|--|---|------------------|
| <b>Object Class 1- Compensation to Employees</b> |                 |  |  |   |                  |
|  | <b>Heads</b>    | <b>Description</b>   | <b>Proposed</b>  | <b>Existing</b>   | <b>Reference</b> |
| 1  | <b>Salaries</b> | It will include pay of the Government employees as defined under FR 9(21), honorarium to Government servant and stipend to interns, if any. It will also include expenditure on emoluments and allowances including Sumptuary Allowance, salary payable to the staff of Departmental canteens and leave encashment on LTC. |  |   |                  |
| A  |                 | Drawl and disbursement of Pay and Allowances of Officers and staff   | <b>RPFC-II / APFC (Admin / HRM), HO / PDUNASS / ZO / ZTI / RO:</b><br>Full powers<br><br>Subject to not exceeding the sanctioned strength for the office concerned. Wherever sanctioned strength is exceeded, approval of OIC shall be obtained. | APFC, ADM   |                  |
| B  |                 | Sanctioning provisional payment of pay pending receipt of LPC  | <b>RPFC-II / APFC (Admin / HRM), HO / PDUNASS / ZO / ZTI / RO:</b><br>Full powers  | RPFC, RO / SRO  |                  |
| C  |                 | To sanction the undertaking of work for which an honorarium is offered and the grant or acceptance of honorarium [FR.46(B)]  | (a) <b>CPFC:</b> Full Powers<br>(b) <b>ACC Zones / ACC ASD / - Full powers for Group-A officers</b>  | a) CPFC: Full powers up to a maximum of Rs. 2500 in each case Subject to a report to the Board of Trustees<br>b) RPFC-RO/SRO upto a maximum of Rs 500/- |                  |

|   |              |  |  |  |  |
|---|--------------|--|--|--|--|
|   |              |  | <b>RPFC-I of ASD (HO) RO/ZO/ZTI/RPFC-II(OIC) of RO -Full powers for Group-B &amp; C- subject to the rules and instructions regarding grant of such special pay laid down by the Central Government from time to time for this purpose</b>                                      |  |  |
| D |              | To sanction undertaking of work for which a fee is offered and the acceptance of the fee (SR.11) | <p><b>(a) CPFC : Full Powers subject to observance of the instructions issued from time to time.</b></p> <p><b>(b) ACC Zones/ACC ASD/ - Full powers for Group-A officers</b></p> <p><b>For Group-B &amp; C- RPFC-I of RO/ZO/ZTI/ASD and RPFC-II(OIC) of RO-Full Powers</b></p> | <b>of Rs. 3,000 in each case. In the case of recurring fee this limit applies to the total of the recurring payments made to an individual in a year.</b>  |  |
| 2 | <b>Wages</b> | It will include wages of labourers and of staff at present paid out of contingencies.            | <p><b>RPFC-II/APFC ASD/ZO/RO/ZTI/PDNASS/DO- Full Powers</b></p> <p><b>Subject to instructions issued from time to time in this regard in consultation with the internal finance and availability of budgetary provision</b></p>  | <p><b>CPFC – Full Powers</b></p> <p><b>1. Addl. CPFC / Director (NATRSS) –</b><br/>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p><b>2. RPFC (ASD/RO)</b></p> <p><b>3. Dy. Director (ZTIs) –</b><br/>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p><b>4. RPFC -ADM (NATRSS/SRO/SAO)</b></p> <p><b>5. APFC – (SRO/SAO/ASD)</b></p> <p><b>6. APFC-ADM (NATRSS/ZTIs) -</b></p> |  |



|   |                          |  |   |   |  |
|---|--------------------------|--|---|---|--|
|   |                          |  |   | <p>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision, provided the engagement of staff paid from "Staff paid from contingencies" is duly approved by the R.C.-I of the Region.</p> <p><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004</p> |  |
| 3 | <b>Rewards</b>           | It will include rewards under a scheme given to the CBT employees in addition to their pay and allowances. It will also include payment of bonus and cash awards for Hindi Pratiyogita, etc. | <b>CPFC: Full Powers.</b>   |   |  |
| 4 | <b>Medical Treatment</b> | It will include amount paid towards medical reimbursements /treatment of the Government employees/pensioners.  |   |   |  |
| A |                          | Reimbursement of Medical Expenses as admissible under the CGHS / C.S. (MA) Rules as amended from time to time.   | <b>RPFC-II / APFC Admin, ASD/RO/ZO/ZTI/PDUNASS - Full Powers</b>  | <b><u>Full powers in respect of all officers and staff including himself</u></b>  |  |
| B |                          | Reimbursement of medical expenses in relaxation of CGHS / CS (MA) Rules  | <p><b>(a) CPFC: Full Powers.</b></p> <p><b>(b) ACC-HQRS-HR: Group A Officers upto the level of ACC</b></p> <p><b>(c) Director, PDUNASS- All Group A officers under his jurisdiction</b></p> |   |  |

|   |                   |   |   |                  |  |
|---|-------------------|---|---|------------------|--|
|   |                   |   | <p>(d) ACC, Zone / ASD /: All Group A officers under their jurisdiction</p> <p>(e) OIC (RO) / RPFC-I PDUNASS / ZO / ASD / ZTI- Full powers for B &amp; C officials within the jurisdiction.</p> <p><b>Subject to observance of rules / instructions issued by GOI / HO from time to time.</b></p> |                  |  |
| 5 | <b>Allowances</b> | <p>It will include as applicable the Dearness Allowance, House Rent Allowance, Transport Allowance, Foreign Allowance, Deputation (Duty) Allowance, Personal Pay, Family Planning Allowance, Special Compensatory (Hill Areas) Allowance, Tribal Area Allowance, Hard Area Allowance, Headquarter Allowance, Overtime Allowance, Children Education Allowance, Reimbursement of Tuition Fee, Ration Allowance, Cost of Ration given in cash, Constituency Allowance, Uniform and Clothing Allowance, Entertainment Allowance, Project Allowance, Special Compensatory (Remote Locality) Allowance, Bad Climate Allowance, Washing Allowance, Special (Duty) Allowance, Night Duty Allowance, Risk Allowance, Sunderban Allowance, Cash Handling Allowance, Caretaking Allowance, Split Duty Allowance</p> | <p>RPFC-II/ APFC Admin, HO/PDUNASS/RO/ZO/ZTI- Full Powers subject to not exceeding the sanctioned strength for the office concerned. Wherever sanctioned strength is exceeded, approval of OIC shall be obtained.</p>   | <b>APFC, ADM</b> |  |

|   |                                |   |   |  |                          |
|---|--------------------------------|---|---|--|--------------------------|
|   |                                | and any other allowance in addition to above which is payable to the employees in addition to their pay.  |   |  |                          |
| 6 | <b>Leave Travel Concession</b> | It will include air/rail/bus fare/fare of any other mode of transport entitled under LTC Rule.  |   |  |                          |
| A |                                | Sanction of LEAVE TRAVEL CONCESSION   | (a) CPFC : Full Powers.<br>(b) HO / ZO / PDUNASS / RO / ZTI: Immediate Supervisory Authority not below the rank of APFC<br>(c) DD Vig. / DD Audit: Full powers in respect of officials under their jurisdiction.  |  |                          |
| B |                                | Sanction Advance for Leave Travel Concession  | <b>RPFC-II / APFC / ASD/RO/ZO/ZTI/PDUNASS-Full Powers</b>   |  |                          |
| 7 | <b>Training Expenses</b>       | It will include expenditure on cost of training such as fees paid, contingencies, materials, etc., for participating in the training, workshops but exclude expenditure on domestic or foreign travel expenses. | (a) CPFC - Full Powers<br>(b) ACC (ASD) -Full Powers for Group B& C officials posted in Head Office<br>(c) Director PDUNASS/Zonal ACC –Full powers for Group B & C officials posted in their respective jurisdictions<br><br>Subject to adherence to GoI / HO instructions issued from time to time |  |                          |
| 8 | <b>Advances from the Fund</b>  | It will include House Building advance, purchase of conveyance, Festival, natural calamities, family of an  | RPFC-II/APFC Admin-HO/PDUNASS/ZTI/ZO/RO-Full Powers   |  | <b><u>Compendium</u></b> |

|   |                           |   |  |  |  |
|---|---------------------------|---|--|--|--|
|   |                           | employee, who dies while in service, one month's pay and TA to an employee on transfer and advances on tours, to alter the term of Re-payment of advances   |  |  |  |
| <b>Object Class II-Social Security of Employees</b> |                           |   |  |  |  |
| 9   | <b>Pensionary Charges</b> | It will include all pensionary benefits including payment of pensions and gratuity in all forms to the Government employees, It will also include contributions to contributory provident funds and payment of leave encashment at the time of retirement or death, termination of service, etc. It will also include Government's contribution payable under National Pension System (NPS) for Government employees.<br>This will, however, not include social security expenditure such as old age pension. | <ul style="list-style-type: none"> <li>(a) CPFC: Full powers</li> <li>(b) ACC-HQRS-HR: Full powers in respect of officers in the rank of ACCs (HO / Zone/ PDUNASS)</li> <li>(c) Director, PDUNASS for officials in the rank of ACC and below in PDUNASS/ ZTIs</li> <li>(d) ACC, Zone in respect of RPFC-I level officers within the Zone</li> <li>(e) ACC, ASD for officials in the rank of RPFC-I and below in HO</li> <li>(f) RPFC-I-RO: Full powers in respect of officers in the rank of RPFC-II and below in the Region</li> </ul> <p>Subject to the rules issued from time to time in this regard.</p> |  |  |
| 10  |                           | Advances from Staff provident Fund  | RPFC-II/APFC Admin<br>PDUNASS/ZTI/HO/ZO/RO- Full<br>Powers   |  |  |

| <b>Object Class III - Goods and Services</b> |                                 |  |   |  |                          |
|--|---------------------------------|--|---|--|--------------------------|
| <b>11</b>                                    | <b>Domestic Travel Expenses</b> | It will include travel expenses on official tours and transfers of the Government employees within India. This will also include expenditure on TA/ DA to non- official members on account of travel in India. It will also include transfer TA payable to pensioners at the time of retirement. | <p>CPFC-Full Powers including his own case<br/><i>Director, PDUNASS- Full powers for all Officers upto the level of ACC in PDUNAS &amp; ZTI</i></p> <p>Addl CPFC ASD-Full Powers upto the grade of RPFC-II Working in the Head Office</p> <p><i>Zonal ACC- Full Powers in respect of all officers and staff working in Zonal Office / Regional office</i></p> <p><i>ACC Vigilance – for all officers upto ACC level and staff working in Vigilance wing</i></p> <p>RPFC-I/RPFC-II (OIC)RO/ZO/ZTI/ASD- Full Powers in respect of all the officers/Staff in his office</p> <p>RPFC-II/APFC Adm HO/ZO/ZTI/RO - Full Powers in respect of Group-C Posts</p> <p>Dy Director Vigilance for all officers/staff in vigilance wing including his own TA claims</p> | <p>CPFC-Full Powers including his own case</p> <p>Addl CPFC-Full Powers upto the grade of RPFC-II Working in the Central; Office</p> <p>RPFC-RO/SRO/ APFC SRO- Full Powers in respect of all the officers in his office</p> <p>APFC Adm- Full Powers in respect of Group-C and D Posts</p> <p>RPFCs in charge of the Region and RPFCs in charge of the SRO and RPFC-I and other officers of equivalent or Higher Rank in Central Office are authorised to countersign their own TA claims.</p> <p>Dy Director Vigilance for all officers/staff in vigilance wing including his own TA claims</p> | <b><u>Compendium</u></b> |

|    |                                |   |   |  |                   |
|----|--------------------------------|---|---|--|-------------------|
|    |                                |   | <p>The officers competent to approve TA bills shall countersign their own TA bills.</p> <p><b><i>Subject to adherence to guidelines and GOI / HO instructions issued from time to time.</i></b></p>   |  |                   |
| 12 | <b>Foreign Travel Expenses</b> | <p>It will include expenses on official tours and transfers of the Government employees outside India. This will also include expenditure on TA/ DA to non- official members going on official tour abroad.</p> | <p>(a) <b>CPFC-Full powers</b><br/> (b) <b>ACC – HQ (HR) –Full powers for all Officers upto the level of RPFC-I</b><br/> (c) <b>Director, PDUNASS/ Zonal ACC- All RPFC-II working in the Zone and all officers and staff working in Zonal Office / Regional office / PDUNASS.</b><br/> (d) <b>RPFC-I, ASD (HO) / RPFC-I RO / RPFC-II (OIC), RO / RPFC-I (PDUNASS&amp;ZTIs): All Group B and C officials posted under their respective jurisdictions.</b></p> <p><b>Subject to adherence to guidelines and GOI / HO instructions issued from time to time.</b></p> |  | <b><u>New</u></b> |
| 13 | <b>Office Expenses</b>         | <p>It will include all recurring and non-recurring contingent expenses incurred for the maintenance of office establishment such as, stationery, postage charges,</p>   |   |  |                   |

|  |  |   |  |  |  |
|--|--|---|--|--|--|
|  |  | <p>courier charges, telephone charges, internet charges, cable connection charges, electricity charges, water charges, service agreements, security, expenditure relating to hiring of retired Government servants on short term contract basis, outsourced office attendants, office assistants/ Data Entry Operators(DEO), house-keeping, liveries/uniforms, hot and cold weather charges, pest control, refreshment, books and periodicals, hospitality expenses including entertainment of foreign delegates, gifts and souvenirs and conferences/seminars/workshops/meetings convened by office including all related expenses on study material/ kits, refreshments, study tours, etc. It will also include purchase of office equipment, furniture and fixtures not exceeding the threshold limit of one lakh rupees or three years of useful life, either of the two, as decided by the Government from time to time. The office equipment and furniture and fixtures exceeding the threshold limit as decided by the Government from time to</p> |  |  |  |
|--|--|---|--|--|--|

|   |  |   |  |   |  |
|---|--|---|--|---|--|
|   |  | time should be classified as 'capital' expenditure under the relevant Object Head 'Machinery and Equipment' and 'Furniture and Fixtures'. Purchase of vehicles, however, irrespective of its usage (office or otherwise) should be classified as 'capital' expenditure under the relevant capital Object Head 'Motor Vehicles'. |  |   |  |
| A |  | <b>Postage and Telegraphs</b>   | RPFC-II/APFC (ASD), HO / PDNASS / ZO / RO / ZTI: Full powers in respect of Government Agencies   |   |  |
| B |  | <b>Payment of electricity, gas and water charges</b>  | RPFC-II/APFC ASD/ZO/RO/ZTI/PDNASS/DO- Full Powers<br><br>Subject to instructions issued from time to time in this regard in consultation with the internal finance and availability of budgetary provision | <b>CPFC – Full Powers</b><br><br><b>1. Addl. CPFC / Director (NATRSS) –</b><br>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.<br><b>2. RPFC (ASD/RO/SRO/SAO)</b><br><b>3. RPFC-ADM (NATRSS)</b><br><b>4. Dy.Director (ZTIs)</b><br>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.<br><b>5. APFC (SRO/SAO/ASD)</b><br><b>6. APFC-ADM (NATRSS/ZTIs) -</b><br>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision. |  |



|   |  |   |   |  |  |
|---|--|---|---|--|--|
|   |  |   |   | <b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004  |  |
| C |  | <b>Payment of telephone charges.</b>                              | <p>RPFC-II/APFC ASD/ZO/RO/ZTI/PDNASS/DO: Full Powers</p> <p>Subject to instructions issued from time to time in this regard in consultation with the internal finance and availability of budgetary provision</p> | <p>CPFC – Full Powers</p> <p>1. Addl. CPFC / Director (NATRSS) – Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p>2. RPFC (ASD/RO/SRO/SAO/ADM)</p> <p>3. RPFC-ADM (NATRSS)</p> <p>4. Dy. Director (ZTIs) –</p> <p>5. APFC – SRO/SAO/ASD/ADM)</p> <p>6. APFC-ADM (NATRSS/ZTIs) -</p> <p>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p>Authority: WSU/28(1)2003/delegation dated 13.04.2004</p> |  |
| D |  | <b>To sanction Internet connectivity / Telephone installation</b> | <p>RPFC-II / APFC ASD / ZO / RO / ZTI / PDNASS / DO: Full Powers</p> <p>Subject to instructions from Headquarters issued from time to time.</p>   | <p>To sanction Telephone installations :</p> <p>CPFC – Full powers with concurrence of Internal Finance of EPFO.</p> <p>1. Addl. CPFC / Director (NATRSS)</p> <p>Full powers subject to instructions issued from time to time in this regard in consultation with the internal Finance and Availability of budgetary provision.</p> <p>2. RPFC (RO/ASD)</p> <p>3. RPFC-ADM (NATRSS)</p> <p>4. Dy. Director, (ZTIs)-</p>  |  |

|   |  |                               |   |  |  |
|---|--|-------------------------------|---|--|--|
|   |  |                               |   | <p>Full powers subject to instructions issued from time to time in this regard in consultation with the internal Finance and Availability of budgetary provision.</p> <p>Authority: WSU/28(1)2003/delegation dated 13.04.2004</p>  |  |
| E |  | <b>Meetings / Conferences</b> | <ul style="list-style-type: none"> <li>a) CPFC: Full Powers</li> <li>b) ACC-HQ (HR) / Director, PDNASS: Full Powers</li> <li>c) Zonal ACC / ACC, ZTI / (ASD) HO: Rs.15 lakhs per case</li> <li>d) RPFC-I, RO / PDNASS/ZTI: Rs.5 Lakhs per case</li> <li>e) RPFC-II, RO/ZO/ZTI/PDNASS- Rs. 2 Lakh per case</li> <li>f) APFC Admin: ZO/RO/PDNASS/ZTI- Rs.1 Lakh per case</li> </ul>   |  |  |
| F |  | <b>Purchase of Stationery</b> | <ul style="list-style-type: none"> <li>a) RPFC-I, RO / ZO / ASD / ZTI / RPFC-II (OIC), RO – Full Powers</li> <li>b) RPFC – II, RO / ZO / ASD / ZTI – Rs. 10 lakhs in each case</li> <li>c) APFC, RO /ZO / ASD / ZTI – Rs. 5 lakhs in each case</li> </ul> <p>Subject to observance of GFR provisions / general or special instructions contained in the "Rules for the supply and use of stationery stores" and other instructions issued by the Government / Head office</p> | <p><b>CPFC –</b></p> <p>Full powers subject to the stipulation that the purchase of stationery and printing will be done at the competitive rates by obtaining quotations.</p> <p>Purchase of Stationery through Central /State Government Stationary Departments/Agencies, including 'registered Suppliers at DGS&amp;D rate contract.'</p> <p>Addl. CPFC/Director (NATRSS)<br/> RPFC (RO/ASD/Adm. (NATRSS) Dy. Dir (ZTIs)/RPFC (SRO/SAO/Adm.) APFC (SRO/SAO/Adm.) APFC (Adm.) NATRSS / ZTI –</p> |  |

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|  |  |  | <p>from time to time and availability of budget along with financial concurrence.</p> | <p>Full powers, subject to observance of GFR provisions and instructions issued from time to time in this regard, in consultation with internal finance and availability of budgetary provisions.</p> <p>To sanction expenditure on non-recurring contingent charges for the purchase of Stationery in emergent cases.</p> <p><b>1. Addl CPFC/Director (NATRSS) –</b><br/>Rs.1.50 Lakhs in each case subject to observance of GFR Provisions and budget provisions of the concerned office along with financial concurrence. (These powers shall be exercised subject to the general or special instructions contained in the 'Rules for the supply and use of stationery stores' and other instructions issued by the Government / Head Office time to time.)</p> <p><b>2. RPFC (RO/ASD)</b><br/><b>3. RPFC-ADM (NATRSS)</b><br/><b>4. Dy. Director (ZTIs)</b></p> <p>Rs.50,000 in each case subject to observance of GFR Provisions and budget provisions of the concerned office along with financial concurrence. (These powers shall be exercised subject to the general or special instructions contained in the 'Rules for the supply and use of stationery stores' and other instructions issued by the Government / Head Office time to time.)</p> <p><b>5. RPFC (SRO/SAO/ADM)</b><br/>Rs.25,000 in each case subject to observance of GFR Provisions and budget provisions of</p> |  |
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|   |  |   |   | <p>the concerned office along with financial concurrence. (These powers shall be exercised subject to the general or special instructions contained in the 'Rules for the supply and use of stationery stores' and other instructions issued by the Government / Head Office time to time.)</p> <p><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004</p>  |  |
| G |  | <b>Hiring of Vehicle</b>  | <p><b>(a) RPFC-II RO / ZO / ASD / ZTI:</b> Full Powers</p> <p><b>(b) APFC HRM / Admin), RO / ZO / ASD / ZTI-</b> Upto Rs. 10 Lakh per annum per case</p>  | <p>RPFC in charge of Regions/SROs/NATRSS/ZTIs/ASD – Full powers subject to observance of GFR provisions in consultation with Internal Finance subject to budgetary provisions.</p> <p>Authority:<br/>HRM-8/V/6(1)2011/Hiring Vehicle/4241 dated 21.05.2012</p>  |  |
| H |  | <b>Entering into contract with private agencies – AMC / Outsourcing, etc.</b> | <p><b>Additional CPFC HQ/Director NATRSS/ACC, ZONE/ZTI</b></p> <p><b>RPFC -I- ASD/RO/ZO/ZTI- Full Powers</b></p> <p><b>RPFC-II, OIC RO- Full Powers</b></p> <p>Subject to adherence to GFR / instructions issued by GOI and HO from time to time and concurrence of Internal Finance.</p> | <p><b>Additional CPFC/Director NATRSS</b></p> <p><b>RPFC ASD/RO/ZO</b></p> <p><b>Dy Director ZTI- Full Powers</b></p> <p><b>RPFC Admin/NATRSS/SRO/SAO</b></p> <p><b>APFC SRO/SAO/ASD</b></p> <p><b>APFC ADM/NATRSS/ZTI-Full Powers</b></p> <p><b>subject to instructions issued from time to time in consultation with the internal finance and availability of budgetary provision provided the engagement of staff paid from contingencies is duly approved by the RPFC-I of the Region</b></p> | <p><b><u>Delegation dated 25.09.2006</u></b></p> |

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| 14 | <b>Rent, Rates and Taxes for Land and Buildings</b> | It will include expenditure on rent for buildings (non-residential or residential or structures other than buildings), municipal rates and taxes and lease charges for rented land and buildings, the ownership of which is not transferable to CBT. However, lease charges for land and buildings, the ownership of which is transferable to Government, will be classified as 'capital' expenditure under the relevant Object Heads 'Land' and 'Buildings and Structures'. |  |   |  |
| A  |   | <b>Hiring of accommodation for the Headquarters, Regional and other offices from Govt / Semi Govt Authorities / Local Bodies / PSUs / Autonomous Bodies</b>  | <b>CPFC-Full Powers ACC, Zone / Director, PDNASS/ZTI/ASD</b> – Rs. 20 lakhs per month in each case<br>a) <b>RPFC – I, RO / ZTI/ASD/ZO</b> – Rs. 10 Lakh per month in each case<br>b) <b>RPFC-II, RO/ZO/ZTI/ASD-</b> Rs. 5 Lakh per month in each case<br>subject to the following conditions:<br>a. Wherever CPWD operates it shall invariably be consulted as to the reasonableness for the rent<br>b. Where the CPWD does not operate or fails to certify reasonableness of the rent proposed within a reasonable period of 30 days, the authority | <b>For hiring of office accommodation from Govt./Semi Govt./ PSU/Local Body etc.</b><br><br><b>CPFC –</b><br>Full Powers<br><br><b>Additional CPFC (HQ) / Addl. CPFC (Zone) -</b><br>Rs.5.00 (Five) Lakhs per month in each case in all cities where the offices of the EPFO are located subject to the following conditions.<br><br><b>RPFC-I</b><br>Rs.1.00 (One) Lakh per month in each case in all cities where the offices of the EPFO are located subject to the following conditions.<br><br>(a) Wherever CPWD operates it shall invariably be consulted as to the reasonableness of the rent. |  |

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|   |  |  | <p>hiring the accommodation should avail the assistance of the local Public Works Department or Rent Control Authority or State Revenue Department/Internal PFD and obtain a certificate of reasonableness of rent from such local authorities.</p> <p>c. No fair rent certificate is required for hiring of building, in case it is owned by Central/State Government.</p> <p>Subject to observance of GFR Provisions and instructions issued from time to time in this regard by HO in consultation with internal finance and availability of budget provisions.</p> | <p>(b) Wherever the CPWD does not operate the authority hiring the accommodation should avail of the assistance of the local Public Work Department of Rent Control Authority or State Revenue Department and obtain a certificate of reasonableness of rent from such local authorities.</p> <p>(c) Where the accommodation is hired exclusively for office, the area of the accommodation shall not exceed what is admissible by more than 20 percent.</p> <p><b>Authority:<br/>HRD/51/Delegation of Powers/PID/796 dated 09.03.2023</b></p> |  |
| B |  | <b>Hiring of accommodation for the Headquarters, Regional and other offices from agencies other than above</b> | <p>a) <b>CPFC-Full Powers</b></p> <p>b) <b>DIRECTOR PDNASS, ACC -ZO/ZTI/ASD-</b> 2 Lakhs per month</p> <p>c) <b>RPFC-I RO/ZO/ZTI/ASD/ PDNASS-</b> Rs. 1 Lakh Per month</p> <p>d) <b>RPFC-II - RO/ZO/ZTI/ASD/ PDNASS-</b> Rs. 50,000 Per month</p> <p>Subject to certification from OIC regarding non-availability of suitable accommodation from Govt/Semi</p>   | <p><b>For hiring of office accommodation from Private party.</b></p> <p><b>CPFC -</b><br/>Full powers</p> <p><b>Addl. CPFC (HQ) (Zone)/Director PDNASS/ACC (Zone)/ACC (ZTI) ;</b><br/>Rs.1,00,000/- Per month in each case in all cities where the offices of the EPFO are located subject to the following conditions:</p> <p>(a) Wherever CPWD operates it shall invariably be consulted as to the reasonableness of the rent.</p>   |  |

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|   |  |  | <p>Govt Authorities/Local Bodies/PSUs/Autonomous Bodies.</p> <p>Subject to observance of GFR Provisions and instructions issued from time to time in this regard by HO in consultation with internal finance and availability of budget provisions.</p>              | <p><b>(b)</b> Wherever the CPWD does not operate the authority hiring the accommodation should avail of the assistance of the local Public Work Department of Rent Control Authority or State Revenue Department and obtain a certificate of reasonableness of rent from such local authorities.</p> <p><b>(c)</b> Where the accommodation is hired exclusively for office, the area of the accommodation shall not exceed what is admissible by more than 20 percent.</p> <p><b>Authority:</b><br/>HRD/51/Delegation of Powers /PID/796 dated 09.03.2023</p>   |  |
| C |  | <p><b>Cantonment Taxes, Municipal Corporation Taxes, Ground Rent, lease charges for rented land and buildings etc.</b></p> | <p><b>RPFC-II / APFC, ASD (HO) / PDUNASS / ZO / ZTI / RO / DO:</b><br/>Full Powers</p> <p><b>Subject to adherence to instructions issued from time to time in this regard in consultation with the internal finance and availability of budgetary provision.</b></p> | <p><b>1. CPFC - Full Powers</b></p> <p><b>2. Addl. CPFC / Director (NATRSS) –</b><br/>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p><b>3. RPFC (ASD/RO/SRO/SAO)</b></p> <p><b>4. RPFC-ADM (NATRSS)</b></p> <p><b>5. Dy. Director (ZTIs)</b><br/>Full powers subject to instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p><b>6. APFC (SRO/SAO/ASD)</b></p> <p><b>7. APFC-ADM (NATRSS/ZTIs) -</b><br/>Full powers subject to instructions issued from time to time in this regard in consultation with the</p> |  |

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|    |                                 |   |   | internal finance and Availability of budgetary provision.<br><br><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004  |  |
| 15 | <b>Printing and Publication</b> | It will include expenses on printing of valuables, printing of audit and accounts reports, forms, stationery, office codes, manuals and other documents, newspaper and magazines including e-books, e-magazines, digital printing, pen drive, CD, etc., but exclude expenses on printing of publicity material which shall be classified under Advertising and Publicity. |   |   |  |
| A) |                                 | Sanction of expenditure for printing of forms etc. where the printing is executed through Central / State Government directorate of printing or other Central / State Government Agencies/GeM.  | <b>RPFC-II / APFC, RO / ZO / ASD / ZTI:</b> Full Powers | <p>CPFC –<br/>Full Powers subject to budgetary provision with concurrence of Internal Finance of EPFO.</p> <ol style="list-style-type: none"> <li>1. Addl. CPFC /Director (NATRSS) –</li> <li>2. RPFC (ASD?RO/SRO/SAO)</li> <li>3. RPFC-ADM (NATRSS)</li> <li>4. Dy. Director (ZTIs)</li> <li>5. APFC (SRO/SAO/ASD)</li> <li>6. APFC-ADM (NATRSS/ZTIs)</li> </ol> <p>Full powers subject to budget provisions with concurrence of Internal Finance and instructions issued in this regard from time to time.</p> <p><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004</p> |  |



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| B |  | Sanction of expenditure for printing of forms etc. where the printing is executed through private agencies in emergent cases. | <b>RPFC-II / APFC, RO / ZO / ASD / ZTI:</b> Full Powers | <p>CPFC –<br/>Full powers subject to the stipulation that the printing will be done at the competitive rates by obtaining quotations through open market with concurrence of Internal Finance of EPFO.</p> <p>1. Addl. CPFC / Director (NATRSS) –<br/>Up to Rs.1.50 Lakhs Per Annum for recurring and Rs.25,000/- in each case for non-recurring items for Head office/Zone/NATRSS subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with the Internal Finance and Availability of budgetary provision.</p> <p>2. RPFC (RO/ASD)<br/>3. RPFC-ADM (NATRSS)<br/>4. Dy. Director (ZTIs)<br/>Up to Rs.75,000 Per Annum for recurring and Rs.15,000/- in each case for non-recurring items for Head office/Zone/NATRSS subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with the Internal Finance and Availability of budgetary provision.</p> <p>5. RPFC (SRO/SAO/ADM) -<br/>Up to Rs.25,000 Per Annum for recurring and Rs.15,000/- in each case for non-recurring items for RO/SRO/SAO subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with the Internal Finance and Availability of budgetary provision.</p> <p>Authority: WSU/28(1)2003/delegation dated 13.04.2004</p> |  |
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| C  |                                | Publication   | a) ACC-HQ (HR) / Director, PDNASS: Full Powers<br>b) Zonal ACC / ACC (ASD), HO /ACC, ZTI: Rs.10 lakhs per case<br>c) RPFC-I, RO / ZO / ASD / ZTI / RPFC-II (OIC), RO: Rs. 5 lakhs per case<br>d) RPFC-II, RO / ZO / ASD / ZTI: Rs.3 lakhs per case<br>e) APFC, RO / ZO / ASD / ZTI: Rs. 1 Lakh per case<br>f) |  |  |
| 16 | <b>Rent<br/>others<br/>for</b> | It will include expenses on rent for equipment and other various items like office equipment, transport, computer and ancillary equipment, communication equipment, air-conditioning, heating and refrigerating equipment, security equipment, broadcasting and recording equipment, construction equipment, furniture and fixtures. It will also include lease charges for equipment and other items, the ownership of which is not transferable to CBT. However, lease charges for equipment and other items, the ownership of which is transferable to Government will be classified as 'capital' expenditure under the relevant Object Heads. | a) ACC-HQ (HR) / Director, PDNASS: Full Powers<br>b) Zonal ACC / ACC (ASD), HO /ACC, ZTI: Rs.10 lakhs per case<br>c) RPFC-I, RO / ZO / ASD / ZTI / RPFC-II (OIC), RO: Rs. 5 lakhs per case<br>d) RPFC-II, RO / ZO / ASD / ZTI: Rs.3 lakhs per case<br>e) APFC, RO / ZO / ASD / ZTI: Rs. 1 Lakh per case       |  |  |

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| 17 | <b>Materials and Supplies</b> | It will include expenses on various kinds of supplies, materials and stores etc., such as., educational supplies, spare parts, clothing and tentage. | <p>a) <b>RPFC-I, RO / ZO / ASD / ZTI / RPFC-II (OIC), RO</b> – Full Powers</p> <p>b) <b>RPFC – II, RO / ZO / ASD / ZTI</b> – Rs. 10 lakhs in each case</p> <p>c) <b>APFC, RO /ZO / ASD / ZTI</b> – Rs. 5 lakhs in each case</p> <p>Subject to observance of GFR provisions / general or special instructions contained in the "Rules for the supply and use of stationery stores" and other instructions issued by the Government / Head office from time to time and availability of budget along with financial concurrence.</p> | <p><b>CPFC –</b><br/>Full powers subject to the stipulation that the purchase of stationery and printing will be done at the competitive rates by obtaining quotations.</p> <p>Purchase of Stationary through Central /State Government Stationary Departments/Agencies, including 'registered Suppliers at DGS&amp;D rate contract.'</p> <p>Addl. CPFC/Director (NATRSS)<br/>RPFC (RO/ASD/Adm. (NATRSS) Dy. Dir (ZTIs)/RPFC (SRO/SAO/Adm.) APFC (SRO/SAO/Adm.) APFC (Adm.) NATRSS / ZTI –</p> <p>Full powers, subject to observance of GFR provisions and instructions issued from time to time in this regard, in consultation with internal finance and availability of budgetary provisions.</p> <p>To sanction expenditure on non-recurring contingent charges for the purchase of Stationery in emergent cases.</p> <p>1. Addl CPFC/Director (NATRSS) –<br/>Rs.1.50 Lakhs in each case subject to observance of GFR Provisions and budget provisions of the concerned office along with financial concurrence. (These powers shall be exercised subject to the general or special instructions contained in the 'Rules for the supply and use of stationery stores' and other instructions issued by the Government / Head Office time to time.)</p> <p><b>2. RPFC (RO/ASD)</b><br/><b>3. RPFC-ADM (NATRSS)</b></p> |  |
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|           |                             |   |  | <p><b>4. Dy. Director (ZTIs)</b></p> <p>Rs.50,000 in each case subject to observance of GFR Provisions and budget provisions of the concerned office along with financial concurrence. (These powers shall be exercised subject to the general or special instructions contained in the 'Rules for the supply and use of stationery stores' and other instructions issued by the Government / Head Office time to time.)</p> <p><b>5. RPFC (SRO/SAO/ADM)</b></p> <p>Rs.25,000 in each case subject to observance of GFR Provisions and budget provisions of the concerned office along with financial concurrence. (These powers shall be exercised subject to the general or special instructions contained in the 'Rules for the supply and use of stationery stores' and other instructions issued by the Government / Head Office time to time.)</p> <p><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004</p> |  |
| <b>18</b> | <b>Fuels and Lubricants</b> | It will include expenditure on petrol, oil, lubricants and other fuels like CNG, diesel, etc. | <p><b>RPFC-II / APFC, ASD (HO) / PDUNASS / ZO / ZTI / RO/ DO:</b><br/>Full Powers</p> <p>Subject to instructions issued from time to time in this regard in consultation with the internal finance and availability of budgetary provision</p> | <p><b>1. CPFC – Full Powers</b></p> <p><b>2. Addl. CPFC / Director (NATRSS) –</b><br/>Full powers subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p><b>3. RPFC (ASD/RO/SRO/SAO/ADM)</b></p> <p><b>4. RPFC-ADM (NATRSS)</b></p> <p><b>5. Dy. Director (ZTIs) –</b></p>  |  |

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|           |                                  |  |  | <p>Full powers subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p><b>6. APFC – SRO/SAO/ASD/ADM)</b><br/> <b>7. APFC-ADM (NATRSS/ZTIs) -</b><br/> Full powers subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with the internal finance and Availability of budgetary provision.</p> <p><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004</p>  |  |
| <b>19</b> | <b>Advertising and Publicity</b> | It will include expenses including commission to agents for sale and printing of publicity material on advertising and publicity through various media such as print media, TV media or outdoor media or Internet or mobile network or other audio-visual publicity or fairs and exhibition. | <p><b>Chairman CBT –</b></p> <ol style="list-style-type: none"> <li>1. Full powers in respect of Advertisement / Publicity through DAVP with concurrence of internal finance of EPFO.</li> <li>2. Not exceeding Rs. Ten Lakhs per annum in respect of Advertisement/ Publicity through private agencies with concurrence of internal finance of EPFO.</li> </ol> <p><b>EC, CBT –</b></p> <p>Above Rs. 5 Crores for expenditure on educative publicity within budget provision following GFR provisions.</p> <p><b>CPFC –</b></p> | <p><b>Chairman CBT –</b></p> <ol style="list-style-type: none"> <li>3. Full powers in respect of Advertisement / Publicity through DAVP with concurrence of internal finance of EPFO.</li> <li>4. Not exceeding Rs. Ten Lakhs per annum in respect of Advertisement/ Publicity through private agencies with concurrence of internal finance of EPFO.</li> </ol> <p><b>EC, CBT –</b></p> <p>Above Rs.5 Crores for expenditure on educative publicity within budget provision following GFR provisions.</p> <p><b>CPFC –</b></p> <p>Up to Rs.5 Crores per annum for expenditure on educative publicity within budget provision following GFR provisions.</p> <p><b>ACC-HQ (C&amp;PR) –</b></p> <p>Up to Rs.5 Lakhs on each occasion for expenditure on educative publicity within the budgetary</p> |  |

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|  |  | <p>Up to Rs.5 Crores per annum for expenditure on educative publicity within budget provision following GFR provisions.</p> <p><b>ACC-HQ (C&amp;PR)/Director (PDUNASS) –</b></p> <p>Up to Rs.10 Lakhs on each occasion for expenditure on educative publicity within the budgetary provisions following GFR guidelines and subject to a maximum of Rs.3 Crores per annum.</p> <p><b>Addl. CPFC ZO/ZTI–</b><br/>Not exceeding Rs. Five Lakh through government agency with concurrence of Internal Finance of EPFO on each occasion subject to a maximum of Rs. Fifty Lakhs per annum</p> <p><b>ACC (C&amp;PR) –</b></p> <p>Up to Rs.10 Lakhs on each occasion for expenditure on educative publicity as per approved annual action plan of C&amp;PR within the budgetary provisions following GFR guidelines and subject to a maximum of Rs.1 Crore per annum.</p> <p><b>RPFC (ASD/RO)/RPFC—ADM (PDUNASS)/Dy. Director (ZTIs) -</b></p> | <p>provisions following GFR guidelines and subject to a maximum of Rs.2 Crores per annum.</p> <p><b>Addl. CPFC/Director (PDUNASS) –</b><br/>Not exceeding Rs. Five Lakh through government agency with concurrence of Internal Finance of EPFO.</p> <p><b>ACC (C&amp;PR) –</b><br/>Up to Rs.3 Lakhs on each occasion for expenditure on educative publicity as per approved annual action plan of C&amp;PR within the budgetary provisions following GFR guidelines and subject to a maximum of Rs.1 Crore per annum.</p> <p><b>RPFC (ASD/RO)/RPFC—ADM (PDUNASS)/Dy. Director (ZTIs) -</b><br/>Upto Rs.1 Lakh Per annum through government agency in consultation with Internal Finance of EPFO.</p> <p><b>RPFC-I (C&amp;PR) –</b><br/>Up to Rs.1 Lakh on each occasion for expenditure on educative publicity as per approved annual action plan of C&amp;PR within the budgetary provisions following GFR guidelines and subject to a maximum of Rs.30 Lakhs per annum.</p> <p><b>Authority:</b><br/>Agenda Item No.35 of 225<sup>th</sup> meeting of CBT dated 21.08.2019.</p> <p>HRD/25/2023/Delegation_C&amp;PR/935 dated 29.12.2023.</p> |  |
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|    |                                       |   | <p>Upto Rs.2 Lakh Per occasion subject to maximum ceiling of 25 lakhs per annum through government agency in consultation with Internal Finance of EPFO.</p> <p><b>RPFC-I (C&amp;PR) –</b></p> <p>Up to Rs.3 Lakh on each occasion for expenditure on educative publicity as per approved annual action plan of C&amp;PR within the budgetary provisions following GFR guidelines and subject to a maximum of Rs.30 Lakhs per annum.</p> |   |  |
| 20 | <b>Minor civil and electric Works</b> | It will include expenditure on repairs and maintenance of minor civil and electrical works of office buildings, residential buildings, other buildings and, expenditure on running operation and maintenance (ROM) of diesel genset, etc.   |  |   |  |
| A  |                                       | Repairs and alterations to rented, hired and requisitioned building including minor alterations to fulfil functional requirements provided that the EPFO shall have the right to remove any installation or material added to the building. | <p><b>a)</b> Director, PDNASS / Zonal ACC / ACC (ASD), HO / ACC, ZTI: Rs. 10 Lakh in each case.</p> <p><b>b)</b> RPFC – I, RO / ZTI / ZO / ASD / RPFC-II (OIC), RO: Rs. 5 Lakh in each case</p> <p><b>c)</b> RPFC- II, RO / ZTI / ZO / ASD: Rs. 2 Lakh in each case</p>  | <p>CPFC – Rs. 1 (One) Lakh in each case for non-recurring and Rs.25,000/- per annum for recurring expenditure.</p> <p>RPFC- (Gr.I) – Upto Rs.6,000 non-recurring</p> <p>RPFC (RO/SRO/ADM) – Upto Rs.5,000 non-recurring</p> |  |

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|   |  |  | <p>Full powers subject to incurring expenditure as per estimates framed as per the guidelines issued by CPWD.</p> <p>The work should be undertaken through CPWD / SPWD / Government / Semi-Government / PSU agencies and in case of non-availability of any of the above, the GFR procedure should be adopted duly recording the facts.</p> <p><b>In other cases:</b></p> <p>A. RPFC-I upto Rs. Fifty Thousand in each case</p> <p>B. RPFC-II upto Rs Twenty-Five Thousand in each case</p> <p><b>Subject to GFR provisions, Concurrence of Internal Finance/PAC and Junior Engineer</b></p> | <p>APFC (SRO/ADM) – Upto Rs.1,000 non-recurring &amp; Rs.500 recurring per annum.</p> <p>Such expenditure may be incurred only if the landlord refused to meet the charge himself and when the building is released back the Organisation should have the right to remove any installation or material added to the building.</p> <p>Authority: WSU/28(1)2003/delegation dated 13.04.2004</p> <p>Schedule of Administrative and Financial Powers (1993 edition)</p> |  |
| B |  | Maintenance of office building and residential quarters owned by the Organisation. | <p><b>) Director PDNASS / Zonal ACC / ACC (ASD), HO / RPFC-I, RO / ZTI / RPFC-II (OIC), RO: Full powers subject to incurring expenditure as per estimates framed as per the guidelines issued by CPWD.</b></p> <p><b>A. RPFC – II, RO / ZO / ASD / ZTI: Rs. 25 lakhs in each case</b></p>  | <p>CPFC –</p> <p>Full powers for incurring expenditure as per estimates approved by CPWD or Government / Semi-Government agencies with concurrence of Internal Finance of EPFO.</p> <p>Addl. CPFC / Director (NATRSS) / RPFC (RO/SRO/SAO/ASD/ADM) RPFC-ADM (NATRSS) / Dy. Director (ZTIs) –</p> <p>Full powers for incurring expenditure as per estimates based on the norms of CPWD given by the Government / Semi-Government agencies in</p>                      |  |



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|   |  |  | <p><b>c) APFC, RO / ZO / ASD / ZTI – Rs. 15 lakh in each case</b></p> <p><b>The work should be undertaken through CPWD / SPWD / Government / Semi-Government / PSU agencies and in case of non-availability of any of the above, the GFR procedure should adopted duly recording the facts.</b></p> <p><b>In other cases:</b></p> <p>C. RPFC-I upto Rs. 1 Lakh/- in each case<br/> D. RPFC-II upto Rs 75000/ in each case<br/> E. APFC Admin-50000/- in each case</p> <p><b>Subject to GFR provisions, Concurrence of Internal Finance/PAC and Junior Engineer</b></p> | <p>consultation with Physical Facility Division (HQ) and Internal Finance subject to the instructions issued in this regard from time to time and availability of Budget.</p> <p>In other cases:-</p> <p>(a) RPFC-I upto Rs. 10000/- in each case<br/> (b) RPFC-II upto Rs 7500 in each case</p> <p>APFC(SRO/Adm)- upto Rs 10000/- subject to the condition that the estimates are approved by the CPWD/Govt/Semi Govt agencies</p> <p>In other cases upto Rs 5000/- in each case</p> <p>Authority: WSU/28(1)2003/delegation dated 13.04.2004</p> |  |
| C |  | Maintenance works on emergency basis in office building and residential quarters, where no approved AMC agency exist for more than one Financial Year and the work is certified urgent by OIC. | <p>a) <b>Director (PDNASS) / Zonal ACC / ACC (ASD) / ACC (ZTI):</b> Rs. 10 lakhs in each case subject to concurrence by internal finance and pre- audit</p> <p>b) <b>RPFC-I, RO / ZO / ZTI / ASD / RPFC-II (OIC), RO:</b> Rs. 5,00,000 in each case subject to concurrence by internal finance and pre audit</p>   | New Item  |  |

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|   |  |  | <p>Subject to adherence to CPWD norms and not exceeding two cases in a financial year for any single office and for cases beyond limit, the approval shall be by next higher administrative authority.</p> <p>The work should be undertaken through CPWD / SPWD / Government / Semi-Government / PSU agencies and in case of non-availability of any of the above, the GFR procedure should adopted duly recording the facts.</p> <p>However, need for urgency should be reported to the controlling officer of the OIC within 10 days of commencement of work.</p> |  |  |
| D |  | To sanction expenditure in connection with special / major works including renovation / addition / alteration/repair in buildings owned by the Organisation. | <p><b>CPFC: Full Powers</b></p> <p><b>(a) ACC HQ (HR)/CE/ Director, PDNASS: Rs. 5 crores in each case</b></p> <p><b>(b) Zonal ACC / ACC, ASD / ZTI: Rs. 2 crores in each case</b></p> <p><b>c) RPFC-I RO / ZTI / ASD / ZO: Rs. 50 lakhs in each case</b></p> <p><b>Subject to concurrence of Internal Finance, local PFD and as per estimates framed as per the guidelines issued by CPWD.</b></p>  | <p>To sanction expenditure in connection with special repair works of civil nature of own building including minor addition/alteration and replacement of fittings and fixtures, wherever necessary and all works related to electrical installations, internal wiring, repair and replacement of plants and machineries like fire fighting installation, DG Set, Substation/Transformer, centralized AC Plant, lift etc.</p> <p><b>CPFC –</b></p> <p>Rs.4 (Four) Crores in each case as per the estimates approved by CPWD/Govt. agencies with concurrence of Internal Finance of EPFO.</p> <p><b>Chief Engineer:</b> Rs.1 (One) Crore in each case as per the estimates approved by CPWD/Govt.</p> |  |

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|    |                              |   | <p><b>The work should be undertaken through CPWD / SPWD / Government / Semi-Government / PSU agencies and in case of non-availability of any of the above, the GFR procedure should adopted duly recording the facts.</b></p> | <p>agency with concurrence of Internal Finance of EPFO.</p> <p><b>Addl. CPFC (HQ)(Zone)/Director (PDNASS)/ACC (Zone)/ACC (ZTI) –</b><br/>Rs.50.00 (Fifty) Lakhs in each case as per the estimates approved by CPWD/Govt. agency on verification by the JE/AE of the Zone with concurrence of Internal Finance of concerned Zonal Office / Regional Office and subject to an in-principle approval of Annual Plan of Zone for Enhancement and Improvement of Physical Infrastructure of Zone by CPFC.</p> <p><b>Executive Engineer:</b><br/>Rs.30 (Thirty) Lakhs in each case as per the estimates approved by CPWD/Govt. agency with concurrence of Internal Finance of EPFO.</p> <p><b>Authority:</b><br/><b>HRD/51/Delegation of Powers/PID/796 dated 09.03.2023</b></p> |  |
| E  |                              | To sanction expenditure for maintenance of Lifts.   | <p><b>RPFC-II/APFC ZO/RO/ ZTI/ PDNASS/ASD/DO – Full Powers</b></p> <p>Subject to observance of the rules and instructions issued from time to time and with concurrence of Internal Finance.</p>                              | <p><b>CPFC – Full Powers</b><br/><b>RPFC (R.O/S.R.O) – Full powers</b> subject to observance of the rules and instructions issued from time to time.</p> <p><b>Authority:</b> Schedule of Administrative and Financial Powers (1993 edition)</p>   |  |
| 21 | <b>Professional Services</b> | It will include expenses on engagement of professionals, consultants, artists, banks, etc., for providing services to the CBT, which include legal services, consultancy fees, audit fees, teaching and |   |  |  |

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|   |  | training Fees, payments to artists, remunerations to question setters or invigilators or guest speakers, payments to other departments for services rendered, payment or expenses to agencies for conducting departmental examination. |   |  |  |
| A |  | To sanction payment to consultant, Actuary, Auditor, Specialist (including special faculty members invited for giving guest lecture)   | <p><b>CPFC:</b> Full Powers</p> <p><b>ACC - HQ:</b> Rs. 10 lakhs per annum in each case</p> <p><b>ACC – HQ (HR) / Director, PDNASS Zonal ACC / ACC (ZTI):</b> Rs. 5 lakhs per annum in each case</p> <p>Excluding re-imbursement of actual travelling expenses where admissible, with concurrence of Internal Finance &amp; Pre-Audit subject to adherence to instructions by GOI / HO from time to time in the matter.</p> | <p>To sanction payment to Consultant, Actuary, Architect, Auditor, Specialist (including special faculty members invited for giving guest lecture) and to pay consultation charges and sitting fees to them.</p> <p><b>CPFC –</b><br/>Rs. One Lakh per annum in each case excluding reimbursement of actual travelling expenses, with concurrence of Internal Finance of EPFO.</p> <p><b>Director (NATRSS) –</b><br/>Rs. One Lakh per annum in each case to the special faculty members for delivering guest lectures excluding reimbursement of actual traveling expenses, with concurrence of Internal Finance of EPFO.</p> <p><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004</p> |  |
| B |  | Expenses in connection with conduct of Departmental Examinations   | <p>(a) <b>RPFC-I, PDNASS / RO / ZTI / ASD:</b> Full Powers</p> <p>(b) <b>RPFC – II, RO / ZO / ASD / ZTI:</b> Rs. 2 lakhs in each case</p> <p>Subject to adherence to HO instructions in the matter.</p>   |  |  |
| C |  | Fees to barristers, pleaders, arbitrators, legal advisors, counsels.   | a) <b>ACC (HQ) Legal/ACC, ASD, HO / Director, PDNASS / ACC, Zone/ZTI:</b> Full Powers   | <b>Fees to barristers, pleaders, arbitrators, legal advisors, counsels.</b>  |  |

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|   |  |  | b) <b>RPFC-I, RO / ZTI / ASD/PDNASS/ZO/ RPFC-II (OIC):</b> Rs.5,00,000 per case with concurrence of Internal Finance of EPFO and subject to budgetary provisions.  | <b>CPFC –</b><br>Full powers with concurrence of internal finance of EPFO and subject to budgetary provisions.<br><br><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004   |  |
| D |  | Payment of Legal Fee to empanelled advocates | <b>RPFC-II / APFC ASD / ZO / RO / ZTI / PDNASS:</b> Full Powers<br><br>Subject to instructions issues from Ministry of Law & Justice and EPFO HO from time to time | <b>Other legal charges (Item No.9(ii) Annexure to Schedule V of Delegation Of Financial Powers Rules.</b><br><b>a) Law suits / prosecution cases.</b><br><b>CPFC –</b><br>Full powers in cases where he is authorised to sanction the institution of the suit or prosecution; in other cases Rs.10,000 in each case with concurrence of Internal Finance.<br><br><b>Addl. CPFC / Director (NATRSS)</b><br>Rs.25,000 in each case<br><br><b>RPFC (RO/ASD)/RPFC-ADM (NATRSS)/Dy. Director (ZTIs) –</b><br>Rs.15,000 in each case subject to instructions issued from time to time in this regard in consultation with internal finance and availability of budget provisions.<br><br><b>RPFC (SRO/SAO/ADM/ASD)</b><br>Rs.10,000 in each case subject to instructions issued from time to time in this regard in consultation with internal finance and availability of budget provisions. |  |

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|  |  |  |  | <p><b>b) Arbitration cases</b></p> <p><b>CPFC –</b><br/>Full powers in cases where he is vested with the powers to refer cases to Arbitration; in other cases Rs.20,000 in each case with concurrence of Internal Finance.</p> <p><b>Addl. CPFC / Director (NATRSS)</b><br/>Rs.10,000 in each case</p> <p><b>RPFC (RO/ASD)/RPFC-ADM (NATRSS)/Dy. Director (ZTIs) –</b><br/>Rs.5,000 in each case subject to instructions issued from time to time in this regard in consultation with internal finance and availability of budget provisions.</p> <p><b>RPFC (SRO/SAO/ADM/ASD)</b><br/>Rs.3,000 in each case subject to instructions issued from time to time in this regard in consultation with internal finance and availability of budget provisions.</p> <p>To sanction expenditure on law suits to which Board is a party.</p> <p><b>RPFC (RO/SRO) –</b><br/>Rs.5,000 per case subject to the condition that payment of fees to Pleaders / Advocates / Counsels should be made only at the rate fixed by the Law Ministry. In cases where counsels are to be engaged, on contract basis prior approval of the CPFC for payment of the fees to the fees to them would be required.</p> <p><b>APFC (SRO) –</b><br/>Rs.500 per case subject to the conditions mentioned above.</p> |  |
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|    |                               |   |   | <b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004  |  |
| E  |                               | Payment of service charges to agencies  | <p><b>CPFC:</b> Full Powers</p> <p>ACC-HQ-HR/Director PDUNASS: Rs.10 lakh per case for Cases like NSDL for NPS/ Concurrent Auditors of IMC, etc</p> <p>Subject to concurrence of internal finance</p> | <p>To appoint consultant, Actuary, Auditors, Architect, Specialist and to fix their consultation fee, sitting fee and travelling expenses.</p> <p><b>EC, CBT –</b><br/>Upto Rs. Five lakhs per annum in each case excluding reimbursement of actual travelling expenses as per entitlement with concurrence of internal Finance of EPFO.</p> <p>To sanction payment to Consultant, Actuary, Architect, Auditor, Specialist (including special faculty members invited for giving guest lecture) and to pay consultation charges and sitting fees to them.</p> <p><b>CPFC –</b><br/>Rs. One Lakh per annum in each case excluding reimbursement of actual travelling expenses, with concurrence of Internal Finance of EPFO.</p> <p><b>Director (NATRSS) –</b><br/>Rs. One Lakh per annum in each case to the special faculty members for delivering guest lectures excluding reimbursement of actual traveling expenses, with concurrence of Internal Finance of EPFO.</p> <p><b>Authority:</b> Schedule of Administrative and Financial Powers (13.04.2004)</p> |  |
| 22 | <b>Repair and Maintenance</b> | It will include expenses on repair and maintenance (including all maintenance contract) of equipment such as machinery and equipment, office equipment, equipment | <p><b><u>RPFC-II/APFC ASD/ZO/RO/ZTI/PDNASS/DO: Full Powers</u></b></p> <p><b><u>Subject to instructions issued from time to time in this regard in consultation with the internal</u></b></p>         | <p><b>CPFC –</b><br/>Full powers with concurrence of Internal Finance of EPFO.</p> <p><b>1.Addl. CPFC /Director (NATRSS) –</b></p>   |  |

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|  |                                | for other functional use, digital equipment for office use, digital equipment for functional use, furniture and fixtures for office, furniture and fixtures for other functional use, vehicles (including motor vehicles and non-motor vehicles like bicycle, rickshaw, carts, trolleys and boat, etc., for office or functional use), infrastructural assets (It will include expenses on preventive, operating maintenance of Infrastructural assets other than minor civil and electrical works tools and plants, but exclude expenditure on upgradation, midlife rehabilitation, retrofitting and or reconditioning. | <b><u>finance and availability of budgetary provision</u></b><br><b><u>subject to observance of GFR provisions and instructions issued from time to time in this regard in consultation with the internal finance and availability of budgetary provision</u></b> | Full powers subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with internal finance and availability of budget provisions.<br><br><b>2.RPFC (ASD/RO/SRO.SAO/ADM)</b><br><b>3.RPFC-ADM (NATRSS)</b><br><b>4.Dy. Director (ZTIs) –</b><br>Full powers subject to observance of GFR Provisions and instructions issued from time to time in this regard in consultation with internal finance and availability of budget provisions.<br><br><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004 |  |
| 23   | <b>Bank and Agency charges</b> | It will include bank service charges, agency charges, MDR charges, direct benefit transfer charges to banks and any other charges for convenience fee performing monetary transactions.  | RPFC-II/APFC ZO/RO/ZTI/PDNASS/ASD/DO -Full Powers   |   |  |
| 24   | <b>Awards and Prizes</b>       | It will include expenses on awards and prizes given by the CBT to the eminent persons and organisations.   | ACC HQ HR/Director PDUNASS- Full Powers   |   |  |
| <b>Object Class IV- Aid and Assistance</b> |                                |  |   |   |  |
| <b>25</b>                                  | <b>Scholarships</b>            | It will include the amount of scholarship released to various institutions or organisations or beneficiaries or individuals.   | RPFC-I, ASD / PDUNASS / ZO / ZTI / RPFC-I / RPFC-II (OIC)- Full Powers  |   |  |



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|           |   |   | Subject to adherence to instructions issued by Central / Zonal / Regional Welfare Board from time to time.  |  |  |
|           | <b>Object Class V-Misc. Revenue Expenditure</b>                           |   |   |  |  |
| <b>26</b> | <b>Other Revenue expenditure</b>  | It will include payment out of discretionary grant, other discounts, fees and fines, custom duty compensation, commitment charges, notional value of gifts, re-imbursement of newspapers purchased or supplied to officer's residence and purchase or re-imbursement of briefcase or ladies purse to Government servants', etc. Any other expenditure which cannot be classified under any of these specified object heads will be debited to this head. It will also include expenditure in respect of schemes, sub-schemes or organisations not elsewhere classified. | <p>a) <b>CPFC-Full Powers</b></p> <p>b) <b>Director, PDNASS/ACC (ASD) / ACC Zone / ACC ZTI – Full powers</b></p> <p>c) <b>RPFC – I, RO / ZTI/ASD/ RC-II (OIC) – Up to Rs. 10 lakh per annum for recurring and Rs. 5 lakh in each case for non-recurring items</b></p> <p>d) <b>RPFC- II, RO / PDNASS/ASD/ZTI- Up to Rs. 5 lakh per annum for recurring and Rs. 2 lakh in each case for non-recurring items</b></p> <p>e) <b>APFC, Admin-RO/PDNASS/ZTI - Up to Rs. 2 Lakhs per annum for recurring and Rs. 1 lakh in each case for non-recurring items</b></p> <p>Subject to adherence to GFR Provisions and instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision</p> |  |  |
|           | <b>Object Class-VI-Non-Financial Assets (Fixed and Intangible Assets)</b> |   |   |  |  |
| <b>27</b> | <b>Motor Vehicles</b>   | It will include procurement of motor vehicles on road like buses, cars, trucks,   |   |  |  |

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|           |                                | motorcycles, irrespective of their usage.   |   |   |  |
| <b>28</b> | <b>Machinery and Equipment</b> | It will include procurement of machinery and equipment (other than motor vehicles and ICT equipment), electrical and electronic equipment, medical appliances, precision and optical instruments, watches and clocks, musical instruments and sports goods etc., cost of which exceeds one lakh rupees or three years of useful life, either of the two, need to be booked under this head. |   |   |  |
| A         |                                | Office Equipments   | <p>a) <b>CPFC</b>-Full Powers</p> <p>b) <b>Director PDNASS/ ACC, ASD, HO /ACC Zone/ACC ZTI</b> – Full Powers</p> <p>c) <b>RPFC – I, ZO/RO / ZTI/ASD/ RC-II (OIC)</b> – Up to Rs 25 lakh per annum for recurring and Rs.50 lakh in each case for non-recurring items</p> <p>d) <b>RPFC- II, ZO/RO /ASD/ ZTI</b> - Up to Rs.15 lakh per annum for recurring and Rs.30 lakh in each case for non-recurring items</p> <p>e) <b>APFC, HRM RO/ ASD/ ZTI</b> - Up to Rs.10 Lakh each case per annum for recurring and Rs. 20 lakh.in each case for non-recurring expenditure<br/>This is subject to observance of GFR provisions</p> | <p><b>CPFC –</b><br/>Full powers with concurrence of Internal Finance of EPFO and subject to the budget provision.</p> <p><b>1. Addl. CPFC /Director (NATRSS) –</b><br/>Up to Rs.2 Lakhs Per Annum for recurring and Rs.2 Lakhs in each case for non-recurring items for Head office /Zone / NATRSS subject to observance of GFR Provisions and instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>2. RPFC (RO/ASD)</b><br/><b>3. RPFC-ADM (NATRSS)</b><br/><b>4. Dy. Director (ZTIs)</b></p> <p>Up to Rs.1 Lakhs Per Annum for recurring and Rs.1 Lakhs in each case for non-recurring items for Head office /Region /ZTIs / NATRSS subject to observance of GFR Provisions and instructions</p> |  |

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|   |  |             |  | <p>issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>5. RPFC (SRO/SAO/ADM)</b><br/>Up to Rs.50,000 Per Annum for recurring and Rs.50,000 in each case for non-recurring items for RO/SRO/SAO subject to observance of GFR Provisions and instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>6. APFC (SRO/SAO/ASD/ADM)</b><br/><b>7. APFC (ADM) (NATRSS/ZTIs)</b><br/>Up to Rs.20,000 Per Annum case for recurring and Rs.20,000 in each case for non-recurring items for HQ/RO/SRO/SAO/NATRSS/ ZTIs subject to observance of GFR Provisions and instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> |  |
| B |  | Other Items | <p>a) <b>CPFC-Full Powers</b><br/>b) <b>Director PDNASS/ ACC, ASD, HO /ACC Zone/ACC ZTI – Full Powers</b><br/>c) <b>RPFC – I, ZO/RO / ZTI/ASD/ RC-II (OIC) –</b><br/>Up to Rs 20 lakh per annum for recurring and Rs.40 lakh in each case for non-recurring items<br/>d) <b>RPFC- II, ZO/RO /ASD/ ZTI - Up to Rs.10 lakh per</b></p> | <p><b>CPFC –</b><br/>Full powers with concurrence of Internal Finance of EPFO and subject to the budget provision.</p> <p><b>1. Addl. CPFC /Director (NATRSS) –</b><br/>Up to Rs.50,000 Per Annum for recurring and Rs.25,000 in each case for non-recurring items for Head office /Zone / NATRSS subject to instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>2. RPFC (RO/ASD)</b></p>   |  |

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|           |  |  | <p>annum for recurring and Rs.20 lakh in each case for non-recurring items</p> <p>e) <b>APFC, HRM RO/ ASD/ ZTI</b> - Up to Rs.5 Lakh each case per annum for recurring and Rs. 10 lakh.in each case for non-recurring expenditure.</p> <p>This is subject to observance of GFR provisions.</p> | <p><b>3. RPFC-ADM (NATRSS)</b><br/> <b>4. Dy. Director (ZTIs)</b></p> <p>Up to Rs.25,000 Per Annum for recurring and Rs.15,000 in each case for non-recurring items for Head office /Region /ZTIs / NATRSS subject to instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>5. RPFC (SRO/SAO/ADM)</b><br/> Up to Rs.20,000 Per Annum for recurring and Rs.10,000 in each case for non-recurring items for RO/SRO/SAO subject to instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>6. APFC (SRO/SAO/ASD/ADM)</b><br/> <b>7. APFC (ADM) (NATRSS/ZTIs)</b><br/> Up to Rs.10,000 Per Annum case for recurring and Rs.5,000 in each case for non-recurring items for HQ/RO/SRO/SAO/NATRSS/ ZTIs subject to instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004</p> |  |
| <b>29</b> | <b>Information, Computer, Tele-commu-nications (ICT) equipment</b> | It will include procurement of information, computer, telecommunications (ICT) equipment such as computer hardware and telecommunications devices (computer/laptops, projectors, etc,) and computer software | <p>a) Director, PDNASS, ACC, ASD, , ACC, Zones, RPFC-I, RO / ZTI/ACC IS Division HO - Full powers</p> <p>b) RPFC-II RO/ZO/ZTI/ASD/PDNASS/IS</p>  | <p>(A) Purchase installation and deployment of computer systems, peripherals, software and related services.</p> <p>(B) Maintenance and repairs of computer systems and peripherals (including Annual maintenance Contracts) and annual support charges and renewals for software.</p>  |  |

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|  |  |  | <p>Division HO- Rs. 25 lakh per annum</p> <p>c) APFC Admin RO/ZO/ZTI/ASD/PDNASS, IS Division HO - Rs. 10 lakh per annum</p> <p>Subject to strict compliance to norms, configuration and other conditions as per HO directives and GFR Norms/ GOI instructions in the matter from time to time.</p> | <p><b>1. Central provident Fund Commissioner –</b><br/>Rs. Fifty Lakhs in each case</p> <p><b>2. Additional Central Commissioner (ISD), Headquarters</b><br/>Rs. Thirty lakhs in each case subject to observance of GFR Provisions.</p> <p><b>3. Additional Central Commissioner (Zones)/ ACC (ASD)</b></p> <p><b>4. Director (NATRSS)</b></p> <p><b>5. RPFC, IN-charge of the Regions</b></p> <p><b>6. RPFC In-charge of Zonal Training Institute (ZTI)</b><br/>Rs. Thirty lakhs in each case on items specified and duly approved by Headquarters subject to observance of GFR Provisions.</p> <p><b>7. RPFC (ASD) Headquarters</b><br/>Rs. Ten lakhs in each case on items specified and duly approved by Headquarters subject to observance of GFR Provisions.</p> <p><b>8. RPFC (ADM) of Regional Offices</b></p> <p><b>9. RPFC IN-charge of Sub-Regional Offices</b></p> <p><b>10. Senior Administrative Officer/Deputy Director (ADM), (NATRSS)</b><br/>Rs. Fifty thousand in each case on items specified and duly approved by Headquarters subject to observance of GFR Provisions.</p> <p><b>11. APFC (ADM) of Regional /Sub-Regional Offices</b></p> <p><b>12. APFC, In-charge of Sub-Regional offices</b></p> <p><b>13. APFC (ADM) of ZTI</b><br/>Rs. Twenty Five thousand in each case on items specified and duly approved by Headquarters subject to observance of GFR Provisions.</p> |  |
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|           |                                 |  |  | <p><b>(C) Outsourcing activities and engaging data entry vendors.</b><br/> <b>(D) E.D.P. site preparation in various offices</b></p> <p><b>1. Central Provident Fund Commissioner –</b><br/> Rs. Fifty Lakhs in each case<br/> <b>2. Additional Central Commissioner (ISD), Headquarters</b><br/> <b>3. Additional Central Commissioner (Zones)/ ACC (ASD)</b><br/> <b>4. Director (NATRSS)</b><br/> Rs. Ten Lakhs in each case subject to observance of GFR Provisions.</p> <p><b>Authority:</b></p> <ol style="list-style-type: none"> <li>IS/3(2)2003/Budget Delegation/18929 dated 07.10.2009</li> <li>HRD/14/2017/DoP/Computerization/3961 dated 19.05.2017</li> </ol> |  |
| <b>30</b> | <b>Buildings and Structures</b> | It will include office buildings, residential buildings, other buildings and structures like auditorium, public monuments like statues, fountains established at public places, and land improvement.      | <p>Executive Committee- Full Powers</p> <p>CPFC- Powers upto- Rs 100 crores per item</p> <p>Subject to concurrence of internal Finance and GFR provisions</p>  |   |  |
| 31        | <b>Furniture &amp; Fixtures</b> | It will include expenditure on purchase of furniture and fixture <b>exceeding threshold limit of one lakh rupees or three years of useful life, either of the two</b> , for office use and functional use. | <p><b>a)</b> CPFC-Full Powers<br/> b) Director PDNASS/ ACC, ASD, HO /ACC Zone/ACC ZTI – Full Powers<br/> c) RPFC – I, ZO/RO / ZTI/ASD/ RC-II (OIC) – Up to Rs 25 lakh per annum for recurring and Rs.50 lakh in each case for non-recurring items<br/> d) RPFC- II, ZO/RO /ASD/ ZTI - Up to Rs.15 lakh per annum for</p> | <p><b>CPFC –</b><br/> Full powers with concurrence of Internal Finance of EPFO and subject to the budget provision.</p> <p><b>8. Addl. CPFC /Director (NATRSS) –</b><br/> Up to Rs.2 Lakhs Per Annum for recurring and Rs.2 Lakhs in each case for non-recurring items for Head office /Zone / NATRSS subject to observance of GFR Provisions and instructions</p>  |  |

|    |                           |  |  |   |  |
|----|---------------------------|--|--|---|--|
|    |                           |  | <p>recurring and Rs.30 lakh in each case for non-recurring items</p> <p>e) APFC, HRM RO/ ASD/ ZTI - Up to Rs.10 Lakh each case per annum for recurring and Rs. 20 lakh.in each case for non-recurring expenditure</p> <p>This is subject to observance of GFR provisions</p> | <p>issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>9. RPFC (RO/ASD)</b><br/> <b>10. RPFC-ADM (NATRSS)</b><br/> <b>11. Dy. Director (ZTIs)</b></p> <p>Up to Rs.1 Lakhs Per Annum for recurring and Rs.1 Lakhs in each case for non-recurring items for Head office /Region /ZTIs / NATRSS subject to observance of GFR Provisions and instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>12. RPFC (SRO/SAO/ADM)</b><br/> Up to Rs.50,000 Per Annum for recurring and Rs.50,000 in each case for non-recurring items for RO/SRO/SAO subject to observance of GFR Provisions and instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> <p><b>13. APFC (SRO/SAO/ASD/ADM)</b><br/> <b>14. APFC (ADM) (NATRSS/ZTIs)</b><br/> Up to Rs.20,000 Per Annum case for recurring and Rs.20,000 in each case for non-recurring items for HQ/RO/SRO/SAO/NATRSS/ ZTIs subject to observance of GFR Provisions and instructions issued from time to time in this regard, in consultation with the Internal Finance and availability of budgetary provision.</p> |  |
| 32 | <b>Other Fixed Assets</b> | It will include procurement of other fixed assets like library | <b>APFC (ASD), HO / PDNASS / ZO / RO/ ZTI: Full powers</b>   |   |  |

|                                  |   |  |   |  |  |
|----------------------------------|---|--|---|--|--|
|                                  |   | books and publications, non-motor vehicles like bicycle, rickshaw, cart, trolleys, boat, etc.  |   |  |  |
| 33                               | <b>Land</b>                                     | It will include land consisting of the ground, land for office and residential building, including the soil covering and any associated surface waters (reservoirs, lakes, rivers and other inland waters over which ownership rights can be exercised). | Executive Committee- Full Powers<br><br>CPFC- Powers upto- Rs 100 crores per item<br><br>Subject to concurrence of internal Finance and GFR provisions                          |  |  |
| <b>C. Accounting Adjustments</b> |   |  |   |  |  |
|                                  | <b>Object Class VIII-Accounting Adjustments</b> |  |   |  |  |
| 34                               | <b>Writes Off of Losses</b>                     | It will include write off of irrecoverable loans, trading losses.  | <b>CPFC –</b> Full Powers for losses of stores not due to theft fraud or negligence and upto Rs. 20, 00,000/- for other cases with concurrence of Internal Finance of the EPFO. | <b>CPFC –</b><br>Rs 20,000 for losses of stores not due to thefts fraud or negligence and Rs.10,000 for other cases with concurrence of Internal Finance of EPFO.<br><br><b>Authority:</b> WSU/28(1)2003/delegation dated 13.04.2004 |  |



**PROPOSED DELEGATION OF ADMINISTRATIVE POWERS****1. GENERAL POWERS**

| Sl. No. | NATURE OF POWERS   | EXISTING  | PROPOSAL  | REMARKS   |
|---------|--|---|---|-----------|
| 1       | Re-delegation of powers to subordinate authorities under Sub-para of para 24 of the E.P.F. Scheme.                           | <b>CPFC</b> - Full powers subject to a report to the Board  | <b>CPFC:</b> Full powers subject to a report to the Board. "After reporting to the Board, all such re-delegation would automatically become the permanently delegated powers to such subordinate authorities."                              | No change |
| 2       | Declaring a <u>Gazetted</u> Officer as a Head of Office.   | <b>CPFC</b> - Full powers   | <b>CPFC:</b> Full powers  | No change |
| 3       | Designating an Officer as DDO under GFR  | <b>CPFC</b> - Full powers   | <b>CPFC / Director (PDUNASS) / CVO (for Vigilance Wing) / Zonal ACC / ACC (ZTI) / RPFC-I (ASD, HO) / RPFC-I / RPFC-II (OIC), RO:</b> Full Powers<br><br>Subject to observance of rules / instructions issued by GOI / HO from time to time. |           |
| 4       | (i) Condemnation and Disposal of Office Stores / Equipment<br>(ii) Sale by Auction or otherwise of Office Stores / Equipment | CPFC - Full powers in respect of unserviceable and obsolete stores and articles the value of which he is competent to write off subject to the condition that where the sale results in a lakhs exceeding Rs. 1,000 in such cases a report must be made to the Board<br><br>RPFC (RO/SRO) – up to Rs.2,000/- in respect of unserviceable and obsolete stores and articles the value of which he is competent to write off | <b>Director (PDUNASS) / CVO (for Vigilance Wing) / Zonal ACC / ACC (ZTI) / RPFC-I (ASD, HO) / RPFC-I / RPFC-II (OIC):</b> Full powers<br><br>Subject to observance of rules / instructions issued by GOI / HO from time to time.            |           |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |   |   |   |           |
|---|---|---|---|-----------|
|   |   | APFC (SRO)- up to Rs.1,000/- in respect of unserviceable and obsolete stores and articles the value of which he is competent to write off |   |           |
| 5 | To order destruction of records   | <b>CPFC</b> - Full powers   | <b>Director (PDUNASS) / CVO (for Vigilance Wing) / Zonal ACC / ACC (ZTI) / RPFC-I (ASD, HO) / RPFC-I / RPFC-II (OIC), RO:Full powers</b><br><br>Subject to adherence to approved record retention schedule& GFR |           |
| 6 | Where the CPFC requires any information in individual cases, he may make references to other Ministries / Departments directly instead of routing them through the Ministry of Labour & Employment. | <b>CPFC</b> - Full powers   | <b>CPFC</b> : Full Powers   | No change |
| 7 | Welfare Activities  | Not in existing Compendium  | <b>RPFC-I, ASD / PDUNASS / ZO / ZTI / RO / RPFC-II (OIC), RO:Full Powers</b><br><br>Subject to adherence to instructions issued by Central / Zonal / Regional Welfare Board from time to time                   | New       |
| 8 | Sports Activities   | Not in existing Compendium  | <b>RPFC-I, ASD / PDUNASS / ZO / ZTI / RO / RPFC-II (OIC), RO:Full Powers</b><br><br>Subject to adherence to instructions issued by Central / Zonal / Regional Sports Promotion Board from time to time          | New       |
| 9 | Events Management   | Not in existing Compendium  | <b>RPFC-I, ASD / PDUNASS / ZO / ZTI / RO / RPFC-II (OIC), RO:Full Powers</b><br><br>Subject to adherence to instructions issued by  | New       |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|  |  |  |                               |  |
|--|--|--|-------------------------------|--|
|  |  |  | Head Office from time to time |  |
|--|--|--|-------------------------------|--|

## **2. ESTABLISHMENT MATTERS**

| <b>Sl. No.</b> | <b>HEAD</b>   | <b>EXISTING</b>  | <b>PROPOSED</b>  | <b>REMARKS</b>  |
|----------------|---|--|--|-----------------|
| 1              | Creation of Permanent Posts   | Not in existing Compendium   | <b>Central Board of Trustees:</b> Full Powers in respect of all post under the Board subject to concurrence of WSU and Internal Finance.   |                 |
| 2              | To create temporary posts in the regular sanctioned categories and scales of pay, subject to the conditions laid down in Para 23 of the Scheme. | <p>CPFC - Full powers to create group 'C' &amp; 'D' posts for any specific period subject to the following condition:</p> <p>(a) The posts shall be created strictly in accordance with the norms approved by the Board.</p> <p>(b) The concurrence of the FA &amp; CAO of the Organization is obtained.</p> <p>CPFC - Full powers to create group 'B' posts in the regular sanctioned categories and scale of pay for a period not exceeding 2 years.</p> | <p><b>CPFC:</b> Full powers</p> <p>a) to create Group 'C' posts for any specific period</p> <p>b) to create Group 'B' posts in the regular sanctioned categories and scale of pay for a period not exceeding 2 years.</p> <p><b>Subject to the following conditions:</b></p> <p>i). The posts shall be created strictly in accordance with the norms approved by the Board.</p> <p>ii). The concurrence of FA &amp; CAO of the Organization is obtained.</p> <p>iii). The Board shall be informed of any such creation(s) in its next Meeting.</p> | Group D removed |
| 3              | To abolish a post   | Not in existing Compendium   | <b>Full powers to the Authority competent to create the post</b>   | New             |
| 4              | Conversion of temporary posts into permanent ones   | CPFC - Full powers to convert temporary Group 'B', 'C' & 'D'   | <b>Full powers to the Authority competent to</b>   | Group D removed |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |  |   |  |     |
|---|--|---|--|-----|
|   |  | posts into permanent one subject to the observance of principles set out by the Govt. of India vide Ministry of Finance - Department of Expenditure O.M. No. A. 11019/6/75-EGI, dated 24 <sup>th</sup> March 1976<br><br>RPFC (RO) - Full powers to convert temporary Group 'C' & 'D' posts into permanent one subject to the observance of Rules and instructions issued from time to time | <b>create permanent post</b>   |     |
| 5 | To transfer of Officers and staff from One Office to another   | CPFC - Full powers  | <b><i>As per applicable Transfer Policy / Guidelines issued from time to time</i></b>                  |     |
| 6 | To transfer employees in the grade of Section Officer and other equivalent or lower cadres from Head Office to Regional / Zonal Office and vice-versa. | Additional CPFC- Full powers. Subject to instructions that may be issued from time to time.   | <b><i>As per applicable Transfer Policy / Guidelines issued from time to time</i></b>                  |     |
| 7 | Power to transfer EO/ AOs in relaxation of transfer policy within the Region.  | RC (RA)- Full powers subject to instructions that may be issued from time to time.  | <b><i>As per applicable Transfer Policy / Guidelines issued from time to time</i></b>                  |     |
| 8 | Permit retention of an employee beyond sanctioned posts in an Office   | Not in existing Compendium  | <b>CPFC:</b> Full powers subject to concurrence of Internal Finance and adherence to GoI instructions. | New |
| 9 | To transfer on administrative grounds Group B and C Staff to the Training Institutes/ Head Office/Zonal Office/Project Work                            | CPFC - Full powers  | <b>CPFC:</b> Full Powers<br><br><b>ACC – HQ (HR):</b> Full powers for Group B & C officials            |     |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |  |   |   |  |
|----|--|---|---|--|
|    |  |   | <p><b>Director (PDUNASS):</b> Full powers for Group B &amp; C officials within his jurisdiction</p> <p>Subject to adherence to GoI / HO instructions issued from time to time</p>   |  |
| 10 | Deputation of officers / officials outside the Department                  | <p>CPFC -Full powers</p> <p>Subject to the condition that sanction of the appointing Authority for filling up of the consequential vacancies shall be obtained.</p> | <p><b>CPFC:</b> Full powers</p> <p><b>ACC, ASD (HO):</b> Full powers for Group B &amp; C officers posted in Head Office</p> <p><b>Director, PDUNASS/Zonal ACC:</b> Full powers for all Group B &amp; C officials in their respective jurisdictions</p> <p>Subject to adherence to GoI / HO instructions issued from time to time</p>  |  |
| 11 | Deputation of Officers for training in India                               | CPFC - Full powers  | <p><b>CPFC:</b> Full powers</p> <p><b>ACC – HQ (HR):</b> Full powers for all officers upto RPFC – I in Head Office</p> <p><b>Director, PDUNASS / Zonal ACC:</b> Full powers for Group 'B' &amp; 'C' officials posted in their respective jurisdictions</p> <p><b>ACC, ASD (HO):</b> Full powers for Group 'B' &amp; 'C' officials posted in Head Office</p> <p>Subject to adherence to GoI / HO instructions issued from time to time</p> |  |
| 12 | Allow absorption of official on deputation in the service of Central Board | Not in existing Compendium  | <p><b>Full powers to the Authority competent to create the post.</b></p> <p>Subject to adherence to rules / instructions</p>  |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |   |  |   |      |
|----|---|--|---|------|
|    |   |  | issued by GoI / HO  |      |
| 13 | To alter the Date of Birth recorded in the service book                         | Additional CPFC– Full powers in r/o staff in Central Office.<br><br>RPFC (RA) – Full powers in r/o staff in Regional Offices.  | <b>Appointing Authority for the respective posts at the time of making such request</b><br><br>Subject to adherence to rules / instructions issued by GOI / HO  |      |
| 14 | Counting of period of suspension on re-instatement with forfeiture of allowance | CPFC - Full Powers   | <b>CPFC:</b> Full Powers<br><br><b>Appointing Authority:</b> Full powers for GroupB & C Officials   |      |
| 15 | Forwarding of applications for jobs outside the Organization.                   | CPFC - Full Powers<br><br>Addl CPFC - Full powers in r/o all Officers up to the level of RPFC (Gr.II) in the Central Office subject to instructions that may be issued from time to time.<br><br>RC(RA) - Full powers in r/o all Officers upto the level of RPFC(Gr.II) in the Regional Offices subject to instructions that may be issued from time to time.<br><br>RPFC(RO/SRO/ADM) – Full powers in r/o all Group B, c and D posts subject to the observance of the instruction issued from time to time.<br><br>APFC (SRO/ADM) - – Full powers in r/o all employees upto the level of Assistants / Head Clerks | <b>CPFC:</b> Full Powers<br><br><b>ACC (ASD), HO:</b> Full powers for GroupB& C officials posted in Head Office<br><br><b>Director, PDUNASS / Zonal ACC-</b> Fullpowersfor Group B & C officials posted in their respective jurisdictions<br><br>Subject to adherence to GoI / HO instructions issued from time to time | ---- |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |   |   |   |  |
|----|---|---|---|--|
|    |   | subject to the instructions issued from time to time.   |   |  |
| 16 | To grant permission for prosecuting higher studies.   | <p>CPFC - Full Powers</p> <p>RPFC(RO) – Full powers up to the level of APFC subject to instructions issued from time to time.</p> <p>RPFC (SRO/ADM) - Fullpowers up to the level of EO/AAO/Supdts. and equivalent posts subject to instructions issued from time to time</p> <p>APFC (SRO/ADM)- Fullpowers in r/o the employees upto the level of Assistants/Head Clerkssubject to instructions issued from time to time</p>  | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> Full powers in respect of all officials upto the level of RPFC-I in Head Office</p> <p><b>Director (PDUNASS) / Zonal ACC/ ACC (ZTI):</b> Full powers in respect of officers in the level of APFC to RPFC-I in the Zone/PDUNASS</p> <p><b>RPFC – I, PDUNASS /ZTI/ RO/ RPFC-II (OIC), RO:</b> Full powers in respect of Group B &amp; C officials in their respective jurisdiction</p> <p>Subject to adherence to GoI / HO instructions issued from time to time</p> |  |
| 17 | To accord permission to visit abroad on private visit | <p>CPFC - Full powers for all types of visits for allOfficers and Staff</p> <p>Addl. CPFC (HQRS)(HR) - Full powers for all types of visits for all Group A Officers upto the level of RPFC- I and all Group B and C Officers and staff.</p> <p>Addl. CPFC (Zones) - Full powers in contingencies like meeting family members OR for medical treatment outside the country for all officers upto the level of RPFC- I and Group B &amp; C officers and staff working in offices in the</p> | <p><b>CPFC:</b> Full powers</p> <p><b>Director (PDUNASS) / Zonal ACC / ASD/ZTI:</b> Full powers in respect of all officers upto RPFC-I and staff under their jurisdiction</p> <p><b>RPFC-I / RPFC-II (OIC), RO:</b> Full powers for all Group B &amp; C officials under their jurisdiction</p> <p>Subject to adherence to GoI / HO instructions issued from time to time</p>  |  |



Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |                                      |   |   |  |
|----|--------------------------------------|---|---|--|
|    |                                      | <p>jurisdiction of the Zone including the Zonal office.</p> <p>Director, PDUNASS - Full powers in contingencies like meeting family members OR for medical treatment outside the country for all officers upto the level of RPFC-I and staff working in PDNASS and ZTIs.</p> <p>Addl. CPFC (ZTI) - Full powers in contingencies like meeting family members ORfor medical treatment outside the country for all the officers upto the level of RPFC-I and staff working in ZTI</p> <p>RPFC-I-In-charge ofRegional Office - Full powers in contingencies like meeting family members OR for medical treatment outside the country for all Group B and C officers and staff working in the Regional Office.</p> |   |  |
| 18 | To issue NOC for obtaining passport. | <p>CPFC - Full powers</p> <p>Addl. CPFC – Full powers upto the level of APFC and other equivalent posts in the Central Office</p> <p>RC(RA) - Fullpowers upto the level of APFC and other equivalent posts in the Regional Offices</p>  | <p><b>CPFC:</b> Full powers</p> <p><b>ACC – HQ (HR):</b>All Officers upto the level of ACC</p> <p><b>Director, PDUNASS/ Zonal ACC / ACC (ZTI) / ACC (ASD):</b>Full powers in respect of all officials upto RPFC-I under their respective jurisdictions</p> <p><b>RPFC-I, ASD (HO)/ RPFC-IRO / RPFC-II</b></p> |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |   |   |  |  |
|----|---|---|--|--|
|    |   | RPFC(RO) – Full powers in r/o all Group C & D employees and for AAOs and EOs subject to the observance of the instructions issued in this regard by the CPFC / Govt. from time to time and obtaining of Vigilance Clearance   | <b>(OIC), RO / RPFC-I (PDUNASS&amp;ZTIs):</b> All officers and staff posted under their respective jurisdictions<br><br>subject to adherence to GoI / HO instructions issued from time to time   |  |
| 19 | Authorizing an employee to proceed on duty to any part in India.  | CPFC - Full powers<br><br>RPFC (RO) – Full powers for attending pending court cases, enquiries, departmental proceedings in r/o employees and Officers working in the Regions<br>RPFC (SRO/ADM) – Full powers for attending departmental inquiries departmental examination, etc. | <b>CPFC:</b> Full powers<br><br><b>ACC – HQ (HR):</b> Full powers for all Officers upto the level of RPFC-I posted in Head Office<br><br><b>Director, PDUNASS / Zonal ACC / ACC (ZTI) / ACC (ASD):</b> Full powers in respect of all officials upto RPFC-I under their respective jurisdiction<br><br><b>RPFC-I, ASD (HO)/ RPFC-I (RO) / RPFC-II (OIC), RO / RPFC-I (PDUNASS) / ZTIs:</b> All officers and staff posted under their respective jurisdiction<br><br>subject to adherence to guidelines and GOI / HO instructions issued from time to time |  |
| 20 | To permit an employee to attend meetings, conferences, seminars, workshops, etc. within India and to treat the same as on duty in accordance with the rules applicable to similar Central Govt. servants. | CPFC - Full powers  | <b>CPFC:</b> Full powers<br><br><b>ACC – HQ (HR):</b> Full powers for all Officers upto the level of RPFC-I posted in Head Office<br><br><b>Director, PDUNASS / CVO / Zonal ACC / ACC (ZTI) / ACC (ASD):</b> Full powers in respect of all officials upto APFC under their respective jurisdictions<br><br><b>RPFC-I, ASD (HO)/ RPFC-I (RO) / RPFC-II</b>  |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |  |   |   |  |
|----|--|---|---|--|
|    |  |   | <p><b>(OIC), RO / RPFC-I (PDUNASS) / ZTIs:</b> All Group B and C officials posted under their respective jurisdictions</p> <p>subject to adherence to guidelines and GOI / HO instructions issued from time to time.</p>  |  |
| 21 | Prescribe an employee's Headquarters                 | RPFC RO / SRO – Full powers               | <p><b>CPFC:</b> Full powers</p> <p><b>ACC – HQ (HR):</b>All Officials upto Group B outside the Zone</p> <p><b>Director (PDUNASS) / Zonal ACC:</b>All officials upto Group B working in PDUNASS / Zone / ZTI within their respective jurisdiction</p> <p><b>RPFC-I, ASD (HO) / RO / RPFC-II (OIC), RO:</b> All Group C officials working within their respective jurisdiction</p> <p>subject to adherence to guidelines and GOI / HO instructions issued from time to time</p> |  |
| 22 | Define the limits of an employee's sphere of duties. | RPFC (RO / SRO) / APFC(SRO) – Full powers | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> Full powers</p> <p><b>Director, PDUNASS/ ACC, ASD (HO) /ZO/ZTI:</b> Full powers for in respect of Group A, B &amp; C officials under their jurisdiction</p> <p><b>RPFC-I RO/RPFC-II(OIC-RO)</b> Full powers in respect of all officials under theirjurisdiction</p> <p><b>RPFC-II / APFC, DO:</b> Full powersfor Group-Cofficials under theirjurisdiction.</p>   |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |  |                           |   |  |
|----|--|---------------------------|---|--|
| 23 | Sanction of Staff Pension<br>(Superannuation / Retirement / Provisional) | Not in present Compendium | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> Full powers in respect of all officials upto ACCs (HO / Zone/ PDUNASS)</p> <p><b>Director, PDUNASS / Zonal ACC / ACC, ASD (HO):</b> Full powers in respect of all officials upto RPFC-I level within their respective jurisdiction</p> <p><b>RPFC-I:</b> Full powers in respect of all officials upto RPFC-II within their respective jurisdiction</p> <p><b>RPFC-II (OIC), RO:</b> Full powers in respect of all officials upto APFC within their respective jurisdiction</p> <p>subject to the rules issued from time to time in this regard</p> |  |
| 24 | Counting of Past Service- CCS Pension Rules                              | Not in present Compendium | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> Full powers in respect of all officials upto ACCs (HO / Zone / PDUNASS)</p> <p><b>Director, PDUNASS / Zonal ACC / ACC, ASD (HO):</b> Full powers in respect of all officials upto RPFC-I level within their respective jurisdictions</p> <p><b>RPFC-I, RO:</b> Full powers in respect of all officials upto RPFC-II within their respective jurisdictions</p>  |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |  |   |  |  |
|----|--|---|--|--|
|    |  |   | <p><b>RPFC-II (OIC), RO:</b> Full powers in respect of all officials upto APFC within their respective jurisdictions</p> <p>subject to the rules issued from time to time in this regard</p> |  |
| 25 | Recovery of Overpayments in Administrative Bills   |   | <p><b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI-</b> Full Powers</p> <p>subject to Report from Overpayment Committee</p>  |  |
| 26 | To sanction permanent advances / Imprest (GFR – 2017: Rule 322 & 323)                    | RPFC, RO/SRO  | <p><b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI</b> - Full Powers</p> <p>subject to adherence to GFR and other instructions issued by HO / GOI from time to time</p>        |  |
| 27 | Enhancement of monthly PF contribution in respect of officers and staff at their request | APFC (ADM)- Full powers   | <p><b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI</b> - Full Powers</p>   |  |
| 28 | Power of Suspension under EPF Staff (CC&A) Rules – 1971                                  | <p>CPFC - Full powers in respect of APFCs</p> <p>RPFC (RO) – Full powers to place under suspension any of the officers working under them in the cadre of P.F.I (Gr I), AO / Hindi Officer and any of the officer of equivalent status or grade. Hindi Translator (Gr I) and in respect of EOs/AAOs.</p> <p>RPFC (RO)/RC (LA) – To impose minor penalties under clause (i) to (iv) of Rule 7 of EPF Staff</p> | <p><b><i>As per applicable EPF (CC&amp;A) Rules – 1971 as amended from time to time.</i></b></p>   |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |   |   |  |  |
|----|---|---|--|--|
|    |   | <p>(Classification control and Appeal) Rules 1971 in respect of EOs/AAOs/Suptds.</p> <p>RPFC/APFC (SRO) – To place under suspension of the officers in the cadre of EO/AAO Hindi Translator (Gr I) and other officials of equivalent grade and rank and impose minor penalties under clause (i) to (iv) of Rule 7 of EPF Staff (Classification control and Appeal) Rules 1971 in respect of whom the RPFC In-Charge of the Region is the Disciplinary Authority.</p>  |  |  |
| 29 | <p>Power of imposition of minor penalties under EPF Staff (CC&amp;A) Rules - 1971</p> | <p>CPFC - Full powers in respect of APFCs</p> <p>RPFC (RO) – Full powers to place under suspension any of the officers working under them in the cadre of P.F.I (Gr I), AO / Hindi Officer and any of the officer of equivalent status or grade. Hindi Translator (Gr I) and in respect of EOs/AAOs</p> <p>RPFC (RO)/RC (LA) – To impose minor penalties under clause (i) to (iv) of Rule 7 of EPF Staff (Classification control and Appeal) Rules 1971 in respect of EOs/AAOs/Suptds.</p> <p>RPFC/APFC (SRO) – To place under suspension of the officers</p> | <p><b><i>As per applicable EPF (CC&amp;A) Rules – 1971 as amended from time to time.</i></b></p> |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |  |  |   |  |
|----|--|--|---|--|
|    |  | in the cadre of EO/AAO Hindi Translator (Gr I) and other officials of equivalent grade and rank and impose minor penalties under clause (i) to (iv) of Rule 7 of EPF Staff (Classification control and Appeal) Rules 1971 in respect of whom the RPFC In-Charge of the Region is the Disciplinary Authority. |   |  |
| 30 | Power to impose major penalty under EPF (CC&A) Rules - 1971  | RPFC (RO) / RC (LA) – Full powers in respect of employees for whom he is the Appointing Authority  | <b><i>As per applicable EPF (CC&amp;A) Rules – 1971 as amended from time to time.</i></b>   |  |
| 31 | Acceptance of Surety Bonds to be executed by the employees of the fund for handling cash, stores etc.  | Additional CPFC - Full powers in the Central Office<br><br>RC (RA) – Full powers for the Regional and Sub Regional Offices   | <b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI:</b> Full powers  |  |
| 32 | Directing Service Association to submit Audited Statement of Accounts every year under Para 5(e) of the CCS (Recognition of Service Associations) Rules, 1959 to CPFC  | CPFC - Full powers   | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> Full powers in respect of all Service Associations of Group B and C officials   |  |
| 33 | To act as the Prescribed Authority for the purposes of rules 4, 5, 6, 8, 10, 11, 12, 13, 15, 17, 18(2), 18(3) & 19 of the CCS (Conduct) Rules, 1964 in the case of all officers and staff of the Central Board | CPFC - Full powers<br><br>Additional CPFC - Full powers in respect of Accounts Officers and other officers of equivalent grade and Superintendent and other equivalent posts in the Central  | <b>CPFC:</b> Full powers<br><br><b>Director, PDUNASS / Zonal ACC / ACC, ASD (HO) / ACC, ZTI:</b> Full powers for all Group A, B and C employees under their respective jurisdictions. However, Report in this regard shall be forwarded to Head Office within |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |  |   |  |  |
|----|--|---|--|--|
|    |  | Office<br><br>RPFC (RO) – Full powers in respect of group C & D officials and AAOs/EOs<br><br>RPFC / APFC (SRO) – Full powers in respect of group C & D posts   | one month of such action<br><br><b>RPFC-I / RPFC-II (OIC), RO:</b> Full powers for Group B and C employees under their jurisdiction. |  |
| 34 | To sanction advance from the SPF to the employees and officers   | CPFC - Full powers<br><br>RPFC (RO/SRO) / APFC (SRO) - Full powers in respect of employees and officers working under him subject to the limits laid down in rules 12(i) & (ii) of the GPF (Central Services) Rules, 1960<br><br>APFC (ADM) – Full powers up to the cadre of AAOs/EOs/Suptd subject to the conditions laid down in rules 12(i) & (ii) of the GPF (Central Services) Rules, 1960 | <b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI:</b> Full powers   |  |
| 35 | To grant recognition of Officers' / Staff Associations   | CPFC - Full powers subject to the conditions laid down in Ministry of Home Affairs OM No. F 24/23/57/Estt (b), dated 3 <sup>rd</sup> March, 1959 are satisfied  | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> Full powers in respect of Associations of Group B & C cadres                     |  |
| 36 | To issue instructions for guidance of subordinate authorities in the matter of contingent expenditure. | CPFC - Full powers  | <b>CPFC:</b> Full powers   |  |



### **3. APPOINTMENTS**

| <b>Sl. No.</b> | <b>HEAD</b>  | <b>EXISTING</b>  | <b>PROPOSED</b>   | <b>REMARKS</b> |
|----------------|--|--|---|----------------|
| 1              | Appointment of officials in various cadres.  | <p>CPFC– Full powers in r/o group 'B' and 'A' posts of APFC</p> <p>Addl. CPFC - Full powers in r/o Superintendents, Hindi Translator (Gr.I), Jr. Accounts Officer, Personal Assistant to FA and CAO and Addl. CPFC and Research Assistant in the Central Office.</p> <p>RC(RA) – Full powers in r/o EOs/AAOs</p> | <p><b>Chairman, Central Board:</b> Full powers</p> <p><b>CPFC:</b> Full powers upto APFC</p> <p><b>ACC-HQ (HR):</b> Full powers in respect of Group B posts upto EO / AO / SO / ASO</p> <p><b>Director, PDUNASS, Zonal ACC / ACC, ASD (HO) / ACC, ZTI:</b> Full powers in respect of Group B posts other than EO/ AO/ SO / ASO by Direct Recruitment</p> <p><b>RPFC, RO / ZTI / RPFC of ASD:</b> Full powers in respect of Group C posts</p> <p>Subject to adherence to the instructions issued by GOI and HO from time to time</p> |                |
| 2              | To permit retention/extension of lien  | CPFC - Full powers   | <p><b>Appointing Authority:</b> Full powers</p> <p>Subject to adherence to guidelines and GOI / HO instructions issued from time to time</p>  |                |
| 3              | To suspend lien under F.R-14   | CPFC - Full powers   |   |                |
| 4              | To transfer lien on a post (F.R.-14 B)   | CPFC - Full powers   |   |                |
| 5              | Appointing an employee of the Organization to officiate in more than one post and fixing | CPFC - Full powers provided that he has power to appoint the employee permanently to each of the post  | <p><b>CPFC:</b> Full powers</p> <p>subject to adherence to guidelines and GoI /</p>   |                |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |  |   |  |           |
|----|--|---|--|-----------|
|    | (a) his pay in subsidiary posts and<br>(b) the amount of compensatory allowance to be drawn by him<br>(FR 49)                              | concerned   | HO instructions issued from time to time   |           |
| 6  | Dispensing with a medical certificate of fitness before appointment to the Organization in individual cases (FR 10)                        | CPFC-Full powers in the case of non-gazetted employees                        | <b>CPFC:</b> Full powers   | No change |
| 7  | To transfer an employee from one post to another   | CPFC-Full powers  | <b>ACC-HQ (HR):</b> Full powers to transfer a person from one post to another post in an identical cadre for a period upto one year in respect of Group B & C employees of the Central Board<br><br>Subject to observance of the instructions issued from time to time |           |
| 8  | Accepting resignation of an employee of the Central Board  | Full powers(as Appointing Authority) in accordance with rules / instructions. | <b>Appointing Authority:</b> Full powersprescribed in the Recruitment Rules  |           |
| 9  | Permitting withdrawal of resignation   | Full powers(as Appointing Authority) in accordance with rules/instructions.   | <b>Appointing Authority:</b> Full powers to the prescribed in the Recruitment Rules  |           |
| 10 | Allowing waiver of notice period for resignation / VRS on payment of Pay in lieu thereof or with waiver of notice period and pay           | Not in existing Compendium  | <b>Appointing Authority:</b> Full powers   |           |
| 11 | Appointment of officials on Deputation / Extension of tenure of officials on Deputation / Interim Repatriation of officials on Deputation. | Not in existing Compendium  | <b>Appointing Authority:</b> Full powers<br><br>Subject to adherence to rules / instructions prescribed by GoI / HO from time to time  |           |
| 12 | Grant of MACP / NFSG / NFU   | Not in existing Compendium  | <b>CPFC:</b> Full powers in respect of in respect of officers in Group A cadre.  |           |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|  |  |  |  |  |
|--|--|--|--|--|
|  |  |  | <p><b>Director, PDUNASS / ACC, ASD (HO) / Zone / ZTI:</b> Full powers in respect of officials in Group B &amp; C cadre in their jurisdiction.</p> <p><b>RPFC-I, PDUNASS / HO / ZO/ZTI / RO / RPFC-II (OIC), RO:</b> Full powers in respect of officials in Group C cadre in their jurisdiction.</p> <p>subject to adherence to rules / instructions prescribed by GoI / HO from time to time</p> |  |
|--|--|--|--|--|

#### **4. PAY & ALLOWANCES**

| <b>Sl. No.</b> | <b>HEAD</b>   | <b>EXISTING</b>   | <b>PROPOSED</b>   | <b>REMARKS</b> |
|----------------|---|---|---|----------------|
| 1              | Power to fix the pay of an officiating employee at an amount less than that admissible under the Rules (F.R.35) | CPFC - Full powers in respect of the posts for which he is the appointing authority   | <b>CPFC:</b> Full powers<br><br><b>Director, PDUNASS / ACC, ASD (HO), ACC, ZTI:</b> Full powers in respect of all Group B & C Officials under his jurisdiction<br><br>Subject to adherence to rules / instructions prescribed by GoI / HO from time to time |                |
| 2              | To sanction advance increment to Stenographers for passing the speed test in Stenography.                       | RPFC, RO / SRO / ADM – Full powerssubject to the observance of the rules and instructions issued by CPFC / Govt. from time to time  | <b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI:</b> Full powers<br><br>Subject to adherence to rules / instructions prescribed by GoI / HO from time to time   |                |
| 3              | To allow higher fixation of pay in respect of ex-combatant clerks appointed in EPFO.                            | RPFC, RO / SRO / ADM–Full powerssubject to the observance of the rules and instructions issued from time to time  | <b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI:</b> Full powers<br><br>Subject to adherence to rules / instructions prescribed by GoI / HO from time to time   |                |
| 4              | To sanction conveyance allowance to handicapped employees for whom the RPFC is the Appointing Authority.        | RPFC, RO- Fullpowerssubject to the observance of the rules and instructions issued from time to time<br><br>RPFC (SRO/ADM) - Full powers in respect of posts up to the level of | <b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI:</b> Full powers<br><br>subject to adherence to Rules / Instructions issued by the GOI / HO from time to time   |                |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |   |  |   |  |
|---|---|--|---|--|
|   |   | Head Clerks subject to the observance of the rules and instructions issued from time to time   |   |  |
| 5 | To sanction personal pay to the officials who pass the Hindi Teaching Scheme Examination. | RPFC, RO / SRO / ADM – Full powers in r/o all the employees of this Region/Office as per instructions issued from time to time<br><br>APFC (SRO) – Full powers in r/o the employees of the SRO   | <b>RPFC-II / APFC (Admin), ASD (HO) / ZO / RO / PDUNASS / ZTI:</b> Full powers<br><br>subject to adherence to Rules / Instructions issued by the GOI / HO from time to time   |  |
| 6 | Stepping up of Pay  | Not in present Compendium  | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> Full powers in respect of Officers upto the level of ACC<br><br><b>Director, PDUNASS / ACC (ASD), HO / Zonal ACC / ACC (ZTI):</b> Full powers in respect of allofficers / officials under their jurisdiction<br><br><b>RPFC-I / RPFC-II (OIC), RO / RPFC-I, ZO / ZTI:</b> Full powers in respect of allofficers / officials under their jurisdiction<br><br>subject to adherence to Rules / Instructions issued by the GOI / HO from time to time |  |
| 7 | Sanction of increment and financial incentive for higher studies                          | Addl. CPFC (Zone) and Addl. CPFC (HR) in the Headquarters - Full powers in respect of officers upto the rank of RPFC (Gr.I) and equivalent in respective Zone/Headquarters subject to the Rules/instructions issued from time to time in this regard | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR)-</b> Full powers in respect of Group A officers upto RPFC-I level posted in HO<br><br><b>Director, PDUNASS / ACC, Zone / ASD / ZTI:</b> Full powers in respect of Group A officers upto RPFC-I level under his jurisdiction  |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |   |  |  |  |
|---|---|--|--|--|
|   |   |  | <p><b>RPFC-I- RO/RPFC-II (OIC) RO:</b> Full powers in respect of Group B &amp; C officials in their jurisdiction</p> <p>subject to the rules/ instructions issued from time to time in this regard</p>   |  |
| 8 | <p>Allowing an employee to count for increments period of extraordinary leave taken otherwise than on Medical Certificate (FR-26)</p>   | <p>CPFC Full powers</p> <p>RPFC(RO) Full powers in r/o the post for which he is the appointing authority, subject to the fulfillment of the condition prescribed in this regard</p> <p>RPFC(ADM)/RPFC/APFC(SRO) – Full powers in r/o the employees of his Office subject to fulfillment of the condition prescribed in this regard</p> | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> Full powers in respect of Group A officers upto RPFC-I level posted in HO</p> <p><b>Director, PDUNASS / ACC, Zone / ASD / ZTI:</b> Full powers in respect of Group A officers upto RPFC-I level under his jurisdiction</p> <p><b>RPFC-I- RO/RPFC-II (OIC) RO:</b> Full powers in respect of Group B &amp; C officials in their jurisdiction</p> <p>subject to the rules/ instructions issued from time to time in this regard</p> |  |
| 9 | <p>Authorizing drawal of pay and allowances for a period of not exceeding two months for a fresh recruit to Organization without Medical Certificate of Health (GID Below FR. 10)</p> | <p>CPFC - Full powers in respect of all Group 'B', 'C' and 'D' posts and Group 'A' post up to the level of APFC</p>  | <p><b>CPFC:</b> Full powers</p> <p><b>Director, PDUNASS / ACC, Zone / ASD / ZTI:</b> Full powers in respect of all Group 'A' posts under their jurisdiction</p> <p><b>RPFC-I, ASD (HO) / PDUNASS / ZO / ZTI / RO / RPFC-II (OIC), RO:</b> Full powers in respect of all Group 'B' and 'C' officials under their jurisdiction</p> <p>subject to the rules/ instructions issued from time to time in this regard</p>   |  |

## 5. TA RULES

| Sl. No. | HEAD  | EXISTING   | PROPOSED  | REMARKS |
|---------|---|--|---|---------|
| 1       | Allowing tours of Officer and Staff                               | Addl. CPFC (Zone) and Addl. CPFC (HR) in the Headquarters: Full powers in respect of officers upto the rank of RPFC (Gr.I) and equivalent in respective Zone/Hqr subject to the Rules/instructions issued from time to time in this regard                 | <p><b>CPFC:</b> Full powers</p> <p><b>Divisional Heads/ ACC-HQ in Head office</b> - Full powers for officers upto the level of ACCs in Head Office</p> <p><b>Director, PDUNASS / Zonal ACC / ACC, ZTI / ASD (HO):</b> Full powers in respect of officers upto the level of RPFC-I in their jurisdiction</p> <p><b>RPFC / RPFC-II (OIC), RO</b> - Full powers in respect of all officials in their jurisdiction.</p> <p>provided that no permission shall be required by OICs to travel within their respective jurisdiction</p> |         |
| 2       | Tours related to Vigilance matters by Officials of Vigilance Wing | Deputy Director (Vigilance) South Zone and West Zone are authorized to approve tour programmes of officers and staff working under them and also to countersign their own TA claims, provided that the tour was in accordance with the approved programme. | <p><b>CPFC:</b> Full powers</p> <p><b>CVO:</b> Full powers in respect of Vigilance Officials</p> <p><b>ACC, Vigilance:</b> Full powers upto the level of DD (Vigilance)</p> <p><b>DD-Vigilance:</b> Full powers in respect of officials under his jurisdiction</p>  |         |
| 3       | To countersign TA bill of Officers and staff                      | <p>CPFC - Full powers (including his own case)</p> <p>Addl. CPFC - Full powers upto the grade of RPFC (Gr.II) working in</p>   | <p><b>CPFC:</b> Full powers (including his own case)</p> <p><b>ACC, ASD (HO):</b> Full powers in respect of all ACCs in HO including his own case</p>   |         |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |  |  |  |  |
|---|--|--|--|--|
|   |  | <p>the Central Office</p> <p>RPFC (RO/SRO) / APFC(SRO) - Full powers in r/o all the Officers of his Office</p> <p>APFC(ADM) – Full powers in r/o Group C &amp; D posts</p>   | <p><b>Director, PDUNASS / ACC Zones:</b> Full powers for officials under his control including his own case</p> <p><b>RPFC-I / RPFC-II (OIC), RO / RPFC-I, ZTI / PDUNASS / ASD (HO):</b> Full powers for officials under his control including his own case</p> <p><b>ACC, Vigilance:</b> Full powers in respect of officials upto the level of RPFC-I / DD Vigilance in HO including his own case</p> <p><b>RPFC-II / APFC Admin, ASD / RO / ZO / ZTI / PDUNASS:</b> Full powers for Group B &amp; C officials working under their jurisdiction</p> |  |
| 4 | To allow relaxation in Tour related matters                        | Not in existing Compendium   | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> in respect of all Group A officers upto ACC in HO</p> <p><b>Director, PDUNASS / ACC, ASD (HO) / ACC, Zone / ZTI:</b> Full powers in respect of all officials under own jurisdiction</p> <p><b>RPFC-I, ZO / ZTI / RO / RPFC-II (OIC), RO:</b> Full powers in respect of all officials under their jurisdiction</p>   |  |
| 5 | Extension in time for shifting of family for more than six months. | <p>CPFC – Full powers</p> <p>Addl. CPFC – Full powers in r/o all officers upto the level of RPFC(Gr.II) working in the Central Office</p> <p>RC(RA) – Full powers in r/o all officers up to the level RPFC (GR.II) working in the Regional</p> | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> in respect of all Group A officers upto ACC in HO</p> <p><b>Director, PDUNASS / ACC, ASD (HO) / ACC, Zone:</b> Full powers in respect of all officials under own jurisdiction</p> <p><b>RPFC-I, ZO / ZTI / RO / RPFC-II (OIC), RO:</b></p>  |  |



Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |  |   |   |  |
|---|--|---|---|--|
|   |  | and Sub Regional Offices<br><br>RPFC(RO/SRO/ADM) - Full powers in r/o all officers up to the level APFCs subject to observance of instructions issued from time to time | Full powers in respect of all officials under their jurisdiction  |  |
| 6 | To declare Controlling Officer under SR 191                                | CPFC - Full powers<br><br>RPFC (RO) – Full powers provided an officer is not declared his own controlling Officer   | <b>CPFC:</b> Full Powers  |  |
| 7 | Powers to make rules for the guidance of controlling officers under SR 195 | CPFC - Full powers  | <b>CPFC:</b> Full Powers  |  |
| 8 | To act as competent authority under SR 42                                  | CPFC - Full powers<br><br>RPFC(RO) - Full powers  | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> Full powers in respect of officials in the level of RPFC-I in HO and ACC level officers<br><br><b>ACC, ASD (HO):</b> Full powers in respect of officials upto the level of RPFC-II in HO<br><br><b>ACC, Zones / Director, PDUNASS, RPFC, RO / ZTI:</b> Full powers in respect of officials under their jurisdiction |  |
| 9 | To act as competent authority under SR 190                                 | CPFC - Full powers<br><br>RPFC(RO) - Full powers  | <b>CPFC:</b> Full powers<br><br><b>Director, PDUNASS, / ACC, Zones / ACC, ZTI / ACC, ASD (HO):</b> Full powers in their respective jurisdiction   |  |

**6. LTC RULES**

| <b>Sl. No.</b> | <b>HEAD</b>   | <b>EXISTING</b>   | <b>PROPOSED</b>   | <b>REMARKS</b> |
|----------------|---|---|---|----------------|
| 1              | Permitting change of Home Town for purpose of Leave Travel Concession   | <p>CPFC - Full powers except that the powers shall not be exercised by the CPFC in respect of his own case</p> <p>Addl. CPFC - Full powers upto the grade of RPFC (Gr.II) working in Central Office</p> <p>RC(RA) - Full powers upto the grade of RPFC (Gr.II) working in Regional and Sub Regional Offices</p> <p>RPFC(RO) – Full powers upto the level of AAO/EO and equivalent posts subject to the observance of instructions issued from time to time</p> <p>RPFC (SRO/ADM) - Full powers upto the level of AAO/EO and equivalent posts subject to the observance of instructions issued from time to time</p> | <p><b>CPFC:</b> Full powers except that the powers shall not be exercised in respect of own case</p> <p><b>Director, PDUNASS:</b> Full powers in respect of Group A Officials under his jurisdiction</p> <p><b>ACC, ASD (HO):</b> Full powers in respect of Officers upto the level of RPFC-I in HO</p> <p><b>ACC, Zone / ZTI:</b> Full powers in respect of Group A Officials under his jurisdiction</p> <p><b>RPFC-I, ZO / RO / ZTI/PDUNASS / RPFC-II (OIC), RO:</b> Full powers in respect of Group B &amp; C Officials under his jurisdiction</p> |                |
| 2              | Relaxation of time limit of six months between commencement and completion of the journey by the family of the employees for entitlement of Leave Travel Concession | <p>CPFC-Full powers subject to the conditions specified in the Government of India O. M. No. 43/10/5/Esstt.) (A), dated 11<sup>th</sup> April, 1958 as amended from time to time</p> <p>Addl. CPFC - Full powers upto the grade of RPFC (Gr.II) working in Central Office</p> <p>RC(RA) - Full powers upto the grade of RPFC (Gr.II) working in Regional and</p>  | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> Full powers in respect of all Group A officers in HO</p> <p><b>ACC, ASD (HO) / Director, PDUNASS / ACC, Zone:</b> Full powers in respect of all officials under own jurisdiction</p> <p><b>RPFC-I, ZO / ZTI / RO / RPFC-II (OIC),</b></p>  |                |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |   |  |  |  |
|---|---|--|--|--|
|   |   | <p>Sub Regional Offices</p> <p>RPFC (RO/SRO/ADM) - Full powers upto the level of APFC and equivalent posts subject to the observance of instructions issued from time to time</p>  | <p><b>RO:</b> Full powers in respect of all officials under their jurisdiction</p> |  |
| 3 | <p>To permit the change of declared place of visit in respect of the Leave Travel Concession facility availed by officers / staff</p> | <p>CPFC - Full powers</p> <p>Addl. CPFC - Full powers in r/o all Officers upto the level of RPFC (Gr.II) working in Central Offices subject to instructions that may be issued from time to time</p> <p>RC(RA) - Full powers in r/o all Officers upto the level of RPFC (Gr.II) working in Regional and Sub Regional Offices, subject to instructions that may be issued from time to time</p> <p>RPFC (RO/SRO/ADM)/ APFC(SRO) - Full powers in respect of the staff in their respective Offices</p> | <p><b>Authority competent to sanction LTC of officer / official</b></p>            |  |

## **7. LEAVE RULES**

| <b>Sl. No.</b> | <b>HEAD</b>  | <b>EXISTING</b>   | <b>PROPOSED</b>  | <b>REMARKS</b> |
|----------------|--|---|--|----------------|
| 1              | Sanction of Casual Leave   | Branch Officer – Full powers in r/o Group 'C' and 'D' employees<br><br>Immediate superior Officer – in respect of other subordinate officers  | <b>Immediate Supervisory Authority not below the rank of APFC:</b> Full powers in HO / ZO / PDUNASS / RO / ZTI   |                |
| 2              | To forfeit leave for Late Attendance   | Branch Officer – Full powers in r/o Group 'C' and 'D' employees<br><br>Immediate superior Officer – in respect of other subordinate officers  | <b>Branch Officer:</b> Full Powers not below the rank of APFC  |                |
| 3              | To condone Late Attendance   | Branch Officer – Full powers in r/o Group 'C' and 'D' employees<br><br>Immediate superior Officer – in respect of other subordinate officers  | <b>Branch Officer:</b> Full Powers not below the rank of APFC  |                |
| 4              | Sanction of Earned / Half Pay / Child Care Leave / EOL with MC / Paternity Leave / Maternity Leave/ Special Disability Leave | CPFC – Full powers for any period<br><br>Addl. CPFC –(i) Full powers in r/o Officers and staff of the Central Office upto the rank of APFC (Gr.I).<br>(ii) Full powers for grant of CL in r/o of RPFCs of all grades posted in the Central Office.<br>(iii) EL upto 10 days in r/o RPFCs of all grades posted in the Central Office.<br><br>RC(RA) - (i) Full powers for grant of CL in r/o of RPFCs of all grades posted | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> in respect of all Group A officers upto RPFC-I in HO<br><br><b>Director, PDUNASS / ACC, ASD / ACC, Zone / ZTI:</b> Full powers in respect of all officers / officials under own jurisdiction<br><br><b>RPFC-I, ZO / ZTI / RO / RPFC-II (OIC), RO:</b> Full powers for all officers / officials under their respective jurisdiction |                |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |   |  |   |  |
|---|---|--|---|--|
|   |   | <p>in the Regional/Sub Regional Offices.<br/>(ii) EL upto 10 days in r/o RPFCs of all grades posted in the Regional/ Sub Regional Office.</p> <p>RPFC (RO) – Full powers in r/o Officers and staff of Regional Office.</p> <p>RPFC/APFC, SRO - Fullpowers in r/o Officer and staff of Sub Regional Office.</p> | <p><b>RPFC-II / APFC, ASD (HO) / ZO / RO / PDUNASS / ZTI:</b> Full powers in respect of all Group B and C officials under their jurisdiction</p>  |  |
| 5 | Sanction of Extraordinary Leave (EOL) without Medical Certificate and Leave Not Due (LND) | Not in existing Compendium   | <p><b>CPFC:</b> Full Powers in respect of all employees of the Central Board</p> <p><b>ACC-HQ (HR) / Director, PDUNASS / Zonal ACC:</b> Full powers in respect of officers upto the rank of RPFC-I &amp; equivalent</p> <p><b>RPFC-I, PDUNASS/ASD/RO / ZO/ ZTI / RPFC-II (OIC), RO:</b> Full powers in respect of all Group B &amp; C officials under their jurisdiction</p>      |  |
| 6 | Sanction of Study Leave   | Not in existing Compendium   | <p><b>CPFC:</b> Full powers</p> <p><b>ACC-HQ (HR):</b> Full powers in respect of RPFC-I, RPFC-II &amp; APFC cadres</p> <p><b>Director (PDUNASS) / ACC, Zone / ASD / ZTI:</b> Full powers in respect of all Group B &amp; C employees of the Central Board under their jurisdiction</p> <p>subject to adherence to rules / instructions prescribed by GoI/HO from time to time</p> |  |
| 7 | Permitting an employee of the Organisation on leave to return to                          | The Authority which sanctioned the leave - Full powers   | <b>Authority competent to sanction leave:</b> Full powers   |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |   |   |   |  |
|----|---|---|---|--|
|    | duty before the expiry of leave.  |   |   |  |
| 8  | Extending leave   | The Authority which sanctioned the leave- Full powers   | <b>Authority which sanctioned the leave:</b> Full powers<br><br>subject to delegated powers   |  |
| 9  | To require medical certificate of fitness before return from leave on medical certificate in cases in which he is authorized to grant leave             | CPFC - Full powers<br><br>RPFC (RO) / SRO/ ADM/ APFC (SRO/ADM) – Full powers upto the level of AOs and other equivalent posts | <b>Authority competent to sanction the leave:</b> Full powers   |  |
| 10 | Grant of leave to an employee of the Central Board declared medically unfit to return to duty   | CPFC - Full powers  | <b>Appointing Authority:</b> Full powers as per Recruitment Rules   |  |
| 11 | Waiving production of medical certificate if an employee of the Organisation takes leave on medical ground for a period not exceeding 3 days.           | The authority which is empowered to sanction leave - Full powers  | <b>Authority competent to sanction the leave:</b> Full powers   |  |
| 12 | To secure a second medical opinion from a civil surgeon in the case of an employee of the Organisation who has applied for leave on medical certificate | The authority which is empowered to sanction leave- Full powers   | <b>Authority competent to sanction the leave:</b> Full powers   |  |
| 13 | To refer an official for Medical Examination under CCS (Medical Examination) Rules, 1957.   | Not in existing Compendium  | <b>CPFC:</b> Full powers<br><br><b>Director (PDNASS) / ACC (ASD), HO / Zonal ACC / ACC (ZTI):</b> Full powers in respect of all officials working under their jurisdiction<br><br><b>RPFC-I, HO, ZO, PDUNASS, ZTI, RO / RPFC-II (OIC), RO:</b> Full powers in respect of all officials working under their jurisdiction<br><br>subject to adherence to instructions issued by GoI/ HO from time to time |  |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |   |   |  |  |
|----|---|---|--|--|
|    |   |   |  |  |
| 14 | Combination of holidays with leave & Joining time.  | <p>CPFC - Full powers</p> <p>RPFC (RO) – Full powers in r/o employees of his Office</p> <p>RPFC (SRO) /RPFC(ADM)/APFC (SRO) – Full powers in respect of employee for which he is the leave sanctioning authority</p>  | <b>Authority competent to sanction the leave:</b> Full powers                  |  |
| 15 | To grant special C.L. on occasions like Bundh, Curfew, etc. or for participating in sports activities, etc. | <p>CPFC - Full powers</p> <p>RPFC(RO)/SRO/ADM – Full powerssubject to the observance of the general instructions issued by the Govt. of India in the matter from time to time</p> <p>APFC (SRO) - Full powers in r/o the employees under his charge subject to observance of the rules and instruction issued from time to time</p> | <b>RPFC-I, PDUNASS, ASD (HO), ZO, RO, ZTI / RPFC-II (OIC), RO:</b> Full powers |  |

**8. JOINING TIME**

| <b>Sl. No.</b> | <b>HEAD</b>   | <b>EXISTING</b>                                   | <b>PROPOSED</b>   | <b>REMARKS</b> |
|----------------|---|---|---|----------------|
| 1              | Permitting the calculation of joining time by a route other than that which travelers ordinarily use                  | CPFC - Full powers<br>RPFC (RO/SRO) – Full powers | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> in respect of all Group A officers in HO<br><br><b>ACC, ASD / Director, PDUNASS / ACC, Zone:</b> Full powers in respect of all officials under own jurisdiction<br><br><b>RPFC-I, ZO / ZTI / RO / RPFC-II (OIC), RO:</b> Full powers in respect of all officials under their jurisdiction |                |
| 2              | Extending joining time on certain conditions within a maximum of 30 days in cases other than that of gazette officers | CPFC - Full powers<br>RPFC (RO/SRO) – Full powers | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> in respect of all Group A officers in HO<br><br><b>ACC, ASD / Director, PDUNASS / ACC, Zone:</b> Full powers in respect of all officials under own jurisdiction<br><br><b>RPFC-I, ZO / ZTI / RO / RPFC-II (OIC), RO:</b> Full powers in respect of all officials under their jurisdiction |                |



## **9. ADVANCES**

| <b>Sl. No.</b> | <b>HEAD</b>  | <b>EXISTING</b>   | <b>PROPOSED</b>   | <b>REMARKS</b> |
|----------------|--|---|---|----------------|
| 1              | Personal Computer  | Not in existing Compendium  | <b>RPFC-II / APFC (Admin), PDUNASS/ASD (HO) /RO/ZO/ZTI:</b> Full powers   |                |
| 2              | Recovery of Advances (all types) in case of violation of conditions for grant of advance   | Not in existing Compendium  | <b>Authority competent to sanction advance:</b> Full powers   |                |
| 3              | Extending the time within which purchase of conveyance should be completed (G.F.Rs Note-I below Rule 196 with Rule 211).   | CPFC - To extend in exceptional cases the prescribed time limit of one month to two months from the date of drawal of advance | <b>Authority competent to sanction advance:</b> Full powers   |                |
| 4              | Sanctioning TA advance to a retiring employee to enable him/her during leave preparatory to retirement, to proceed to the place where he/ she intends to reside permanently. | RPFC, RO / SRO – Full powers<br><br>APFC(SRO) – Full powers   | <b>RPFC-II / APFC (Admin), PDUNASS/ASD (HO) /RO/ZO/ZTI:</b> Full powers   |                |
| 5              | Fixing the rate at which the advance of pay would be recovered from the subsistence allowance (G.F.R.-GID below 225).  | CPFC - Full powers  | <b>Disciplinary Authority concerned:</b> Full powers  |                |
| 6              | Relaxation of eligibility criteria for grant of advances   | Not in existing Compendium  | <b>CPFC:</b> Full powers<br><br><b>ACC-HQ (HR):</b> Full powers in respect of officers upto the level of ACC<br><br><b>Director, PDUNASS / ACC, ASD (HO) / ACC, Zone:</b> Full Powers in respect of Officers upto the level of RPFC-I under their jurisdiction<br><br><b>RPFC-I, RO / ZTI / RPFC-II (OIC), RO:</b> Full |                |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|    |   |   |   |  |
|----|---|---|---|--|
|    |   |   | powers in respect of officials under their jurisdiction                   |  |
| 7  | Sanction of advance in lieu of leave salary to an employee of the Central Board.  | RPFC (RO / SRO) / APFC(SRO)– Full powerssubject to the observance of the rules and instructions issued from time to time in this regard.<br><br>APFC (ADM) – Full powers in r/o non gazette staff subject to the condition that leave has been sanctioned by the competent Authority and in accordance with Rules and instructions. | <b>RPFC-II / APFC (Admin), ASD/RO/ZO/ZTI/PDUNASS:</b> Full powers         |  |
| 8  | Sanction of advance to the family of an employee of the Board who dies while in service.  | RPFC (RO / SRO)/ APFC(ADM/SRO) – Full powerssubject to the fulfillment of the conditions specified in the GFR   | <b>RPFC-II / APFC (Admin), ASD / RO / ZO / ZTI / PDUNASS:</b> Full powers |  |
| 9  | Sanction of advance to the family of an employee of the Board who dies while in service to meet the travel expenses admissible under the rules. | RPFC (RO / SRO) – Full powerssubject to the fulfillment of the conditions specified in the GFR<br><br>APFC (SRO/ADM) – Full powers in r/o Group C and D employees   | <b>RPFC-II / APFC (Admin), ASD / RO / ZO / ZTI / PDUNASS:</b> Full powers |  |
| 10 | Sanction of advance equivalent to one month pay and T.A. to an employee on transfer and advances on tours subject to the conditions laid down.  | RPFC (RO / SRO) – Full powers<br><br>APFC (SRO/ADM) – Full powers in r/o employees up to the level of EO/AAO/AO subject to the observance of the rules and conditions laid down in this regard  | <b>RPFC-II / APFC (Admin), ASD / RO / ZO / ZTI / PDUNASS:</b> Full powers |  |
| 11 | Relaxation in the term of repayment of advances   | RPFC (RO / SRO) – Full powers in case where the advance is sanctioned by the Central Board provided that in case of interest-bearing advances the period of repayment is not extended   | <b>Authority competent to sanction the advance concerned:</b> Full powers |  |

**10. STAFF QUARTERS**

| <b>Sl. No.</b> | <b>HEAD</b>   | <b>EXISTING</b>            | <b>PROPOSED</b>  | <b>REMARKS</b> |
|----------------|---|----------------------------|--|----------------|
| 1              | Declaring an Officer to be Estate Officer   | Not in existing Compendium | <b>CPFC:</b> Full powers<br><br><b>Zonal ACC:</b> Full powers in their respective jurisdictions  |                |
| 2              | Allotment of staff quarters as re-delegated under Rule 25 of EPF (Allotment of Residences) Rules 1972 | Not in existing Compendium | <b>Estate Officers</b> as per applicable Rules - Full Powers   |                |
| 3              | Extension of Retention time of staff quarters as per EPF (Allotment of Residences) Rules - 1972       | Not in existing Compendium | <b>CPFC:</b> Full Powers<br><br><b>ACC-HQ (HR):</b> Full Powers for Staff Quarters located in NCT<br><br><b>ACC, Zones:</b> Full powers for staff quarters controlled by RO under their jurisdiction<br><br>Subject to adherence to instructions issued by GoI / HO from time to time. |                |
| 4              | Allotment in relaxation of EPF (Allotment of Residences) Rules - 1972                                 | Not in existing Compendium | <b>CPFC:</b> Full Powers<br><br><b>ACC-HQ (HR):</b> Full Powers for Staff Quarters located in NCT<br><br><b>ACC, Zones:</b> Full powers for staff quarters controlled by RO under their jurisdiction<br><br>subject to adherence to instructions issued by GoI / HO from time to time. |                |

Comparative Chart showing Existing and Proposed Delegation of Administrative Powers

|   |                                    |                            |   |  |
|---|------------------------------------|----------------------------|---|--|
| 5 | Entitlement for EPF Staff Quarters | Not in existing Compendium | <b>ACC-HQ and equivalent cadres:</b> Type VII<br><b>ACC and equivalent cadres:</b> Type VI<br><b>RPFC-I and equivalent cadres:</b> Type V<br><b>RPFC-II / APFC and equivalent cadres:</b> Type IV<br><b>SO / AO / EO / SS / ASO and equivalent cadres:</b> Type III<br><b>SSSA (and equivalent cadres) &amp; below:</b> Type II |  |
|---|------------------------------------|----------------------------|---|--|

**Item No. 6 : Status Note on Centralized Pension Payments System (CPPS) for disbursing pension through any Bank, any Branch, anywhere in India**

After the approval by Chairman, CBT, Centralised Pension Payment System (CPPS) with payment through NPCI (NACH) has been implemented in all Regional Offices from Jan 2025. Now, payment for pension for all ROs is done through a Centralised Pension Disbursement Account (CPDA) held at New Delhi Branch of SBI. A circular regarding all India implementation of Centralised Pension Payment System (CPPS) has been issued on 17.01.2025 (**Annexure-A**). Provision report for Jan 25 CPPS pilot is as following:

| <b>Summary of transactions for the Month of January 2025</b> |                    |
|--|--------------------|
| Number of Pilot offices                                      | 122                |
| Number of total pensioners                                   | 69. 4 lakhs        |
| Number of successful transactions                            | 69.35 lakh (99.9%) |
| Number of failed transactions                                | 5,830              |
| Total amount disbursed successfully                          | Rs. 1710 crores    |
| Total amount returned back                                   | Rs. 4 crores       |

2. The CPPS is a paradigm shift from the earlier pension disbursement system that was decentralized, and it empowers pensioners to access their pension seamlessly from any bank, any branch, anywhere in the country. Also, online undertaking will be taken in pension claims which will eliminate the need for physical verification visits to banks and simplifies the pension disbursement process. The required changes in online claim form in Unified Portal for same are also under development. In CPPS, there will be no transfer out of PPO due to branch of the bank in which the pensioner has the account, being located outside the jurisdiction of the concerned RO or the bank not having pension disbursement agreement with the concerned RO.

3. With the roll out of the CPPS pan-India for EPS pensioners, various services related to pensioners are also required to be provided. Now the Link branches under the old decentralized pension disbursement system will no longer be a part of pension disbursement system and payment is now dealt separately from services in CPPS. Accordingly, alternate channels for services are being explored and details of which are as following:

**Alternative channels for Services to Pensioners:**

- a. **Digital Life certificate:** The matter is being discussed with IPPB to enter into agreement for Doorstep DLC services to EPS Pensioners for DLC. IPPB is already providing door step DLC services to pensioners from various Government organizations including EPS pensioners. It has wider

reach in remote areas all over the country that can be utilized and the existing achinery of IPPB can be set in motion in co-ordination with EPFO field offices to achieve the goal of providing DLC services to EPS pensioners.

- b. **Recovery:** A new functionality is being developed in the existing software to enable auto adjustment for any excess amounts paid while generating files for pension payment. This would involve first adjusting the excess amount from the arrears of subsequent beneficiaries (first from arrears for Widow pension, then if required from arrears for Children/Orphan pension). If the excess amount is still not fully recovered, further adjustment against future benefits payable to the successive beneficiaries will be made.
- c. **Verification of bank account and pensioners:** In old system, verification of bank accounts of pensioners was done by banks. Currently, in the present system, no verification is being done and pension is disbursed as per Account number given in the claim form. However, under the CITES, it is proposed that the verification mechanism used for UAN KYC of bank account of PF claims be extended to pension claims also.
- d. **Grievances:** EPFiGMS is a customised portal of EPFO with an aim to redress grievances for the services provided by EPFO with a specialised option for EPS pensioners. It is also proposed to have a dedicated pension help desk in each RO.
- e. **Death intimation:** Data of death intimation will be updated based on Aadhar data. For this, online integration with EPFO system for auto intimation of death of pensioners based on Aadhar database in collaboration with UIDAI and Registrar General of Birth and Death (Ministry of Home Affairs), is under consideration.
- f. **Migration to ABPS:** Currently, existing software for centralised payment through NPCI (IFSC and Bank account) is being stabilised. After stabilisation, it will be enhanced with additional software module to include ABPS mode of payment for those pensioners whose existing pension account is Aadhar enabled. Accordingly, transition will be made to ABPS mode in a phased manner. RFP for required software is under preparation. The development of required software to ascertain Aadhar linked bank account details of pensioners is under process.

**Proposal :**    **The status of CPPS is placed before the Executive Committee for kind information please**



# कर्मचारी भविष्य निधि संगठन

Employees Provident Fund Organisation

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

(MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)

मुख्य कार्यालय/Head Office

प्लेट ए, ग्राउंडफ्लोर, ब्लॉक-II, ईस्ट किडवाई नगर, नई दिल्ली-110023

Plate A, Ground Floor, Block II, East Kidwai Nagar, New Delhi-110023

Website: www.epfindia.gov.in, www.epfindia.nic.in

**Annexure-A**



(web-circular)

No. Pension/V4/CPPS/Pilot/2024-Part(1)/efile-948434/2024-25/08 Date: - 17.01.2025

To,

All Addl. CPFC/ACC(HQ)s, Zonal Offices.

All RPFCs / OICs, Regional Offices.

## **Subject: Implementation of Centralised Pension Payment System (CPPS)-reg**

Madam/ Sir,

As you are aware that pilot run for CPPS in Dec 24 with centralised pension payment through NPCI has been conducted in all ROs. Therefore, now onwards all ROs shall process pension claims with any bank account of any branch of any scheduled commercial bank anywhere in India and shall act as CPPS enabled offices.

2. Accordingly, there should not be any transfer out of PPO due to branch of the bank in which the pensioner has the account, being located outside the jurisdiction of the concerned RO or the bank not having pension disbursement agreement with the concerned RO. While processing pension claim, any such new branch/bank shall be mandatorily added in bank master with its IFSC and the required data fields of Pension Payment Disbursement Account Number & Service charge disbursement Account Number values as zero for such new entries in the system.

3. The member applying for pension claim may be informed that they can also choose same bank account number as per their UAN-KYC used for PF claim in pension claim also. It is advisable to avoid failure/wrong payment due to bank account related errors.

4. **It is reiterated that due care shall be taken while entering IFSC and bank account details of beneficiaries for processing of pension claims. The concerned section shall process the claim accordingly.**

5. The PPOs for cases included in CPPS are required to be sent only to concerned pensioners and not to the branch. For all such cases, an undertaking in the attached format shall also be taken from the pensioners within one month of receiving pension claim. For offline claims (e.g. death cases) the undertaking may be taken with claim itself.

6. Also, it must be ensured that for all new PPOs issued, Aadhaar must be seeded in the system for all the beneficiaries so that in future, there would be no issue in DLC submission for the pensioner. All ROs are advised to submit Aadhar details of the beneficiaries at the time of pension claims and to make sure that pension would start only after having the details of Aadhar of beneficiaries in the system.



7. Further, in case of revision of any existing PPO (including PoHW cases), if the existing PPO has been issued by another Regional Office, the revised PPO shall also be issued by same Regional Office only i.e. same PPO issuing RO shall continue to disburse pension.

8. **It is reiterated that as CPPS is implemented w.e.f 1st Jan 2025, there shall be no transfer out to another RO.** For cases which are already marked for transfer out but not yet transferred through e office as per instructions issued, the original RO in which claim is received, shall process it without transferring to any other RO. The claims erroneously transferred to another office in e office after 1st Jan 2025, shall be returned back to original office for necessary action.

9. All Regional Offices shall complete all pending tasks related to pension disbursement in the earlier decentralised system for the period upto December 2024 including reconciliation, recovery and payment of service charges at the earliest.

10. Further, it may be ensured that the reconciliation process is completed as soon as report is made available for the same to concerned ROs. Corrective action shall be promptly taken for pending/rejected/failed transactions and as far as possible, these should be processed in next daily/weekly scroll after corrective action.

11. As the required Software for full scale CPPS is under development, till then, schedule for CPPS until further notice shall be as follows:

**Weekly pension payment:**

- i. Scroll generation - Every Monday
- ii. Upload of payment files - by Next day (Tuesday) forenoon
- iii. Payment date for all files - Next day (Tuesday)

*(Note: in case of holiday, by next working day)*

**Monthly pension payment:**

- i. Generation of BRS and scroll - by 24<sup>th</sup> of the month
- ii. Upload of scroll & payment files - by 25<sup>th</sup> of the month
- iii. Payment date for all files - 26<sup>th</sup> of the month

12. After development of final version of software, daily payments would also be enabled and instructions will be issued accordingly.

13. All Zonal Offices shall ensure that these instructions are communicated effectively and strictly adhered to. Any suggestions / feedback in this matter may be communicated to Head Office through proper channel.

**[This issues with the approval of CPFC]**

Annexure: as above

Yours faithfully,

  
(Aprajita Jaggi)

**Additional Central P.F. Commissioner-(Pension)**



**Copy for information to:**

1. PS to Chairman CBT
2. All CBT members
3. PS to CPFC
4. FA & CAO, CVO, Director-PDNASS and all ZTIs
5. All ACC (HQ)s and ACCs in Head Office
6. IS Division with request to make necessary updates in software and provide guidance to ROs accordingly.
7. Rajbhasha section for providing version in Hindi

Yours faithfully,



**(Pradeep Singh)**

**Regional P.F. Commissioner-II (Pension)**

## **Item No. 7 : Status Note on Hon'ble Supreme Court Judgement dated 04.11.2022 regarding Pension on Higher Wages**

The status about the directions and timelines contained in the Hon'ble Supreme Court of India judgement dated 04.11.2022 in SLP(C.) 8658-8659 / 2019 Employees' Provident Funds Organisation & ors. Vs. Sunil Kumar B & ors. and associated matters and consequent actions taken by EPFO were placed before EC in its 110<sup>th</sup> meeting held on 16.12.2024 and 111<sup>th</sup> meeting held on 18.01.2025. The updated status is as follows:

### **2. Steps taken to finalize the processing of applications**

- Timeline for employers to submit wage details has been extended time to time and recently a final opportunity till **31.01.2025** was given to the employers with the approval of Chairman, CBT. Vide press release dated **18.12.2024**, the employers were also requested to submit replies/update the information by **15.01.2025** in cases where EPFO has sought additional information/ clarification in respect of applications that have been received and examined by EPFO. Zonal Offices and Regional Offices were also directed simultaneously to conduct meetings through VCs with the employers for forwarding pending applications before **31.01.2025**. Regular text messages were sent to such employers/ employees to submit the applications pending with employers for wage details/ clarification. A pop-up in the logins of such employers was also being shown in this regard.
- Offices were also advised to provide a final extension till **31.01.2025** in cases where the timeline of three months have already lapsed and pensioner/ member has not remitted the demand amount as indicated in the Demand Letter seeking more time and also in some cases where the demand notice may need revision on account of submission of corrected wage details.
- Directions were also issued to immediately issue PPOs in eligible cases where the demand amount has been deposited and the member has already retired.
- Offices have also been advised to cautiously handle the litigation and immediately inform any important development related to policy issues to the Head Office. It has also been advised to file the appeals in time and to be prepared for litigation once applications are rejected and to ensure that senior advocates are engaged for major policy issues having very high financial implication.
- The MoL&E has provided the clarifications on below issues with the approval of HLEM and subsequently the clarifications have been issued to Field Offices vide internal circular dated **18.01.2025** through e-office:

- i. Calculation of Pension on Pro-rata basis
  - ii. Cases of exempted establishments
  - iii. Netting of PoHW Dues against Pension Arrears
  - iv. Reckoning wage arrears that are payable retrospectively
- Field Offices have been allowed to hire **Two (2)** DEOs per every **5,000** applications or part thereof. Field Offices have also been advised to hire retired officers/ employees for this work as per the guidelines so as to meet the timeline of disposing all the pending PoHW applications by **31<sup>st</sup> March, 2025**.
  - The Zonal Offices have also been directed to conduct daily review with timely reporting to Head Office so that the workload is disposed off at the earliest.
  - Regular **Video Conferences** are being held with the Zonal Offices and their Regional Offices to monitor the progress. The VCs are being held at the level of Divisional Head of Pension Wing. Since the last meeting of the Executive Committee, **03** separate Video Conferences were held by the Pension Division to review the performance and remove doubts of offices.
  - The progress is also being monitored at the level of CPFC who had taken a VC of all the Zones and Regional Offices on **31.12.2024**. This was followed by another VC at the level of CPFC on **23.01.2025** where he had reviewed the 11 Zones where performance were lagging behind and cautioned them on the below par performance. As a follow up, a strong communication through a DO letter was sent to all offices to gear up their efforts. Timeline was given to all the offices for finalization of Applications for Validation of Option/ Joint Options i.e. for Regional Offices with **less than 5,000** cases on or before **24.01.2025** and for offices with **more than 5,000** on or before **07.02.2025**. The performance of the ROs is being monitored regularly by Zonal Offices.
  - During the regular VCs with field offices, it was apparent that some offices still harboured some doubts on the ways and means of processing the PoHW cases. In order to address these, two separate **Knowledge Sharing sessions** were held with field offices to clarify doubts etc. for speedy processing.
  - Separate sessions were also conducted through VC with individual offices having **less than 5000** cases where it is relatively easier to dispose of the workload with the existing resources. More than **70%** of the workload has been disposed already. The pipeline cases are expected to be disposed of finally within very short time.

- The standard operating procedure has also been elaborated by including separate chapter on Pension on Higher Wages in the Pension Manual that was released during the Foundation Day Celebration Day in **Nov 2024**.
- ACC Pension visited Mumbai Regional Offices that had been the lowest performing zone, to review the PoHW work. She also conducted a knowledge sharing session and clarified doubts of officials on the spot. The trust rules of various exempted establishments were also seen. The process being followed and deployment of manpower as well as DEOs was also reviewed. Now the performance of the zone has shown improvement.
- Directions of Secretary (L&E) and Chairman, EC (CBT) during the last EC meeting with respect to conducting VCs and open hour webinars at HO and RO level with the employers and stake holders to address their issues for speedy disposal of pending applications have been complied with and regular VCs and webinars were held by Regional Offices with employers to clarify doubts and remove any difficulty in processing of PoHW applications.
- On the basis of the regular interaction with the Field Offices, improvements in the system have also been carried out to enhance the performance of the field offices. It was observed that the process of rejection had multiple approval stages, in spite of the fact that there was a speaking order for each rejection duly approved by the concerned officer. Accordingly, the process of rejection has been simplified by introducing a single step procedure by replacing the earlier system of multiple stage approvals.
- Further, there was also some confusion relating to the differences in interpretation of the PF Trust rules by different offices having branches of the same establishment. A communication in this regard has been sent to the field offices on **30.01.2025** for clarity.

3. The series of actions outlined above have resulted in increase in the rate of disposal of cases by the Field Offices. The comparative status of disposal of Pension on Higher Wages as on 14.02.2025 is as below:

| PoHW   |   | Status as reported in<br>111 <sup>th</sup> EC held on 18.01.2025 |                 |            | Status as on 14.02.2025                       |                 |            | Progress    | Progress<br>(%age) |
|--------|---|--|-----------------|------------|---|-----------------|------------|-------------|--------------------|
|        |   | Application<br>for<br>Validation<br>of Option                    | Joint<br>Option | Total      | Application<br>for<br>Validation<br>of Option | Joint<br>Option | Total      |             |                    |
| S. No. | A                                       | B  | C               | D          | E   | F               | G          | H           | I                  |
| 1      | Total Applications                      | 4.1 lakh   | 13.39 lakh      | 17.49 lakh | 4.1 lakh                                      | 13.39 lakh      | 17.49 lakh | Fixed       | Fixed              |
| 2      | Applications not forwarded by employers | 1.38 lakh  | 1.69 lakh       | 3.07 lakh  | 1.14 lakh                                     | 1.10 lakh       | 2.24 lakh  | - 0.83 lakh | 27 %               |

|    |  |           |           |           |           |           |           |             |         |
|----|--|-----------|-----------|-----------|-----------|-----------|-----------|-------------|---------|
| 3  | Applications referred back to employers for complete information         | 54,692    | 4.57 lakh | 5.12 lakh | 45,858    | 3.46 lakh | 3.92 lakh | - 1.20 lakh | 23.43 % |
| 4  | Applications under examination in EPFO                                   | 13,045    | 4.84 lakh | 4.97 lakh | 21,090    | 1.92 lakh | 2.14 lakh | - 2.83 lakh | 56.9 %  |
| 5  | Demand Letters issued  | 23        | 1,37,779  | 1,37,802  | 103       | 2,19,155  | 2,19,258  | +81,456     | 59%     |
| 6  | Total No. of Members / Pensioners who have deposited the demand amount   | 4         | 69,620    | 69,624    | 9         | 74,811    | 74,820    | + 5,196     | 7.46 %  |
| 7  | Members who have deposited the demand amount and continuing in service   | 0         | 39,380    | 39,380    | 0         | 41,285    | 41,285    | + 1,905     | 4.83 %  |
| 8  | Already retired Members/ Pensioners who have deposited the demand amount | 4         | 30,240    | 30,244    | 9         | 33,526    | 33,535    | + 3,291     | 10.88 % |
| 9  | Pension Payment Orders Issued  | 4         | 19,457    | 19,461    | 5         | 24,001    | 24,006    | + 4,545     | 23.35 % |
| 10 | Pension Payment Orders under finalization                                | 0         | 10,783    | 10,783    | 4         | 9,525     | 9,529     | - 1,254     | 11.62 % |
| 11 | Ineligible Applications  | 2.04 lakh | 90,492    | 2.94 lakh | 2.30 lakh | 5.05 lakh | 7.35 lakh | + 4.41 lakh | 150 %   |

\* Zone Wise breakup is attached as **Annexure – A**

#### **4. Handling Impact of Legal Cases**

As the pace of disposal of cases is picking up, a number of legal challenges are also cropping up. A brief of a few cases that have recently come up are as under:

- i. **Kerala High Court-** Regulating Option under Para 11(3): The Kerala High Court has held that if contributions were being made on higher wages without interruption then the need for a further option under Para 11(4) was not necessary. Advice on this matter is being sought from the Ld. Attorney General.

- ii. **Kerala and Delhi High Court-** The calculation of pension on pro rata basis has been challenged in the High Court of Kerala and Delhi. These cases are being challenged by EPFO in the appropriate courts.
- iii. **High Court of Punjab & Haryana-** A recent order of the Hon'ble High Court of Chandigarh in WP 5378/2024 opened up a new issue on the eligibility of members who have already retired prior to 01.09.2014 without exercising option which is being challenged by the department.
- iv. **Supreme Court:** Even regular departmental clarifications are challenged by ineligible members with the hope of obtaining relief. In one recent case in the matter of Prem Kishan (CA no 8143/8144 of 2022), a contempt petition has been filed by one individual member claiming to have submitted option under 11(3) where the facts stated in the petition is questionable. This matter is being challenged by the department.

All these matters need to be defended properly to ensure that there is no adverse legal consequence. Though these cases are drawing resources, EPFO remains committed to attain the targets given by the MoLE in disposal of the cases.

## **5. Analysis of cases of Exempted Establishments**

As per the data collected from the Field Offices in case of approximately **65%** of cases received from Exempted Establishments there is a specific bar on contribution above wage ceiling in the Trust Rules. Further, approximately **70%** cases received from Exempted Establishments pertain to PSUs.

## **6. Actuarial Impact**

While the actuarial analysis/ study can be completed only after all the Applications for Validation of Joint Option/ Joint Options are finally processed, interim actuarial evaluations will continue for **every 50,000 Demand Letters** issued. Evaluation of sample data of around **38,000** applicants for Pension on Higher Wages shows deficit of around **Rs. 9,500 crores** i.e. approximately **Rs.25 lakh per person**. An initial estimate suggested that approximately a sum of **Rs 1,86,920 crores** will be depleted out of the fund on settlement of even as **less as 50%** of the Joint Options (post 2014 cases).

After the closure of receipt of fresh applications on **31.01.2025**, the details of all applicants with Joint Options are now available. Accordingly, a more precise estimate of probable liabilities will be obtained based on the data that is consistent and error free.

## **7. Reasons for Slow Processing**

- For every PoHW application, the month wise wage details for upto **348 months** are required to correctly calculate the pension dues payable and pension admissible which further needs to be verified to ensure correctness. The process is time consuming and requires many man hours.
- Often discrepancies are noticed which are referred back to the employer. Often employers request for time for replying to such cases.
- In many cases members have worked in multiple establishments covered under different ROs requiring detailed verification in multiple ROs.

## **8. Reasons for Rejection**

Following are the main reasons for rejection of Pension on Higher Wages applications:

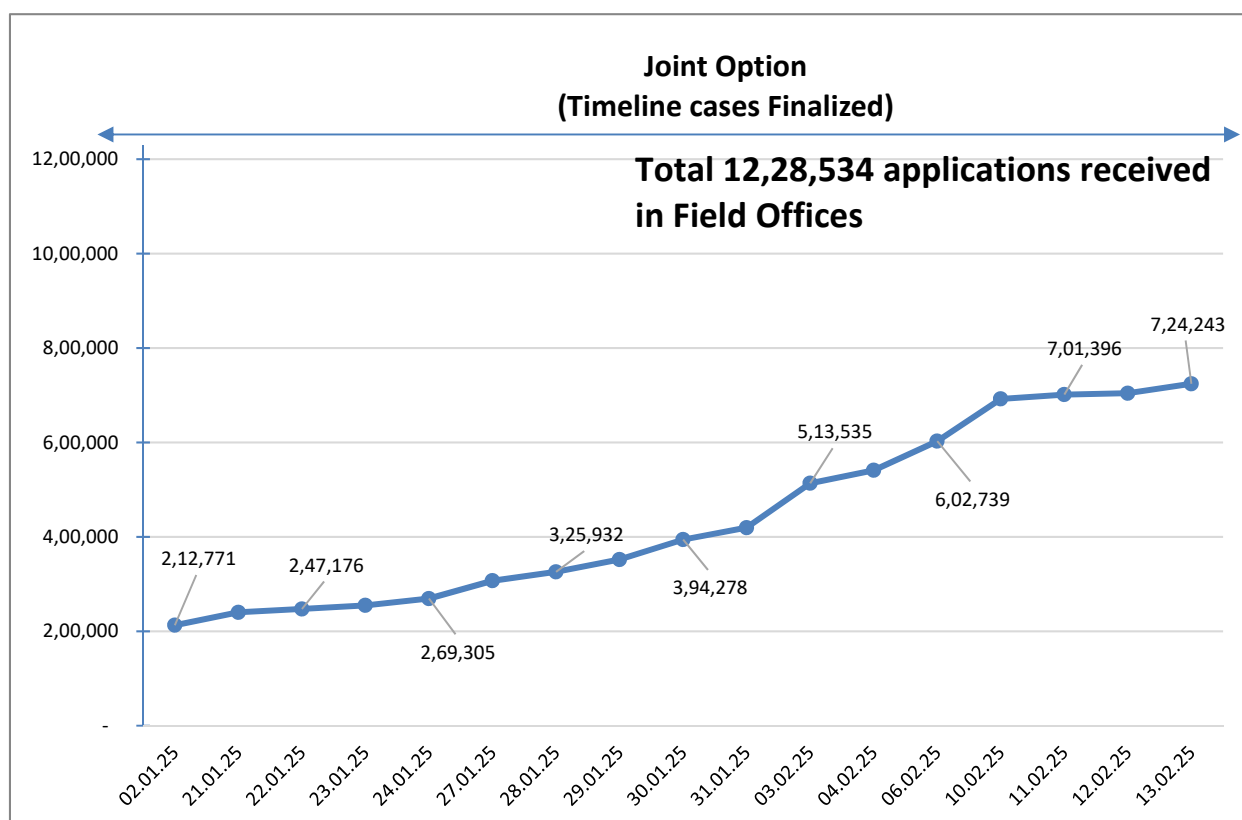
- i. Applicant not found eligible as per the Hon'ble Supreme Court Judgement dated 04.11.2022.
- ii. As per Hon'ble Supreme Court Judgement dated 04.11.2022, members who retired prior to 01.09.2014 without exercising the option under 11(3) are ineligible for Pension on Higher Wages. However, most of the applications from members who retired before 01.09.2014 comes under this category.
- iii. Demand amount not submitted by the applicant within the stipulated time period.

## **9. Strategy and Way Ahead**

- i. To get all applications disposed off in offices with workload **less than 5000** applications immediately.
- ii. Categorizing the applications Establishment Wise and to accord priority to establishments with up to date records.
- iii. Engaging **DEOs** for assisting in the process.
- iv. Creating a **special cell** at each RO comprising of staff drawn from non-accounts sections to expedite disposal.
- v. Ensuring that the workload is equitably distributed so that no single DA is overburdened.
- vi. **Daily** monitoring & interactions with **top 100 establishments** by every RO.
- vii. **Daily** monitoring of ZO/RO – wise performance by Head Office in disposal of PoHW cases and sharing of daily progress report with ZOs/ROs.

Following regular follow up and reviews conducted by EPFO Head Office, the disposal rate has picked up and it is expected that there will be considerable progress during this month and the following months. Since the last meeting of EC held on **18.01.2025** the total disposal has been increased by **120%**. The details of the progress achieved are as follows:

| Disposal Type                 | Position as reported in 111 <sup>th</sup> EC held on 18.01.2025 | Position as on 14.02.2025 | Progress         | Progress %age |
|-------------------------------|---|---------------------------|------------------|---------------|
| Demand Letter Issued (A)      | 1,37,802  | 2,19,258                  | +81,456          | 59%           |
| Cases Rejected (B)            | 2,94,716  | 7,35,371                  | +4,40,655        | 150%          |
| <b>Total disposal (A + B)</b> | <b>4,32,518</b>   | <b>9,54,629</b>           | <b>+5,22,111</b> | <b>120%</b>   |
| PPO Issued                    | 19,461  | 24,006                    | +4,545           | 23.35%        |



10. The agenda on Status Note on Hon'ble Supreme Court Judgement dated 04.11.2022 regarding Pension on Higher Wages was placed before **Pension & EDLI committee (PEIC)** in its **55<sup>th</sup>** meeting held on **13.02.2025**. During the discussions, all the committee members took note of the current status and appreciated the considerable progress made in the disposal of Pension on Higher Wages cases.

**Proposal :** **Agenda is submitted for kind information and further directions, if any**



**Annexure-A**

| <b>Zone Wise disposal of Applications for Validation of Option as on 14.02.2025</b> |   |  |                       |
|---|---|--|-----------------------|
| <b>Zonal Office</b>   | <b>Total No. of Applications Received in FO</b> | <b>Number of cases finalized (Demand letters + Rejected)</b> | <b>Finalization %</b> |
| BENGALURU (BENGALURU)   | 18,338  | 18,012   | 98.22%                |
| HARYANA   | 5,086   | 4,937  | 97.07%                |
| MUMBAI-1 (BANDRA)   | 11,238  | 10,858   | 96.62%                |
| GUJARAT (AHMEDABAD)   | 23,763  | 22,804   | 95.96%                |
| KARNATAKA (OTHER THAN BENGALURU) & GOA (HUBLI)                                      | 13,880  | 12,823   | 92.38%                |
| DELHI, UTTARAKHAND & JAMMU  | 14,605  | 13,485   | 92.33%                |
| CHENNAI & PUDUCHERRY (CHENNAI)  | 23,710  | 21,867   | 92.23%                |
| RAJASTHAN   | 11,046  | 10,091   | 91.35%                |
| TAMIL NADU(EXCLUDING CHENNAI)   | 24,395  | 21,728   | 89.07%                |
| MUMBAI-2 (THANE)  | 8,178   | 6,999  | 85.58%                |
| UTTAR PRADESH   | 16,080  | 13,555   | 84.30%                |
| ANDHRA PRADESH (VIJAYWADA)  | 9,264   | 7,756  | 83.72%                |
| ORISSA (BHUBANESWAR)  | 7,723   | 6,408  | 82.97%                |
| BIHAR & JHARKHAND(PATNA)  | 2,457   | 1,924  | 78.31%                |
| WB, A&N ISLANDS & SIKKIM (KOLKATA)  | 6,101   | 4,425  | 72.53%                |
| KERALA & LAKSHADWEEP (THIRUVANANTHAPURAM)   | 8,950   | 6,264  | 69.99%                |
| MADHYA PRADESH & CHATTISGARH (BHOPAL)   | 13,915  | 8,771  | 63.03%                |
| MAHARASHTRA(EXCLUDING MUMBAI)(PUNE)   | 38,627  | 23,756   | 61.50%                |
| PUNJAB & HIMACHAL PRADESH   | 7,870   | 4,593  | 58.36%                |
| NORTH-EASTERN REGION (GUWAHATI)   | 942   | 309  | 32.80%                |
| TELANGANA (HYDERABAD)   | 29,396  | 9,021  | 30.69%                |
| <b>GRAND TOTAL</b>  | <b>2,95,564</b>                                 | <b>2,30,386</b>  | <b>77.95%</b>         |

| <b>Zone Wise disposal of Joint Options as on 14.02.2025</b> |   |  |                       |
|---|---|--|-----------------------|
| <b>Zonal Office</b>   | <b>Total No. of Applications Received in FO</b> | <b>Number of cases finalized (Demand letters + Rejected)</b> | <b>Finalization %</b> |
| NORTH-EASTERN REGION (GUWAHATI)                             | 9,985   | 9,111  | 91.25%                |
| GUJARAT (AHMEDABAD)   | 73,076  | 63,110   | 86.36%                |
| KARNATAKA (OTHER THAN BENGALURU) & GOA (HUBLI)              | 77,819  | 67,074   | 86.19%                |
| BENGALURU (BENGALURU)                                       | 90,967  | 74,717   | 82.14%                |
| MADHYA PRADESH & CHATTISGARH (BHOPAL)                       | 53,690  | 38,784   | 72.24%                |
| TAMIL NADU(EXCLUDING CHENNAI)                               | 52,706  | 37,722   | 71.57%                |
| HARYANA   | 26,656  | 18,878   | 70.82%                |
| RAJASTHAN   | 27,738  | 18,607   | 67.08%                |
| ANDHRA PRADESH (VIJAYWADA)                                  | 47,535  | 28,135   | 59.19%                |
| ORISSA (BHUBANESWAR)  | 41,510  | 22,812   | 54.96%                |
| MAHARASHTRA(EXCLUDING MUMBAI)(PUNE)                         | 87,677  | 47,543   | 54.23%                |
| UTTAR PRADESH   | 49,113  | 25,977   | 52.89%                |
| TELANGANA (HYDERABAD)                                       | 1,35,920  | 70,031   | 51.52%                |
| BIHAR & JHARKHAND(PATNA)                                    | 27,486  | 14,096   | 51.28%                |
| WB, A&N ISLANDS & SIKKIM (KOLKATA)                          | 51,751  | 25,591   | 49.45%                |
| CHENNAI & PUDUCHERRY (CHENNAI)                              | 48,299  | 23,747   | 49.17%                |
| MUMBAI-1 (BANDRA)   | 1,15,203  | 55,826   | 48.46%                |
| DELHI, UTTARAKHAND & JAMMU                                  | 80,810  | 37,017   | 45.81%                |
| PUNJAB & HIMACHAL PRADESH                                   | 37,075  | 16,834   | 45.41%                |
| MUMBAI-2 (THANE)  | 20,806  | 8,745  | 42.03%                |
| KERALA & LAKSHADWEEP (THIRUVANANTHAPURAM)                   | 72,712  | 19,886   | 27.35%                |
| <b>GRAND TOTAL</b>  | <b>12,28,534</b>                                | <b>7,24,243</b>  | <b>58.95%</b>         |

**Applications Received:**

| <b>Application for validation of Options submitted by applicants till 11.07.2023 (i.e. 4,10,039) (Refer Cell 1B of table at Para 3 above)</b> |  |
|---|--|
| <b>No of applications of exempted establishment*</b>  | <b>No of applications of un-exempted establishment</b> |
| 1,92,208  | 2,17,831   |

| <b>Joint Options submitted by applicants till 11.07.2023 (i.e. 13,38,729) (Refer Cell 1C of table at Para 3 above)</b> |   |   |                  |
|--|---|---|------------------|
| <b>Year in which members will retire / retired</b>   | <b>No. of applications of Exempted estt.*</b> | <b>No. of applications of Un-exempted estt.</b> | <b>Total</b>     |
| prior to 01.04.2024  | 3,34,863                                      | 2,83,070  | 6,17,933         |
| 01.04.2024 - 31.03.2025  | 25,956  | 21,524  | 47,480           |
| 01.04.2025 onwards   | 3,60,855                                      | 3,12,461  | 6,73,316         |
| <b>Total</b>   | <b>7,21,674</b>                               | <b>6,17,055</b>                                 | <b>13,38,729</b> |

**Item No. 8 : Action Taken Statement in respect of decisions/directions of Executive Committee upto 111<sup>th</sup> EC meeting held on 18.01.2025**

| <b>S. No</b> | <b>Decisions/Directions of EC</b>   | <b>Action Taken</b>   |
|--------------|---|---|
| 1            | <p>The Chairperson directed that CPFC will hold regular review meetings with IIT Delhi and provide updated status in the next EC, including the timeline and status of the work done. Since this is HR related work, IIT Delhi should have regular meetings with the HR Division, EPFO, and HR Subcommittee to share and discuss their findings.</p> <p><b>(Item No. 2; 110th EC: 16.12.2024)</b></p>   | <p>An updated interim report has been received from the IIT Delhi. Suggestions regarding improvements and rectifying certain discrepancies has been communicated to the IIT Delhi.</p>  |
| 2            | <p><b>Information agenda regarding expeditious disposal of Court Cases w.r.t. EPFO</b></p> <p>JS (L&amp;E) suggested that effectiveness of first Appellate Authority may be examined in similar government institutions. Additionally, he recommended examining the reasons behind court cases to identify possible changes to the scheme.</p> <p>CPFC said that resolution approach to pending court cases other than 14B cases will be examined and would be placed before the next EC.</p> <p><b>(Item No. 3; 111<sup>th</sup> EC: 18.01.2025)</b></p> | <p>As per directions of HLEM for reduction of litigation in EPFO. A committee has been constituted vide order dated 24-01-2025 with four groups, to focus on Consumer Courts, High Courts, Supreme Courts, and Lower Courts to analyze the causes of cases pending at different judicial forums and suggest measures to reduce the volume of litigation.</p>  |
| 3            | <p><b>Information agenda regarding expeditious disposal of Court Cases w.r.t. EPFO</b></p> <p>The Chairperson directed that 2 to 3 EC members be added to the existing committee to take a comprehensive approach to the issue which may include identifying reasons for the significant increase in cases during the year, provisions for appellate authority, and preparing a SOP for timely disposal,</p>  | <p>A consultation meeting with the members of the Executive Committee (EC) was held on Thursday, 23rd January 2025, through VC to discuss the implementation of Alternative Dispute Resolution (ADR) mechanisms as deliberated during the EC meeting held on 18th January 2025.</p> <p>As per the directions, two to three EC members shall be nominated for the committee to take forward the discussions and ensure a</p> |

|   |   |  |
|---|---|--|
|   | <p>recovery, and credit of demand related to 14B proceedings.</p> <p>The Chairperson directed to consider the proposed amnesty scheme while deliberating upon various issues related to court cases. The Chairperson further added that the committee should also suggest options for virtual proceedings and submit its report before the next EC meeting.</p> <p><b>(Item No. 3; 111<sup>th</sup> EC: 18.01.2025)</b></p>                                 | <p>comprehensive approach toward dispute resolution.</p> <p>The committee shall focus on identifying suitable cases for ADR, streamlining procedures, and ensuring effective coordination with concerned stakeholders.</p>   |
| 4 | <p><b>Progress in Implementation of CITES 2.01</b></p> <p>The Chairperson directed that the module for re-engineered ECR returns be developed to ensure the smooth implementation of the ELI Scheme.</p> <p>The Chairperson also directed that a feedback system for all the stakeholders should be put in place to track and address any grievances raised while implementing project 2.01.</p> <p><b>(Item No.4; 111<sup>th</sup> EC: 18.01.2025)</b></p> | <p>The following committees have been constituted to formulate a plan for the successful implementation of CITES 2.01:</p> <ul style="list-style-type: none"> <li>i. Strategy Team - Re-engineered Returns Launch</li> <li>ii. Strategy Plan Team for the Implementation of the Re-engineered User Management Module</li> <li>iii. Training Strategy and Plan Team</li> </ul>  |
| 5 | <p><b>Progress in Implementation of CITES 2.01</b></p> <p>Shri Sanjay Bhatia stated that all the presentations made during the EC and a list of abbreviations of technical terms may be shared with the EC members.</p> <p><b>(Item No. 4; 111<sup>th</sup> EC: 18.01.2025)</b></p>   | <p>List of abbreviations of shared presentation is below:</p> <ul style="list-style-type: none"> <li>i. PDB- Pluggable Database</li> <li>ii. FO- Field Office</li> <li>iii. UAN- Universal Account Number</li> <li>iv. VDR- Valuable Documents Register</li> <li>v. ECR- Electronic Challan cum Return</li> <li>vi. EDLI- Employees' Deposit Linked Insurance</li> <li>vii. LIP- Life Insurance Policy</li> <li>viii. UAT- User Acceptance Testing</li> <li>ix. CPPS- Centralized Pension Payments System</li> <li>x. VM- Virtual Machine</li> </ul> |

|   |  |   |
|---|--|---|
|   |  | xi. LLD- Low Level Design<br>xii. SIEM- Security Information and Event Management<br>xiii. DC – Data Center, Gurgaon<br>xiv. NDC- National Data Center, Dwarka<br>xv. DR- Disaster Recovery Center, Secunderabad<br>xvi. SAN – Storage Area Network<br>xvii. PMC- Project Management Consultant |
| 6 | <b>Progress in Implementation of CITES 2.01</b><br><br>JS (F&A) (L&E) suggested providing a facility for members to link MIDs to a single UAN in cases where MIDs are not yet linked. Additionally, UANs issued by employers without any MIDs tagged should be blocked to prevent potential fraudulent activities.<br><br><b>(Item No. 4; 111<sup>th</sup> EC: 18.01.2025)</b> | A facility for members to link MIDs to a UAN is available. Data (KYC) needs to be the same in UAN and member ID for linking. Further, UAN allotment by the employer automatically allots a member ID. So, UAN allotment by employer without member ID is not possible.                          |
| 7 | <b>Progress in Implementation of CITES 2.01</b><br><br>In response to a query from Shri Hiranmay Pandya, the Chairperson assured that, in line with HLEM directions, a proposal to introduce ATM card facilities for claim withdrawals will be presented at the next EC meeting.<br><br><b>(Item No. 4; 111<sup>th</sup> EC: 18.01.2025)</b>                                   | The matter is under examination.  |
| 8 | <b>Status Note on Hon'ble Supreme Court Judgement dated 04.11.2022 regarding Pension on Higher Wages</b><br><br>The Chairperson directed that (as suggested by JS(L&E)) VCs should be taken at HO and RO level with the employers to address their issues and for speedy disposal of pending applications.   | The direction of the Chairperson has been complied with. Detailed status agenda on PoHW is being placed.  |

|    |  |  |
|----|--|--|
|    | <p>The Chairperson also directed (as suggested by JS(F&amp;A)) to conduct open hour webinars with the stakeholders in this regard.</p> <p><b>(Item No. 5; 111<sup>th</sup> EC: 18.01.2025)</b></p>   |  |
| 9  | <p><b>Status Note on Hon'ble Supreme Court Judgement dated 04.11.2022 regarding Pension on Higher Wages</b></p> <p>In response to a query from the Chairperson, CPFC assured that by 31st March 2025, EPFO will be able to either issue PPOs or reject ineligible applications.</p> <p><b>(Item No. 5; 111<sup>th</sup> EC: 18.01.2025)</b></p>  | <p>The direction of the Chairperson has been complied with. Detailed status agenda on PoHW is being placed.</p>  |
| 10 | <p>The Chairperson also enquired about the pending applications and deposited amount in case of RINL (Rashtriya Spat Nigam Limited), Vijag Steel and Bhilai Steel. It was directed that a meeting at the Head Office level be scheduled with these establishments to expedite the resolution of the pending matters and their grievances.</p> <p><b>(Item No. 5; 111<sup>th</sup> EC: 18.01.2025)</b></p>  | <p>As per letter dated 06.01.2025 from ZO Vijayawada, 1809 applicants form M/s RINL has deposited the demand amount and a sum of Rs. 413.75 crores (aapprox) have been received from these applicants. A VC chaired by ACC-HQ (Pension) has also been held with ACC (Vijayawada) on 28.01.2025 in this regard. The cases are presently under processing.</p>   |
| 11 | <p>The Chairperson directed EPFO to have interactions at the RO level with those employers who have not yet forwarded the joint applications before 31st January, 2025 deadline.</p> <p><b>(Item No. 5; 111<sup>th</sup> EC: 18.01.2025)</b></p>   | <p>The direction of the Chairperson has been complied with. Detailed status agenda on PoHW is being placed.</p>  |
| 12 | <p>The Chairperson directed to:</p> <ol style="list-style-type: none"> <li>1. conduct a revised actuarial evaluation taking into account the status of ineligible exempted establishments and the available actual data, and</li> <li>2. work on a proposal to modify EPS'95 Scheme so that pension can be disbursed proportionate to the contribution remitted and the interest accrued and place it in the next EC.</li> </ol> <p><b>(Item No. 5; 111<sup>th</sup> EC: 18.01.2025)</b></p> | <ol style="list-style-type: none"> <li>1. It is informed that latest data of approximately 2 lakh members/retirees to whom demand letters are being issued has been forwarded to M/s. K.A. Pandit, Actuarial Consultant, PoHW, for valuation.</li> <li>2. After the initial concept was presented in the meeting held on 22.12.2024, the HLEM has offered certain suggestions. A proposal is accordingly being drafted based on all</li> </ol> |

|    |   |  |
|----|---|--|
|    |   | <p>the inputs received. The actuary will also be consulted while drafting the proposal.</p> <p>Further consultations with stakeholders from the Ministry of Finance, PFRDA, LIC, Institute of Chartered Accountants, VVGNNLI are going on. A meeting has been held on 08.01.2025 and draft proposal has been shared with the stakeholders and the comments are still awaited</p> |
| 13 | <p><b>Regularisation of Canteen Employees of EPFO who were directly recruited in the year 2006-07</b></p> <p>The agenda was deferred with a direction to put up a comprehensive note to the Ministry. The comprehensive note may also contain the legal opinion in light of the Hon'ble Supreme Court judgement given in the year 2006 in this matter.</p> <p><b>(Item No. 6; 111<sup>th</sup> EC: 18.01.2025)</b></p>                                    | <p>A comprehensive note to the Ministry is under submission.</p>   |
| 14 | <p><b>Proposal to review the admissibility of Fixed Medical Allowance to one of the spouses if both are staff pensioners of EPFO or one of them is employee and other is staff pensioner of EPFO</b></p> <p>The Chairperson directed to again put up for reviewing the admissibility of FMA in case one of the staff is employee and the other staff is pensioner of EPFO in the next EC.</p> <p><b>(Item No. 7; 111<sup>th</sup> EC: 18.01.2025)</b></p> | <p>Proposal will be placed before the next meeting of EC.</p>  |
| 15 | <p><b>Status of review of Recruitment Rules</b></p> <p>CPFC informed that a committee of retired officials from other government departments to carry a comprehensive review of the RRs of various cadres of EPFO and preparation of draft RRs has been constituted. The report of the committee will be placed in next meeting of EC.</p>  | <p>A committee of retired officials from other government departments has been constituted on 08.01.2025 to bring in expertise in reviewing the Recruitment Rules of EPFO. The committee held 4 meetings till date.</p>  |



|                    | (Item No. 9; 111 <sup>th</sup> EC: 18.01.2025)   |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
|--------------------|--|---|-------|-----------------|-----------------|------|------------|-------|--------------|------|--------|----|---------------|----|-----------|-------|--------------------|--------------|
| 16                 | <p><b>Status Report of the Committee on Delegation of Administrative/ Financial Powers</b></p> <p>The Executive Committee deferred the agenda, and the Chairperson directed that the status be presented at the next EC meeting. The Chairperson also advised that the Ministry may be consulted on Committee's report and it should be placed in the next Executive Committee.</p> <p>(Item No. 10; 111<sup>th</sup> EC: 18.01.2025)</p>                                | Committee has submitted its report on Delegation of Financial Powers. The same is being reviewed by HR and IFD of EPFO.   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| 17                 | <p><b>Action Taken Statement in respect of decisions taken in the 110th EC meeting held on 16th December 2024</b></p> <p>Shri Sanjay Bhatia further suggested that a status report or update on legal cases be presented to the Executive Committee for their information. CPFC replied that case updates of important nature along with a brief in tabular form would be shared with the Executive Committee.</p> <p>(Item No. 12; 111<sup>th</sup> EC: 18.01.2025)</p> | <p>A status report on legal cases as per the data available on LIMBS as on 14-02-2025 is as under:-</p> <table><tr><th>Court</th><th>Number of Cases</th></tr><tr><td>CONSUMER COURTS</td><td>4490</td></tr><tr><td>HIGH COURT</td><td>10957</td></tr><tr><td>LOWER COURTS</td><td>6371</td></tr><tr><td>OTHERS</td><td>38</td></tr><tr><td>SUPREME COURT</td><td>88</td></tr><tr><td>TRIBUNALS</td><td>10075</td></tr><tr><td><b>Grand Total</b></td><td><b>32019</b></td></tr></table> <p>Further, updates on important cases is being submitted as <b>Annexure-A</b></p> | Court | Number of Cases | CONSUMER COURTS | 4490 | HIGH COURT | 10957 | LOWER COURTS | 6371 | OTHERS | 38 | SUPREME COURT | 88 | TRIBUNALS | 10075 | <b>Grand Total</b> | <b>32019</b> |
| Court              | Number of Cases  |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| CONSUMER COURTS    | 4490   |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| HIGH COURT         | 10957  |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| LOWER COURTS       | 6371   |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| OTHERS             | 38   |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| SUPREME COURT      | 88   |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| TRIBUNALS          | 10075  |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| <b>Grand Total</b> | <b>32019</b>   |   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |
| 18                 | <p><b>Status of Data Sharing Policy formulation and data request handling mechanism in vogue in Employees Provident Fund Organization</b></p> <p>The Chairperson directed to review the policy and to place the status in the next Executive Committee.</p> <p>(Item No. 13; 111<sup>th</sup> EC: 18.01.2025)</p>  | <p>The draft Data Sharing Policy of EPFO was approved by IT Sub-committee. Further, when placed before 106th EC it was directed to vet the policy in light of UIDAI regulations. Meanwhile, the Digital Personal Data Protection Act' 23 requiring alignment of the draft policy with the DPDP Act '23.</p> <p>A committee headed by ACC-HQ(Legal) has been formulated to revisit the draft</p>   |       |                 |                 |      |            |       |              |      |        |    |               |    |           |       |                    |              |

|         |   | data sharing policy in light of Digital Data Protection Act, 2023 and to finalize the policy.   |      |   |         |         |         |         |
|---------|---|---|------|---|---------|---------|---------|---------|
| 19      | <p><b>Status Note on Inoperative Accounts</b></p> <p>The Chairperson mentioned that there are concern of EC members on number of accounts and amounts in Inoperative Accounts and directed to place in the next meeting of EC.</p> <p><b>(Item No. 14; 111<sup>th</sup> EC: 18.01.2025)</b></p>   | <p>1. Inoperative accounts are defined in Para 72 of the Employees’ Provident Fund Scheme, 1952 as under:</p> <p>(6) Any amount becoming due to a member as a result of: (i) supplementary contribution from the employer in respect of leave wages/arrears of pay, installment of arrear contribution received in respect of a member whose claim has been settled on account but which could not be remitted for want of latest address, or (ii) accumulation in respect of any member who has either [retired from service after attaining age fifty-five years or migrated abroad permanently] or died, [but no application for withdrawal under paragraph 69 or 70 has been preferred] within a period of [thirty six months] from the date it becomes payable, or if any amount remitted to a person, is received back undelivered, and it is not claimed within a period of [thirty six months] from the date it becomes payable, shall be transferred to an account to be called the [Inoperative Account]:</p> |      |   |         |         |         |         |
| 20      | <p><b>Status Note on Inoperative Accounts</b></p> <p>JS &amp; FA highlighted the need for a year-wise age analysis of inoperative accounts, including the number of accounts settled and the number of new accounts created annually, to be presented at the next Executive Committee meeting. She emphasized the need of identifying inoperative accounts, which had remained untouched for over 10 to 15 years and could create potential risks of fraud. Additionally, she proposed exploring the possibility of pooling these old inoperative accounts, similar to the approach adopted by the RBI.</p> <p>The Chairperson directed to discuss the issue in the Finance &amp; Audit Committee to examine in details together with age analysis and then place it before Executive Committee.</p> <p><b>(Item No. 14; 111<sup>th</sup> EC: 18.01.2025)</b></p> | <p>2. <u>Amount &amp; Settlements</u>: All such inoperative accounts have definite claimants, and whenever such a member prefers a claim to EPFO, the same is settled after due scrutiny. The year wise payments out of inoperative accounts are as following:</p> <table><tr><th>Year</th><th>Settlement of claims from the inoperative accounts during the Financial Year (in Rs. Crore)</th></tr><tr><td>2019-20</td><td>4123.83</td></tr><tr><td>2020-21</td><td>1855.55</td></tr></table>  | Year | Settlement of claims from the inoperative accounts during the Financial Year (in Rs. Crore) | 2019-20 | 4123.83 | 2020-21 | 1855.55 |
| Year    | Settlement of claims from the inoperative accounts during the Financial Year (in Rs. Crore)   |   |      |   |         |         |         |         |
| 2019-20 | 4123.83   |   |      |   |         |         |         |         |
| 2020-21 | 1855.55   |   |      |   |         |         |         |         |

|    |  |   |                     |
|----|--|---|---------------------|
|    |  | 2021-22   | 2269.75             |
|    |  | 2022-23   | 2673.98             |
|    |  | 2023-24   | 2632.29 (unaudited) |
|    |  |   |                     |
|    |  | As on 31.03.2024, an amount of Rs. 8,505.23 Crore was lying in 21,55,387 inoperative accounts. It is also stated that Inoperative accounts figures are dynamic and changes with each settlement or linking of PF accounts.  |                     |
|    |  | 3. As per directions, a taskforce on Inoperative Accounts has been constituted under the chairmanship of ACC(F&A). 1 <sup>st</sup> meeting of the Committee was held on 30.01.2025 for deliberations on identification and liquidation of inoperative accounts.   |                     |
|    |  | The Committee has noted that there are around 14,000 accounts maintaining minimum Rs. 10 lakh balance with a total quantum of Rs. 5475 Crores. It is suggested to find whether these accounts are KYC complaint or whether any claim has been settled in these accounts so that they can be classified as low risk accounts and genuine owner may be contacted. |                     |
|    |  | It has also been deliberated to map inoperative accounts with an operative account wherein Name and DOB are matching in both accounts. Such an account may be made visible to the operative account member and the member may be suggested to initiate the transfer of the Inoperative Account after duly complying with the KYC requirements.                  |                     |
|    |  | Further, the Committee has decided to co-opt a technical person as a special invitee in the Taskforce to provide insights related to the Data availability.   |                     |
|    |  |   |                     |
|    |  |   |                     |
|    |  |   |                     |
| 21 | Classification of grievances and systemic/ process interventions | A. EPFO's interventions and feedback:   |                     |

|                             | <p>The Chairperson directed that EPFO's interventions and feedback will be discussed in the next EC meeting. JS &amp; FA suggested sharing two circulars on process interventions with the EC members.</p> <p>JS &amp; FA raised the issue of same MIDs in case of rejoining of members in the establishment and suggested to discuss the matter with MoL&amp;E.</p> <p><b>(Item No. 15; 111<sup>th</sup> EC: 18.01.2025)</b></p> | <p><b>1. <u>Simplification of Member profile correction:</u></b></p> <ul style="list-style-type: none"> <li>a) Earlier SOP on member profile updation has been replaced with a simpler process vide Circular dated 16.01.2025.</li> <li>b) Simplification of approvals for Aadhaar verified members, in which members have now been empowered to carry out changes in their basic details by themselves.</li> <li>c) Only exceptions to go to employer or EPF offices.</li> <li>d) Its impacts on Joint Requests approved after simplified process from 20/01/2025 to 18/02/2025 are as following:</li> </ul> <table border="1" data-bbox="885 880 1484 1328"> <thead> <tr> <th>Description</th><th>Number of cases</th><th>%</th></tr> </thead> <tbody> <tr> <td>Directly approved by Member</td><td>2,24,650</td><td>79.22 %</td></tr> <tr> <td>Approved by employer</td><td>48,086</td><td>16.96 %</td></tr> <tr> <td>Approved by Regional Office</td><td>5,609</td><td>1.98%</td></tr> <tr> <td>Rejected by Employer</td><td>1,877</td><td>0.66%</td></tr> <tr> <td>Rejected by Regional Office</td><td>3,343</td><td>1.18%</td></tr> <tr> <td><b>TOTAL</b></td><td><b>2,83,565</b></td><td><b>100%</b></td></tr> </tbody> </table> <p><b>2. <u>Simplification of Transfer of Accounts:</u></b></p> <ul style="list-style-type: none"> <li>a) The process has been simplified vide circular dated 15.01.2025.</li> <li>b) No more employer approval is needed for KYC-verified members.</li> <li>c) After implementation to this revised procedure, transfer claims will be processed directly by EPFO, speeding up the service for members by considerable reduction of the turnaround time on claim submission by members.</li> </ul> | Description | Number of cases | % | Directly approved by Member | 2,24,650 | 79.22 % | Approved by employer | 48,086 | 16.96 % | Approved by Regional Office | 5,609 | 1.98% | Rejected by Employer | 1,877 | 0.66% | Rejected by Regional Office | 3,343 | 1.18% | <b>TOTAL</b> | <b>2,83,565</b> | <b>100%</b> |
|-----------------------------|---|---|-------------|-----------------|---|-----------------------------|----------|---------|----------------------|--------|---------|-----------------------------|-------|-------|----------------------|-------|-------|-----------------------------|-------|-------|--------------|-----------------|-------------|
| Description                 | Number of cases   | %   |             |                 |   |                             |          |         |                      |        |         |                             |       |       |                      |       |       |                             |       |       |              |                 |             |
| Directly approved by Member | 2,24,650  | 79.22 %   |             |                 |   |                             |          |         |                      |        |         |                             |       |       |                      |       |       |                             |       |       |              |                 |             |
| Approved by employer        | 48,086  | 16.96 %   |             |                 |   |                             |          |         |                      |        |         |                             |       |       |                      |       |       |                             |       |       |              |                 |             |
| Approved by Regional Office | 5,609   | 1.98%   |             |                 |   |                             |          |         |                      |        |         |                             |       |       |                      |       |       |                             |       |       |              |                 |             |
| Rejected by Employer        | 1,877   | 0.66%   |             |                 |   |                             |          |         |                      |        |         |                             |       |       |                      |       |       |                             |       |       |              |                 |             |
| Rejected by Regional Office | 3,343   | 1.18%   |             |                 |   |                             |          |         |                      |        |         |                             |       |       |                      |       |       |                             |       |       |              |                 |             |
| <b>TOTAL</b>                | <b>2,83,565</b>   | <b>100%</b>   |             |                 |   |                             |          |         |                      |        |         |                             |       |       |                      |       |       |                             |       |       |              |                 |             |

|   |                      | <p>d) Its impacts on Online Transfer claim Requests from 17/01/2025 to 18/02/2025 are as following:</p> <table><tr><th>Description</th><th>Number of Claims</th><th>%</th></tr><tr><td>Auto Transfer requests (Without Member and Employer)</td><td>4,96,661</td><td>31.56 %</td></tr><tr><td>Transfer claim submitted by members without Employer</td><td>9,20,090</td><td>58.46 %</td></tr><tr><td>Transfer claim submitted by member and Employer's attestation is required</td><td>1,57,075</td><td>9.98 %</td></tr><tr><td><b>TOTAL</b></td><td><b>15,73,826</b></td><td><b>100%</b></td></tr></table>  | Description          | Number of Claims     | %   | Auto Transfer requests (Without Member and Employer) | 4,96,661  | 31.56 % | Transfer claim submitted by members without Employer | 9,20,090      | 58.46 % | Transfer claim submitted by member and Employer's attestation is required | 1,57,075 | 9.98 % | <b>TOTAL</b> | <b>15,73,826</b> | <b>100%</b> |
|---|----------------------|--|----------------------|----------------------|---|--|---|---------|--|---------------|---------|---|----------|--------|--------------|------------------|-------------|
| Description   | Number of Claims     | %  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
| Auto Transfer requests (Without Member and Employer)                          | 4,96,661             | 31.56 %  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
| Transfer claim submitted by members without Employer                          | 9,20,090             | 58.46 %  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
| Transfer claim submitted by member and Employer's attestation is required     | 1,57,075             | 9.98 %   |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
| <b>TOTAL</b>  | <b>15,73,826</b>     | <b>100%</b>  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
|   |                      | <p>3. <b><u>De-linking of erroneously linked Member IDs:</u></b></p> <p>a) A facility has been provided in the member's login, where members can themselves delink any erroneous or fraudulent linkage of employment with their UAN.</p> <p>b) The functionality has already been deployed.</p> <p>c) Further, functionality to delink where contributions have been received in such erroneous/fraudulent MIDs shall also be deployed shortly.</p> <p>d) Its impact on De-linking of Member ID's from 18/01/2025 to 18/02/2025 are as following:</p> <table><tr><th>Reason of De-linking</th><th>Number of de-linking</th></tr><tr><td>Establishment offered the employment, but I had not joined.</td><td>26,078</td></tr><tr><td>I never worked in this establishment and my UAN was added without my consent.</td><td>29,060</td></tr><tr><td><b>Total</b></td><td><b>55,138</b></td></tr></table> | Reason of De-linking | Number of de-linking | Establishment offered the employment, but I had not joined. | 26,078   | I never worked in this establishment and my UAN was added without my consent. | 29,060  | <b>Total</b>   | <b>55,138</b> |         |   |          |        |              |                  |             |
| Reason of De-linking  | Number of de-linking |  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
| Establishment offered the employment, but I had not joined.                   | 26,078               |  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
| I never worked in this establishment and my UAN was added without my consent. | 29,060               |  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |
| <b>Total</b>  | <b>55,138</b>        |  |                      |                      |   |  |   |         |  |               |         |   |          |        |              |                  |             |

|    |  |  |
|----|--|--|
|    |  | <p>B. Circulars on recent process interventions are also attached herewith.</p> <p>C. The issue of same MIDs in case of rejoining of members in the establishment is under deliberation.</p>   |
| 22 | <p><b>Other issues</b></p> <p>Sh. S.P. Tiwari raised concerns about flaws in third party audit of exempted funds where surrenders are being made by hiding facts in compliance audit, hiding penalties and selling securities on discounted rates leading loss to EPFO and members in many cases in the states of Uttarakhand, West Bengal and Uttar Pradesh. The Chairperson directed to send the details of these cases to CPFC Secretariat and place the updated status in the next EC meeting.</p> | <p>A reference of manipulation of fund management of M/s Uttar Pradesh Van Vikas Nigham (UPVVN) received &amp; ATR on following points were called from Zonal Office Uttar Pradesh and Regional Office Kanpur vide mail dated 27/11/2024 which is still awaited.</p> <ol style="list-style-type: none"> <li>1. To enquire from SEBI about the aspect that whether the consultant hired by the Trusts for portfolio management is having a valid license or not?</li> <li>2. To examine whether the higher prices as alleged by the CBT Member are being recorded anywhere to ensure that in the event of PA transfer the correct amount gets transferred as per the provisions of Para 28(2) of the EPF Scheme, 1952?</li> <li>3. To examine/scrutinize the observations made during the Compliance Audit.</li> </ol> <p>No such issue of manipulation of funds by exempted trusts in Uttarakhand/West Bengal Zones is in knowledge of Division, however any specific instance may kindly be brought to our notice for further necessary action.</p> |

**Proposal :        The Executive Committee, CBT may please take note of the above action taken statement.**

**Annexure-A (Update on important cases)**

| <b>S. No.</b> | <b>Case Title &amp; Citation</b>  | <b>Date of Judgment</b> | <b>Court</b>  | <b>Key Issue</b>                     | <b>Summary of Judgment</b>  |
|---------------|---|-------------------------|---------------|--------------------------------------|---|
| 1             | Horticulture Experiment Station Gonikoppal Coorg Vs RPFO (CA 2136/2012)       | 23-02-2022              | Supreme Court | Mens Rea for Penalty                 | The Court held that mens rea or actus reus is NOT an essential element for imposing penalty/damages under EPF Act.  |
| 2             | Provident Fund Inspector Vs Aimil Pharmaceuticals Ltd & Ors (SLP 3737/2019)   | 05-08-2022              | Supreme Court | Power to Sanction Prosecution        | The Supreme Court quashed the Delhi HC ruling, reaffirming that the legality of sanction for prosecution must be raised during the trial.                                   |
| 3             | Thankamma Baby vs RPFC (CA 4619/2010)   | 07-11-2023              | Supreme Court | EPF Applicability on Establishments  | The Supreme Court reaffirmed the social welfare intent of the EPF Act, upholding its applicability to the appellant's commercial establishment under the 1962 notification. |
| 4             | Dr. Arun Gopal Agarwal Vs The Union of India & Ors (SLP (C) 30357-30358/2017) | 30-01-2024              | Supreme Court | Interest on Inoperative EPF Accounts | The Supreme Court dismissed the challenge against denial of interest on inoperative EPF accounts, affirming the validity of government notifications.                       |
| 5             | Sanjay Kumar Agarwal vs State Tax Officer (1) & Anr (CA 1661/2020)            | 31.10.2023              | Supreme Court | IBC Resolution Plan & Govt. Dues     | The Supreme Court ruled that a resolution plan under IBC cannot ignore government dues, reaffirming that government authorities qualify                                     |

|    |   |            |                     |  |   |
|----|---|------------|---------------------|--|---|
|    |   |            |                     |  | as secured creditors.   |
| 6  | Sunil Kumar Jain & Others vs Sundaresh Bhatt & Others (CA 5910/2019)        | 19-04-2022 | Supreme Court       | Employees' Dues in IBC                             | The Supreme Court held that only the wages/salaries of employees who worked during CIRP are included in CIRP costs, ensuring the protection of provident fund, gratuity, and pension funds. |
| 7  | Mathoshri College Case Civil Appeal No. 4188 OF 2013                        | 12-10-2023 | Supreme Court       | Clubbing of Establishments for EPF                 | The Supreme Court ruled on the legal position regarding the clubbing of different institutes for EPF coverage under the EPF Act.  |
| 8  | Provident Fund Organisation vs Kolkata Municipal Corporation                | 14-07-2022 | Calcutta High Court | Applicability of EPF Act on Municipal Corporations | The Calcutta HC ruled that the Constitution 74th Amendment Act, 1992 overrides the Kolkata Municipal Corporation Act, 1980, making EPF applicable.  |
| 9  | M/S Whirlpool Of India Ltd Vs RPFC (W.P.(C) 7729/1999)                      | 06-07-2023 | Delhi High Court    | Canteen Allowance & Basic Wages                    | Delhi HC ruled that canteen allowance forms part of basic wages under Section 2(b) of the EPF Act and is subject to PF contributions.   |
| 10 | Pension on Higher Wages Contempt Case (COC 124/2020, 1377/2019 & 1883/2020) | 30-09-2023 | Kerala High Court   | Pension Entitlement Review                         | Kerala HC ruled that EPFO has the right to reconsider pension disbursement eligibility even for cases where higher pension was previously granted, in light of the                          |



|    |   |            |               |                                 |   |
|----|---|------------|---------------|---------------------------------|---|
|    |   |            |               |                                 | Supreme Court ruling in Sunil Kumar B.  |
| 11 | Sikandar Singh Jamwal Vs Vinay Talwar (CA (AT) 483/2019)  | 11-03-2022 | NCLAT         | Priority of EPF Dues            | The NCLAT confirmed that EPF dues are not debts under the waterfall mechanism of IBC.   |
| 12 | Jet Aircraft Maintenance Engineers Welfare Association vs Ashish Chhawchharia & Ors. (NCLAT 418/2022) | 21-10-2022 | NCLAT         | EPF & Gratuity in IBC           | NCLAT held that non-payment of provident fund and gratuity before insolvency commencement violates IBC provisions, directing their clearance in resolution plans. |
| 13 | DG Homeguard Jabalpur vs RPFC Jabalpur (CGIT/LC/EPFA-21-2020)   | 22-08-2022 | CGIT Jabalpur | EPF Applicability on Homeguards | CGIT Jabalpur upheld the applicability of EPF Act on Homeguards, affirming the RPFC's decision.   |
| 14 | All India EPF Staff Federation Vs Union of India & Ors (O.A. 3139/2022)                               | 13-02-2024 | CAT, PB       | EPFO Cadre Restructuring        | CAT, PB dismissed the challenge to 2016 cadre restructuring, stating it is an administrative matter, not warranting judicial interference.                        |

#### **Ongoing Important Cases:-**

| S. No. | Case Title & Citation   | Court      | Current Status   |
|--------|---|------------|--|
| 1      | Writ Appeal NO.887/2024 filed against M/s Stone Hill Education Foundation challenging Para 83 of the EPF Scheme, 1952-International workers-reg | High Court | The constitutional validity of Paragraph 43A of EPS 1995 was challenged before the Hon'ble Karnataka High Court in W.P. No. 18486/2012, and the provision was struck down. The judgment has been appealed. |

|   |   |               |  |
|---|---|---------------|--|
| 2 | <p>EPFO-IBC matters pending before Supreme Court CA no. 12025/2024 <i>Stressed Assets Stabilisation Fund v. Employee Provident Fund Organisation</i>, CA no. 12239/2024 <i>Jitender Kumar Jain v. Employee Provident Fund Organisation</i>, and CA no. 12249/2024 <i>Anuj Bajpai v. Employee Provident Fund Organisation &amp; tagged matters</i></p> | Supreme Court | <p>The AoR Shri Siddharth This matter was listed on <a href="#">04-02-2025</a> as item 19 before the bench presided by Hon'ble the Chief Justice of India. The ld. Attorney General appeared for EPFO. <b><u>The Court shared its preliminary thoughts on the questions on the character of provident fund dues and their place in the “clean-slate” principle under IBC.</u></b> Accordingly, the Attorney General submitted that <b><u>EPFO would file a note of arguments in all the matters.</u></b> The Court has fixed the matter for final hearing on 18-03-2025.</p> <p>The crucial questions involved in this matter are as under:-</p> <ul style="list-style-type: none"> <li>(i) Whether provident funds can be utilised to pay employer's debts under IBC, SICA, SARFAESI, and RDB statutes?</li> <li>(ii) Whether NCLAT was correct to hold in CA(AT)(Ins.) no. 1229/2019 <i>Savan Godiwala v. Apalla Siva Kumar</i> that the term 'provident fund' under section 36(4)(a)(ii) is confined to sums identified separately as provident fund in the employer's books?</li> <li>(iii) In other words, that judgment held that if the employer violated the EPF Act and misappropriated the provident fund, then that said amount will be utilised to discharge the employer's debts instead of being made over to EPFO. EPFO has consistently maintained that the reasoning of that judgment rewards the violation of EPF Act, and is therefore, incorrect. That issue needs to be authoritatively settled by the Supreme Court.</li> <li>(iv) Whether interest under sections 7Q and damages under section 14B are part of the provident fund under section 36(4)(a)(iii) of IBC?</li> <li>(v) Whether EPFO is precluded from assessing provident fund during the moratorium under section 14 of IBC?</li> <li>(vi) Whether the limitation provided under IBC applies to the appeal submitted by EPFO before NCLAT and the Supreme Court?</li> <li>(vii) Whether EPFO would be justified in seeking exclusion of provident funds without having identified the beneficiary employees?</li> <li>(viii) Whether the resolution professionals must themselves exclude provident funds from the debtor's estate without insisting on a formal claim from EPFO?</li> </ul> |
|---|---|---------------|--|

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## **Item No. 9 : Progress in Implementation of CITES 2.01**

EPFO has been delivering online services to its key stakeholders through two critical applications—'Unified Portal' and 'Field Office Application'—collectively known as EPFO 2.0. To enhance efficiency, a new initiative called the Centralized IT Enabled System (CITES) or EPFO 2.01 is being developed within the Unified Portal. This project aims to transition from decentralized databases to a centralized system with optimized processes for claim settlements and payments, replacing the outdated Field Office Application Software.

The responsibility for developing the revamped software and establishing a centralized database for the CITES 2.01 project has been assigned to C-DAC, an autonomous organization under the Ministry of Electronics and Information Technology. This upgraded system will introduce several key improvements, including consolidating decentralized databases into a unified system with an accounting framework based on the Universal Account Number (UAN). Other significant components include the implementation of the Online Surrender of Exemption module and the complete deployment of the Centralized Pension Payment System (CPPS).

The current status of the CITES 2.01 implementation is as follows:

### **A. Software Module Development**

- The Centralized Pension Payment System (CPPS) was fully deployed in December, successfully processing pension payments for 68,89,473 pensioners. These payments are now routed through NPCI, streamlining transactions.
- The Surrender of Exemption Module has been developed and is now live, allowing exempted establishments to submit online surrender applications and transfer past accumulations using the VDR module. The module was designed through collaboration between ISD, the Exemption Division, and C-DAC, ensuring alignment on requirements, SOPs, processes, and testing.
- A User Management module has been introduced to enhance task management and address inefficiencies caused by inconsistent field office processes. It includes Head Office (HO) user functionalities for office structure management, Field Office (FO) Admin controls for task

allocation, and a feature to enable/disable users during transfers, leaves, or promotions.

- The ECR Returns Module has been re-engineered and is now complete. The update resolves calculation inaccuracies by requiring employers to declare all active members and wages, facilitating automated due computation. Employers now have the option to pay in full or in installments before the due date.
- The transition to UAN-based accounting has been initiated, ensuring a One-Member, One-Account system. This shift simplifies claims processing for EPFO while reducing complications for members. The necessary module for UAN-based accounting has been developed. An online claim settlement module has also been developed wherein the member will transfer all previous service balances to the latest Member ID(primary ID) linked to UAN and process claims against UAN. Further, LIC advance claims have also been planned into online mode and the subsequent premium payments would be automated as per the due dates.
- The Pension Claims module is currently under development by C-DAC.

### **User Acceptance Testing (UAT)**

- A comprehensive User Acceptance Testing (UAT) process has been established, involving both a trained external UAT vendor and an internal UAT team comprising members from ISD, EPFO business divisions, and Field Offices. The Project Management Consultant (PMC) team is overseeing the process to ensure that system development aligns with business requirements.
- Field Office-wise mapping has been completed, detailing the newly created Field Offices along with their abbreviations, regional and zonal affiliations, and a compiled list of all new Regions and Zones with their corresponding codes. Additionally, Pin Code-wise office mapping data for the new offices has been prepared and shared with C-DAC. Employee data from HRSoft will also be shared to facilitate authentication via e-Pramaan, enabling secure login to the system.
- User Acceptance Testing (UAT) for the User Management Module and ECR Module is currently in progress using production data. The C-DAC team is in the process of system configuration and data validation for the migrated data. Once validated, UAT will commence for the Claims and Annual Accounting Module using the migrated data.

## **B. Security/ Vulnerability Assessment Testing**

Bharti Airtel was selected as the vendor for Security and VAPT (Vulnerability Assessment & Penetration Testing) services for the CITES project through a competitive RFP process. Security and vulnerability testing was conducted for the CPPS module to ensure its robustness, resilience against potential threats, and compliance with security standards.

## **C. IT Infrastructure setup**

The availability of hosting infrastructure was identified as a critical factor for the timely Go-Live of CITES. To facilitate this, a comprehensive RFP was prepared for infrastructure rental rather than purchase. The decision to opt for rental was driven by the need to provide EPFO with flexibility for future transitions to EPFO 3.0, avoiding sunk costs or potential hardware incompatibility with future architectural or technological advancements.

To guide the procurement strategy, an expert technical advisory group was formed. The committee initially recommended including an EOI (Expression of Interest) stage for such a large-scale RFP, estimating a closure timeline of approximately six months. However, to adhere to strict project timelines, the committee advised proceeding via the nomination route for faster procurement of rental hardware.

As a result, RAILTEL, a Navratna PSU and EPFO's existing GNOC service provider and Co-location service provider, was awarded the contract for hardware supply and installation for CITES. This included setting up two environments:

- Staging Environment – To facilitate seamless data migration and User Acceptance Testing (UAT).
- Production Environment – Where the CITES application will be hosted and made accessible post Go-Live.

The contract was awarded in November, and RAILTEL has successfully met most hardware delivery targets. Railtel is in final stages of completing the configuration of all the security solutions and expected to be completed by the end of February. To ensure adherence to timelines, daily cadence calls are being conducted by ISD officers to closely monitor the setup of both the Staging and Production environments.

## **Production area setup**

### **Overall**

- Upgrade of Unified Portal Database: The existing Oracle 12c database has been successfully upgraded to Oracle 19c in the new production environment on February 9, 2025.
- Migration to RedHat OpenShift: Key portals, including EPFO Portal, IW Portal, Audit Portal, and Form 19 Portal, have been successfully migrated to the RedHat OpenShift Platform.
- Hardware Inspection: A detailed inspection of Disaster Recovery (DR) and National Data Centre (NDC) has been conducted to verify hardware delivery and installation.
- Security Configuration: RAILTEL is in the process of configuring critical security devices, including SIEM (Security Information and Event Management), DAM (Database Activity Monitoring), and Privileged Access Management for the Data Center (DC), Disaster Recovery (DR), and National Data Centre (NDC).
- Firewall Audits: The Airtel Audit Team is currently reviewing and auditing firewall policies and rules applied to Internet-facing Palo Alto NextGen Firewalls in the Data Center (DC).
- Network and Security Logging: Syslog Level 3 has been successfully configured across all network and security devices.
- Pending MPLS Router & Firewall Integration: Integration of MPLS routers and firewalls with SIEM is currently pending, as the new MPLS routers and Palo Alto Firewalls have not yet replaced the existing routers and Checkpoint Firewalls.
- Pending SIEM Integration: The integration of Virtual Machines (VMs) and databases with SIEM is yet to be completed.
- Web Application Firewall (WAF) Configuration: WAF configuration is pending as it requires replacing the old IP subnets with new IP addresses.
- Firewall Connectivity & Routing:

- The SOC Zone is secured behind a Palo Alto Firewall, while the Database is protected behind a VDOM Fortigate Server Farm Firewall.
- Currently, RAILTEL is establishing connectivity with the new Palo Alto Firewall using a static route, which will later be replaced with OSPF (Open Shortest Path First) routing protocol for better efficiency.
- NBAD Implementation: Network Behavior Anomaly Detection (NBAD) has been fully configured, and SOC (Security Operations Center) will monitor its activity.
- Security Solution Licensing Analysis: A detailed analysis of the total number of licenses required for following security solutions has been completed based on RAILTEL's provided list.
  - SIEM: Security Information and Event Management (Central Log Management with Analytics) with SOAR (at DC)
  - Database Activity Monitoring
  - Privilege Access Management
  - Server Security Solution, along with management console

### **Staging environment setup**

- For Database servers in Staging environment, all Oracle tools required for data migration have been installed and configured in the Staging environment.
- Migration of UAT environment from testing to staging has been completed.
- Creation of 66 table (Data consolidation from all 123 PDB's) using Golden Gate (one of the Oracle tools) was started on 19th Dec'24 and is currently ongoing. At present 20 PDBs migration for consolidation and 32 tables for unified has been completed.
- For Application servers in Staging environment, Design Document (Low level diagram - LLD) has been discussed and approved, thereafter from 2nd December '24 onwards, installation and implementation of OpenShift (required system software for application installation) has been completed.

- Storage drivers has been installed in OpenShift, storage has been allocated and creation of VMs has been completed along with creation of application stacks.

## **E. Data Migration**

- A large-scale data migration exercise has been launched under CITES to consolidate 123 PDBs (Pluggable Databases) from the Field Office application into a single unified database. To facilitate this, a dedicated Data Migration Team has been set up at ISD, working closely with C-DAC to formulate a comprehensive Data Migration Strategy along with a Transformation and Mapping Document.
- A team of Oracle Consulting Services engineers has been dedicatedly deployed for this task. These engineers are collaborating with C-DAC to gain an in-depth understanding of the target database design, overall system architecture, and mapping document. This knowledge-sharing process is conducted daily.
- Following these knowledge-sharing sessions, the Oracle team has started developing migration scripts and is currently executing data migration for a few PDBs. Daily cadence calls are being held to monitor progress, resolve bottlenecks, and address data quality issues in real-time.
- The configuration of Active Data Guard and Golden Gate is complete, ensuring that data from the Unified Portal and Field Office applications is continuously synced and staged for migration using the Oracle Data Integrator (ODI) tool.
- Oracle has successfully migrated data from three PDBs, which was made available in the UAT environment on February 7. The C-DAC application team is currently verifying the migrated data.
- The migration of data from 58 PDBs for all non-pension modules is in progress. The C-DAC Data Migration Team is in the process of finalizing the mapping document after discussions with the application team.
- The pension module mapping document has been submitted by C-DAC. Following its approval, Oracle will begin developing migration scripts for the pension module.



- Discussions are ongoing between C-DAC, Oracle, and EPFO regarding clarifications for the Claims Module mapping document.
- A validation document with indicative templates has been drafted. C-DAC is currently working on defining scenarios and use cases for different tables and fields, while Oracle is assessing the feasibility of technical validation.

## **F. Training, Capacity building, Change Management**

A dedicated committee has been set up for Training and Capacity building activities pertaining to CITES. Additionally, it has been envisioned that changes in ECR module will result in some impact on Employers/ Establishments. Therefore, in order to ensure smooth ECR rollout a dedicated ECR Strategy committee has been formulated as well.

- The committee for Training and Capacity Building has also initiated meetings to formulate a detailed roadmap for each module, to ensure there are no challenges in system adoption and usage after launch of CITES.
- Draft strategy roadmap for overall Training and Capacity Building across all modules has been created and is being internally reviewed by the committee for Strategizing training and capacity building.
- Draft User Manual has been prepared for User Management Module
- Revised user manual for user management submitted for review of the User Management committee.
- User Manual and Video for ECR has been prepared and shared by PMC. C&PR division has been requested to create creatives for sharing with Employers.
- Training and Roll-out plan being finalized for the above modules.
- Training and Capacity building draft strategy for overall modules being finalized.
- Draft list of invitees for industry consultation drawn.

**Proposal : Information on Progress in Implementation of CITES 2.01 is submitted before Executive Committee for information**

## Item No. 10 : Status/Evaluation of grievances categories and Systemic/Process interventions

1. Impact of Circulars issued on Simplification of Transfer cases and KYC Process: -

Post issuance of circular dated 15/01/2025 on Simplification of Transfer and Circular dated 16/01/2025 on Simplification of Joint Declaration Process, there has been significant reduction in receipt of grievances in main three categories.

| S.No | Grievance Category                               | RECEIPT(%)<br>(17/12/2024-<br>17/01/2025) | RECEIPT(%)<br>(18/01/2025-<br>18/02/2025) | Progress |
|------|--|---|---|----------|
| 1    | Withdrawal Final settlement of 19 20 10C 31      | 6025(35.88)                               | 5100(28.94)                               | 7.60%    |
| 2    | KYC updation/Correction/Joint Declaration issue  | 5112(30.44)                               | 4973(28.22)                               | 2.60%    |
| 3    | Transfer of PF and Pension Service/Form 13 issue | 2692(16.03)                               | 2378(13.49)                               | 2.50%    |

It is further to mentioned that the reduction in PF advance/ withdrawal category is a direct outcome of the issuance of the mentioned circulars as on sample analysis of the grievances in the withdrawal category, it has been noticed that around 25 % (percent) of the grievances in withdrawal category are related to KYC/JD issue and 16% -18%(percent) cases in withdrawal category are related to Transfer cases.

Therefore, Issuance of KYC/JD & Transfer Circular has contributed to decreased receipt of grievances in the withdrawal/Advance category.

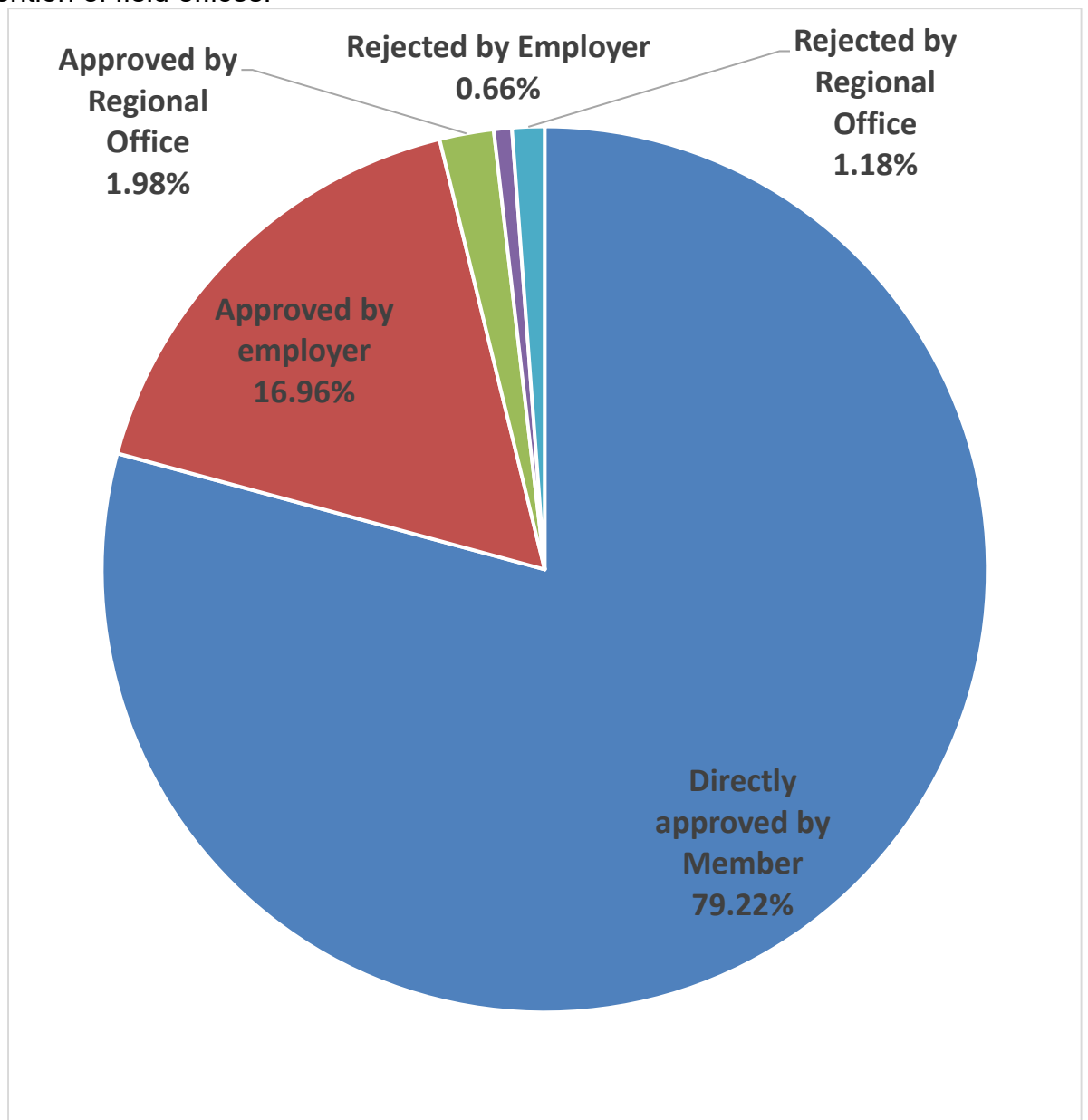
2. Comparison between top 10 categories of grievances: -

| S.No | Grievance Category                               | RECEIPT (%)<br>(17/12/2024-<br>17/01/2025) | RECEIPT(%)<br>(18/01/2025-<br>18/02/2025) | Impact    |
|------|--|--|---|-----------|
| 1    | Withdrawal/Advance Of PF                         | 6025(35.88)                                | 5100(28.94)                               | Decreased |
| 2    | KYC updation/Correction/Joint Declaration issue  | 5112(30.44)                                | 4973(28.22)                               | Decreased |
| 3    | Transfer of PF and Pension Service/Form 13 issue | 2692(16.03)                                | 2378(13.49)                               | Decreased |
| 4    | PENSION RELATED GRIEVANCE                        | 1004(5.97)                                 | 950(5.39)                                 | Decreased |

|    |  |           |           |           |
|----|--|-----------|-----------|-----------|
| 5  | UAN DISABLED /deactivated              | 599(3.56) | 601(3.41) | Decreased |
| 6  | Establishment/Employer Grievance       | 370(2.2)  | 389(2.2)  | No Change |
| 7  | Higher Pension                         | 145(0.86) | 330(1.87) | Increased |
| 8  | Member passbook /service-related issue | 286(1.7)  | 213(1.2)  | Decreased |
| 9  | IS NDC for technical problem           | 85(0.5)   | 128(0.72) | Increased |
| 10 | Death claim/EDLI                       | 114(0.67) | 117(0.66) | Decreased |

### 3. Simplification of Documentation Requirements: - Impact on KYC Process

Below is pictorial representation of kyc correction done between 20/01/2025 and 18/02/2025 and this data shows that more than 96% of correction do not require intervention of field offices.



**Proposal : The above status is placed before Executive Committee for information**

## **Item No. 11 : Information agenda regarding expeditious disposal of Court Cases w.r.t. EPFO**

In compliance to directions of Hon'ble Minister for Labour & Employment and directions of MoL&E, meeting with Presiding Officers of all CGITs along with CLC(C) officers and EPFO officers was held on 27.12.2024 under the Chairmanship of Additional Secretary (MoL&E) to discuss the implementation of Lok Adalats in CGITs for the expeditious disposal of pending EPF-related cases.

2. It was further directed by the Ministry that EPFO may include the action points as one of the Agenda items for the next meeting of Executive Committee.

3. Discussions were held with presiding officers of CGIT by RPFC-Is of Regional Offices regarding feasibility of implementation of Lok Adalat in CGITs for the expedited disposal of pending EPF-related cases.

4. The number of damages (14B) cases pending for adjudication before CGITs are 4818 involving an amount of approx Rs/- 1956.88 Crores. Zone wise details may be seen as **Annexure-A**.

5. A committee of EPFO Officers was constituted to give their recommendations on the issue whether there can be uniformity in the approach by EPFO before judicial authorities in cases suitable for resolution under Lok Adalat.

6. The committee has examined the modalities and approach to enable this and submitted its reports on 10-01-2025 placed as **Annexure-B**.

7. It was submitted that dues assessed or under assessment under Section 7A cases are third party properties and can not be settled and interest under Section 7Q of the Act is statutorily prescribed and can not be altered on basis on any negotiated settlement. Damages imposed under Section 14 B are in nature of penalty and EPFO being implementing agency is competent to reach a negotiated settlement in such cases

8. The 3 options were presented as follows: -

1. **Option 1: Statutory Mechanism** Automatic abatement of cases on deposit of specific percentage of noticed/ adjudicated amount. Similar provisions exist in taxation, property laws-Section 128A has been recently inserted in CGST Act,2016
2. **Option 2: Lok Adalat** Using Lok Adalats for settlement of cases. Civil disputes and criminal cases of compoundable nature can be referred to Lok Adalats for resolution. This is a legally valid but time consuming and

require deployment of disproportionate resources. Moreover, cases at Notice stage would be outside its purview.

3. **Option 3:** (Informal) Matters can be settled in the appeals pending before the CGITs. Settlement could be reached on the basis of broad guidelines issued by the department. The tribunal may dispose of the matters on the basis of such negotiated settlements. However, this is an informal mechanism without any legal basis and hence avoidable.

9. Subsequently, as per directions of EC, a consultation meeting with the members of the Executive Committee (EC) was also held on Thursday 23-01-2025 wherein the 3 options of the Committee were further deliberated.

10. The EC members gave the following views: -

1. To explore options for the Employer to settle their outstanding dues in installments and for incentivizing them for the same.
2. The initiative for reducing the litigation was appreciated but it was suggested that sufficient care should be taken that the measures taken do not result in loss to beneficiaries or EPFO.

The suggestions provided by the EC members have been taken note of.

11. Option 1: Statutory Mechanism is found to be effective for effective quick and efficacious settlement of disputes related to cases of damages 14B as it provides for a non -discretionary, time tested and legally sound method for resolution.

12. For implementation of Statutory Mechanism of the proposed ADR Scheme, draft amendment would be as under:-

### **Employees' Provident Funds and Miscellaneous Provisions Scheme, 1952**

In exercise of the powers conferred by section 5 read with sub-section (1) of section 7 of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (19 of 1952), the Central Government hereby makes the following Scheme further to amend the Employees' Provident Funds Scheme, 1952, namely: -

**1. Short title and Commencement.** — (1) This Scheme may be called the Employees' Provident Funds (Amendment) Scheme, 2025.

(2) It shall come into force from the date of its publication in the Official Gazette.

2. In the Employees' Provident Funds Scheme, 1952, in paragraph 32A, after sub-paragraph (1), the following clause shall be inserted, namely: -

“(1A) Notwithstanding anything to the contrary contained in this Scheme, where any amount of damages is payable by an employer under a notice or an order issued under section 14B of the Act and the said person pays damages at the rate of one percent of the arrear of contribution per month or part thereof, as the case may be, on or before the date, as may be notified by the Government, all the proceedings in respect of the said notice or order, as the case may be, shall be deemed to be concluded.

(1B) An appeal filed by an employer in terms of Section 7I of the Act, against a notice or an order referred in sub-paragraph (1A), shall stand to be abated on the employer remitting amount of damages as specified in sub-paragraph (1A).”

13. The legal vetting of the proposed agenda has been done. Further, the financial vetting of the agenda is under process.

**Proposal : This information agenda, is placed before the Executive Committee for information**

| S.No. | Zone               | Number of ongoing Cases | Sum of Total Amount involved |
|-------|--------------------|-------------------------|------------------------------|
| 1     | Bengaluru          | 375                     | 209.58                       |
| 2     | Bhopal             | 202                     | 94.1                         |
| 3     | Chandigarh         | 163                     | 69.91                        |
| 4     | Chennai            | 283                     | 106.96                       |
| 5     | Coimbatore         | 830                     | 109.39                       |
| 6     | Delhi              | 359                     | 183.88                       |
| 7     | Gujarat            | 159                     | 59.17                        |
| 8     | Haryana            | 105                     | 80.6                         |
| 9     | Hubballi           | 269                     | 76.32                        |
| 10    | Jaipur             | 155                     | 83.41                        |
| 11    | Kolkata            | 77                      | 46.42                        |
| 12    | Mumbai-I           | 225                     | 82.62                        |
| 13    | NER                | 5                       | 1.66                         |
| 14    | Odisha             | 50                      | 31.84                        |
| 15    | Patna              | 101                     | 106.42                       |
| 16    | Pune               | 568                     | 269.39                       |
| 17    | Telangana          | 154                     | 123.12                       |
| 18    | Thane              | 160                     | 91.82                        |
| 19    | UP                 | 142                     | 65.74                        |
| 20    | Vijaywada          | 50                      | 21.99                        |
| 21    | Kerala             | 386                     | 42.54                        |
|       | <b>Grand Total</b> | <b>4818</b>             | <b>1956.88</b>               |



**Introduction:** Ministry of Labour and Employment, vide communication no Z-13011/04/2024-CLS-II (E) dated 02.01.2025, has sought comments on introduction of ADR provisions for quick resolution of disputes arising in the matter of dues payable under Act in the context of letter dated 30.12.2024 of the Presiding Officer, CGIT Lucknow. A committee of the undersigned officers was constituted through EPFO Headquarters communication dated 03.01.2025.

**Dues under the Act:**

Defaulted contributions determined u/s 7A, damages u/s 14B and interest chargeable u/s 7Q are the dues in respect of which disputes usually arise. All orders passed under the stated provisions are appealable before the CGIT u/s 7I of the Act.

2. As far as defaulted contributions determined under section 7A of the Act are concerned, the determined amounts are third party properties and cannot be compromised or settled by the department. Settlement of such matters on consented terms by EPFO is, therefore, not legally permissible.

3. As far as interest under section 7Q is concerned, the same is statutorily prescribed and cannot be altered on the basis of any negotiated settlement between the parties. Accordingly, disputes concerning the said interest cannot be settled on negotiations.

4. As far as damages imposable under section 14 B are concerned, the same are of the nature of penalty imposed upon the employer for contravention of legally mandated obligations. EPFO being the implementing agency is, therefore, fully competent to reach to a negotiated settlement in respect of such matters.

5. The committee considered various Alternative Dispute Resolution (ADR) mechanisms available under law and practices being followed in similarly circumstanced departments. Accordingly, three options were deemed suitable for implementation of the stated ADR scheme.

### **Option 1: Statutory Mechanism**

In our opinion, an effective ADR mechanism for quick and efficacious settlement of disputes related to imposition of damages under Section 14B of the Act can be achieved by inserting an enabling provision in the subordinate legislation (Schemes).

2. This approach will provide a legal basis for achieving the government's objective and is also quick and effective. Similar laws, such as the Central Goods and Services Tax (CGST) Act, 2017, contain provisions for settlement of disputes. For instance, Section 128 A of the CGST Act provides for deemed closure of cases by waiver of penalty where the assessee remits the amount of tax noticed to him.

3. We propose that a similar provision can be inserted in the Schemes under the EPF & MP Act 1952 to enable automatic disposal of disputes concerning Section 14B on payment of a specified percentage of the noticed or adjudicated amount.

4. Such a provision offers a non-discretionary, time-efficient, and procedure-less mechanism for settlement of disputes. A party to the dispute can simply pay the stated fraction of the amount and the case, at whichever stage it is, will get automatically closed.

5. Accordingly, we recommend that the following paragraph, which is in *pari materia* with Section 128 A of the GST Act, 2017, may be considered for introduction in the Schemes:

*“(1) Notwithstanding anything to the contrary contained in this Scheme, where any amount of damages is payable by an employer under a notice or an order issued under section 14B and the said person pays damages at the rate of one percent of the arrear of contribution per month or part thereof, as the case may be, on or before the date, as may be notified by the*



*Government, all the proceedings in respect of the said notice or order, as the case may be, shall be deemed to be concluded.*

*(2) An appeal filed by an employer in terms of Section 7I, against a notice or an order referred in clause (1), shall stand to be abated on the employer remitting amount of damages as specified in clause (1)."*

6. Operational guidelines for implementation of option 1 are detailed in Annexure-A.

### **Option 2: Lok Adalat**

The second available option is by way of intervention of Lok Adalats. The Lok Adalats are constituted under provisions of Legal Services Authorities Act, 1987 at the district, state and national levels for negotiated settlement of civil and criminal disputes pending with the courts. Under the mechanism of Lok Adalats only disputes of civil nature and compoundable criminal cases could be settled.

2. If this option is taken, the CGITs will be required to refer the 14B matters pending before them, on application made by any of the parties, to the concerned legal services authorities for referral to Lok Adalats. The matters will then be taken up by the concerned Lok Adalats for a negotiated settlement between the parties. The Lok Adalat will issue an award on successful disposal of the matter on consented terms. The award issued by the Lok Adalat is final and binding upon the contesting parties as per the mandate of section 19 of the 1987 Act. The same is also not appealable before any higher judicial forum.

3. Cases where no compromise or settlement could be reached are required to be returned to the referring court by the concerned Lok Adalat. Such cases are then taken up by the jurisdictional court on merits and decided as per law.

4. In case we decide to adopt this method, no amendment to the Act or the Schemes will be necessary as legal basis for such ADR mechanism is already available in the 1987 Act. Only requirement on part of the EPF organisation

would be to issue administrative instructions to the field authorities on the terms and conditions on which settlement could be reached.

5. The Lok Adalat method of ADR is a time tested and well accepted method of dispute resolution and is being regularly resorted to in the country. Adoption of the same for our matters, therefore, will not have any unforeseen legal challenges. However, we are of the view that this method, on account of involvement of multiple parties and stakeholders, will be more time consuming and require deployment of disproportionate resources of the organisation.

### **Option 3:**

The third option available with us is more informal. Under this, resolution of disputes arising out of orders passed under section 14 B could be achieved by issuing directions, on the administrative side, to the concerned field officers to consent on damages being restricted to specified amounts in the appeals pending before the tribunal. Stated conversely, EPFO may undertake for disposal of pending appeals before the CGIT on consented settlement of cases. This will require issuance of instructions regarding parameters on which consent could be expressed for settlement of 14 B disputes before the tribunal.

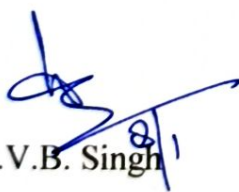
2. Admittedly, this method does not have any legal basis and would only be an informal mechanism. There may also be legal challenges to this as the jurisdiction of the tribunal to entertain a negotiated settlement between the parties could be challenged as without legal basis. This will also be against the general principle of law that courts are duty bound to decide the disputes presented before them on merits. Deciding the cases on the basis of negotiated settlements is permissible only when the same is provided in the relevant law. On this score, in our opinion, this alternative shall be of questionable legal validity and the same is, therefore, avoidable.




### General Observations:

The Committee is of the view that following aspects may be kept in mind in formulation of any policy relating to implementation of the ADR in respect cases pertaining to Section 14B of the EPF&MP Act 1952:

- i. Reduction of Damages by way of general amnesty scheme should be restricted to limited period and as a onetime measure.
- ii. Any such policy framed may be vetted by competent legal experts to obviate the future possibilities of Hon'ble Courts' inclination to extend the benefits of such policy/scheme, hitherto applicable for limited period and having served the intended objectives of reduction in litigations, by Judicial Orders.
- iii. The Policy should have necessary safeguards to ensure that reduction in Damages by way of any of the methods should not incentivise withholding of dues under the Act.
- iv. Due vetting may also be obtained from concerned financial and actuarial experts to assess and obviate any adverse effect on beneficiaries of the Schemes.

  
V.V.B. Singh  
RPFC-I (IS)

  
Navin Kr. Kaul  
RPFC-I (RO Lucknow)

  
Amit Vashist 08.01.25  
RPFC-I (RO Pune-I)

## **Annexure-A**

### Operational guidelines for disposal of pending 14B matters through Alternative Disputes Redressal (ADR) mechanism (Option-1):

1. The employer shall remit the appropriate proportion of amount of damages noticed or imposed upon him through a notice or an order passed under section 14 B.
2. A copy of the challan of the damages so remitted, shall be submitted by such employer in the office of the jurisdictional RPFC.
3. The jurisdictional RPFC shall, within one week of receipt of such challan, issue a certificate of remittance to the employer concerned.
4. The certificate of remittance shall be a sufficient proof of discharge of the notice issued by the RPFC.
5. In case the amount remitted is against an order passed under section 14 B, the certificate shall be valid document of the remittance.
6. Upon production of such a certificate along with the copy of challan before the concerned bench of CGIT, hearing the appeal, the tribunal shall record the stated remittance and pass an order of abatement of the appeal.

## TABLED AGENDA

### **Item No. : Status Note on Report of the Committee on "Simplification of settlement of claims"**

The Committee in its Report on "Simplification of validation process followed in EPFO for settlement of claims (PF Withdrawals/Advances) has made two recommendations:

- i) Simplification of 26 auto claim validations
- ii) Alternative Claim Processing mechanism using BHIM UPI

#### **Part A:**

The Auto Claim processing was introduced in EPFO in March, 2020 in the event of outbreak of Covid Pandemic. Initially, only the Covid Claims and Illness claims were covered under the Auto claim processing and monetary limit was kept at Rs. 50,000/-

2. Scope and validations for auto claims have been looked into from time to time for relaxing the same so as to ensure that more claims get routed to the auto mode settlement with a view to enhance efficiency in the claim settlement process. For ensuring further Ease of Living for members, the monetary limit for Auto claims has been enhanced from Rs. 50,000/- to Rs. 1,00,000/- in respect of Illness claims with effect from 30<sup>th</sup> April, 2024. In addition, advances for Marriage, education and housing purposes have also been included in auto mode up to Rs. 1 Lakh with effect from 06<sup>th</sup> May, 2024.

3. As on 21.02.2025, 2.05 Crore claims have already been settled in auto mode in the current Financial Year as compared to the previous Financial Year's figure of 89.52 Lakh.

4. With a view to further simplify the claim settlement process, a committee was constituted by the MoL&E in December, 2024, under the chairpersonship of JS&FA. The Executive Summary of the said report is enclosed at **Annexure-B** for ready reference.

5. The present status of the simplification of the 26 validations, as listed in **Annexure A**, are as below:-

| Sl. No.  | Particulars                                     | No. of Validations | Total |
|--|---|--------------------|-------|
| 1  | Decided for Manual processing (Sr. No-18,19,25) | 3                  | 6     |
| 2  | Decided for Risk Analysis (Sr. No-2,9,12)       | 3                  |       |
| Validations being relaxed based on interventions |   |                    |       |
| 4  | Through Auto updation in system (Sr.            | 4                  | 8     |

|              |   |   |           |
|--------------|---|---|-----------|
|              | No.- 5,21,22,23)  |   |           |
| 5            | Through Script in System (Sr. No-4)                           | 1 |           |
| 6            | Through Field Office Intervention (Sr. No.-16,20,26)          | 3 |           |
| 7            | <b>Pre-Eligibility Checks</b> (Sr. No-1,3,10,11)              | 4 | <b>4</b>  |
| 8            | <b>Already implemented in Auto-Mode</b> (Sr. No.- 8,14,15,17) | 4 | <b>4</b>  |
| 9            | <b>Under deployment</b> (Sr. No-6)                            | 1 | <b>1</b>  |
| 10           | <b>CITES will obviate</b> (Sr. No-7,13,24)                    | 3 | <b>3</b>  |
| <b>TOTAL</b> |   |   | <b>26</b> |

6. The comments and proposed action on system validations by EPFO is placed at **Annexure-A**. The process of examination of claim settlement processes including auto claims validations is a continuous exercise with an objective to further simplify the processes for better member service delivery.

#### **Part B:**

The second recommendation is to have a service for instant service of claims in fully automated mode resulting in instant payment to claimants, by eliminating manual interventions. Here's a brief overview:

#### **Claim Types:**

**Form 19:** EPF final settlements; **Form 31:** EPF advances & **Form 10C:** EPS withdrawals

#### **User Journey via BHIM App:**

1. **Authentication:** Members log in using their Aadhaar-linked mobile OTP.
2. **PF Account Selection:** Based on Aadhaar details, eligible PF accounts are displayed, allowing members to choose which account to claim from.
3. **Bank Account Selection:** After eligibility is confirmed, members select one of the bank accounts linked to their BHIM app.
4. **Instant Payment:** The payment is then transferred instantly from the EPFO bank account to the member's selected bank account via UPI.

#### **Required Changes / developments on the EPFO Side:**

| Sl. | Changes / Development   | Plan & Status   |
|-----|---|---|
| 1   | <b>Centralized Database:</b> Centralized database of member service history and accounts is required to implement it efficiently. | Centralization of databases by migration from decentralized databases is under development as part of CITES |



|   |   |  |
|---|---|--|
| 2 | <b>Instant Claim Settlement:</b><br>Automated claim processing without manual intervention                                    | To be developed as part of auto-claims process in CITES.   |
| 3 | <b>Instant Payment:</b> Immediate payment against claim   | As part of centralized payments under CITES. Integration with SBI for payment through UPI.   |
| 4 | <b>APIs development:</b> EPFO will expose the APIs for BHIM- APIs to be generic so that it can be utilized by other platforms | CDAC's FRS for tech process approved.<br>Meeting of EPFO, CDAC & NPCI held on 13.02.25<br>Techno-commercial proposal submitted by CDAC with ten week development & testing schedule including developments at end of NPCI & SBI, security audit and performance testing. |

**Proposal:** The above status is placed before the Executive Committee for information.

**ANNEXURE-A**

| <b>Sl. No</b> | <b>WARNING CODE</b> | <b>WARNING DESCRIPTION</b>  | <b>JS(FA) Committee remarks</b>  | <b>EPFO Remarks</b>  |
|---------------|---------------------|---|--|--|
| 1             | WARNING-780128      | TOTAL SERVICE IS LESS THAN ELIGIBLE SERVICE.                                      | Moved to Pre-validation  | Since the minimum required service for being eligible for availing benefits cannot be relaxed, the same is included in Pre-eligibility check for implementation. However, the trial implementation resulted in system performance issues. The same is being examined for implementation through alternate optimisation techniques.   |
| 2             | WARNING-780430      | APPENDIX-E FOUND, KINDLY VERIFY AND PROCESS ACCORDINGLY                           | EPFO needs to decide based on risk analysis.   | Retained for Manual mode as of now as this requires a detailed risk analysis in view of the impact of such changes in member balances.   |
| 3             | WARNING-780530      | ELIGIBLE AMOUNT IS ZERO OR AMOUNT > 100000, KINDLY VERIFY AND PROCESS ACCORDINGLY | Part of Solution Design. UI to allow selection only between minimum and maximum allowed amounts. | <p>Claims where the eligible amount is zero are included in pre-eligibility check for implementation. However, the trial implementation resulted in system performance issues. The same is being examined for implementation through alternate optimisation techniques.</p> <p>Only the cases where the requested amount is more than 1 Lakh shall be routed to the manual mode.</p> |

|   |                |  |   |  |
|---|----------------|--|---|--|
| 4 | WARNING-780370 | DETAILS MISSING IN MEMBER_BALANCE, KINDLY VERIFY AND PROCESS ACCORDINGLY     | CITES will obviate  | <p>Issue of details missing in Member Balance is identified as a software issue and since rectified.</p> <p>For exception handling, System validation for auto processing to be run for 5 days for data rectification by running a script. Post rectification, such claims will be getting processed in Auto mode.</p> |
| 5 | WARNING-780330 | DETAILS MISSING IN EST_MASTER, KINDLY VERIFY AND PROCESS ACCORDINGLY         | CITES will obviate  | System validation for auto processing to be run for 5 days for data rectification through Auto updation in system. Post rectification, such claims will be getting processed in Auto mode.   |
| 6 | WARNING-780111 | CLAIMS PERTAINS TO ADDITIONS / ALTERATIONS OF HOUSE, KINDLY PROCESS MANUALLY | Part of Solution Design UI to show relevant eligiblity and resaon code passed during withdrawal funds API call. | CDAC has developed functionality for this and is currently <b>under deployment</b> . After this, it will be implemented tentatively by end of Feb month in the Auto mode.  |
| 7 | WARNING-780180 | IFSC CODE NOT FOUND IN BANK MASTER, KINDLY VERIFY AND PROCESS ACCORDINGLY    | Part of Solution Design   | CITES will obviate.  |

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|---|----------------|---|--|--|
| 8 | WARNING-780120 | MORE THAN ONE CLAIM RECEIVED AGAINST THIS MEMBERID, ALREADY IN NOT ELIGIBLE LIST, KINDLY VERIFY AND PROCESS ACCORDINGLY | Part of Solution Design  | Already implemented in Auto Mode.  |
| 9 | WARNING-780113 | MEMBER JOINED IN THE CURRENT ESTABLISHMENT PRIOR TO 01-JAN-2011 / DOJ NOT AVAILABLE, KINDLY PROCESS MANUALLY            | Risk analysis to be done, outreach to members to obtain date of joining to be ensured and decision to be taken by EPFO to resolve issues so that these members are not left out. Committee felt that EPFO has had many years to identify and take action to regularize their service period/details. members cannot be inconvenienced just on the basis of their joining before revision of processes in EPFO. | As directed, risk analysis is being carried out to take a policy decision. |

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| 10 | WARNING-780131 | CLAIMS ALREADY SETTLED UPTO ELIGIBLE LIMIT, KINDLY VERIFY AND PROCESS ACCORDINGLY | Part of Solution Design   | Included in Pre-eligibility check for implementation.<br>However, the trial implementation resulted in system performance issues. The same is being examined for implementation through alternate optimisation techniques.                        |
| 11 | WARNING-780500 | HAVING NEGATIVE CLOSING BALANCE (EMPLOYEE / EMPLOYER SHARE)                       | Part of Solution Design<br>Checked as part of Get eligibility API call. | Included in Pre-eligibility check for implementation post roll out of CITES.<br>However, the trial implementation resulted in system performance issues. The same is being examined for implementation through alternate optimisation techniques. |
| 12 | WARNING-780400 | VDR SPECIAL FOUND AGAINST THIS CLAIM ID, KINDLY VERIFY AND PROCESS ACCORDINGLY    | Committee has given recommendations                                     | Retained for Manual mode as of now as this requires a detailed risk analysis in view of the impact of such changes in member balances   |
| 13 | WARNING-780133 | AGENCY INVOLVED, KINDLY PROCESS MANUALLY  | Not applicable  | CITES will obviate.   |
| 14 | WARNING-780999 | SQL ERROR   | Not applicable  | Already implemented in Auto Mode.   |

|    |                |   |                                     |   |
|----|----------------|---|-------------------------------------|---|
| 15 | WARNING-780124 | AADHAAR NOT LINKED TO UAN, KINDLY VERIFY AND PROCESS ACCORDINGLY  | Part of Solution Design             | <p>This pertains to those cases where same bank account is linked to multiple UAN's out of which atleast one UAN is not Aadhaar verified.</p> <p>This has been since implemented to route those claims from MID/UAN verified with same unique Aadhaar in Auto Mode.</p> |
| 16 | WARNING-780125 | MEMBER BLOCKED, KINDLY PROCESS MANUALLY   | Committee has given recommendations | System validation for auto processing to be run for 5 days for data rectification through Field office intervention. Post rectiifcation, such claims will be getting processed in Auto mode.  |
| 17 | WARNING-780320 | WARNING-780320: BANK ACCOUNT DETAILS FOUND MISMATCH SINGLE BANK ACCOUNT VALIDATION RELAXED W.E.F 01-05-2020 (PARTIALLY) (ONLY IN CASE OF BANK ACCOUNT IS SEEDED WITH MORE THAN ONE UAN AND ALL UANS SEEDED WITH SAME AADHAAR) | Part of Solution Design             | Validation has already been relaxed in the system for unique Aadhaar verified UAN's and now such claims are already being routed to Auto Mode.  |

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|----|----------------|---|---|--|
| 18 | WARNING-780123 | MULTIPLE AADHAAR LINKED TO UAN, KINDLY VERIFY AND PROCESS ACCORDINGLY                           | Part of Solution Design   | This actually pertains to multiple payments against same bank account number linked to multiple UAN's with different Aadhaar.<br><br>Retained for Manual mode for now.                       |
| 19 | WARNING-780220 | ESTABLISHMENT BLOCKED BY FIELD OFFICE FOR AUTO SETTLEMENT, KINDLY VERIFY AND PROCESS ACCORDINLY | EPFO team appraised the committee that an establishment is generally blocked due to fraud | Retained for Manual mode for now in view of risk involved.   |
| 20 | WARNING-780360 | ACCOUNTS GROUP IS NOT ALLOTTED BY THE FIELD OFFICES, KINDLY VERIFY AND PROCESS ACCORDINGLY      | CITES will obviate  | System validation for auto processing to be run for 5 days for data rectification through Field office intervention. Post rectiifcation, such claims will be getting processed in Auto mode. |
| 21 | WARNING-780129 | DOJ/SERVICE MONTHS IS MISSING, KINDLY PROCESS MANUALLY  | CITES will obviate  | System validation for auto processing to be run for 5 days for data rectification through Auto updation in System. Post rectiifcation, such claims will be getting processed in Auto mode.   |
| 22 | WARNING-780117 | TRACKING ID NOT FOUND, KINDLY VERIFY AND PROCESS ACCORDINGLY                                    | Not required  | System validation for auto processing to be run for 5 days for data rectification through Auto updation in System. Post rectiifcation, such claims will be getting processed in Auto mode.   |

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|----|----------------|--|-------------------------------------|--|
| 23 | WARNING-780118 | UAN NOT FOUND IN OCS-UNIFIED PORTAL, KINDLY VERIFY AND PROCESS ACCORDINGLY                       | Part of Solution Design             | System validation for auto processing to be run for 5 days for data rectification through Auto updation in System. Post rectiifcation, such claims will be getting processed in Auto mode.   |
| 24 | WARNING-780537 | BANK DETAILS NOT FOUND IN BANK MASTER  | Part of Solution Design             | CITES will obviate.  |
| 25 | WARNING-780210 | UAN ALREADY BLOCKED/DE-ACTIVATED DUE TO TECHNICAL REASONS, KINDLY VERIFY AND PROCESS ACCORDINGLY | Committee has given recommendations | Retained for Manual mode.  |
| 26 | WARNING-780350 | ACCOUNTING YEAR IS INCORRECT / ZERO IN EST_MASTER, KINDLY VERIFY AND PROCESS ACCORDINGLY         | Not required                        | System validation for auto processing to be run for 5 days for data rectification through Field office intervention. Post rectiifcation, such claims will be getting processed in Auto mode. |



## Executive summary

EPFO provides a vital social security net to over 7.5 Cr members, ensuring accumulation of provident funds for retirement, providing liquidity during emergencies apart from building up a pension fund. However, the current withdrawal process is cumbersome, time taking, lacks real time updates to the claimant and has high failure rates making it difficult for subscribers to access their funds promptly when required.

In FY 23-24, EPFO received 6.23 cr claims, out of which only 1.39 cr were settled in less than 3 days. In current FY, EPFO has increased the ambit of its auto-claim settlement which has led to doubling of its proportion of auto settlements.

Since Apr 2024, out of 3.84 cr claims 1.79 cr (47%) have been auto processed with 57% auto-settlement. Thus, 43% of auto claims and 53% of all claims are still being processed manually. The high proportion of failure of auto-claims is due to a large number of validations built into the legacy systems. The delayed settlement of PF/pension advances/withdrawals contribute to approx. 54% of members' grievances against EPFO.

In order to address the above, the Ministry of Labour & Employment on 30.12.2024, set up a five-member cross functional committee headed by JS&FA MoLE and comprising of representatives of EPFO, CDAC (EPFO's tech partner), SBI (EPFO's nodal bank) and NPCI with a mandate to examine and recommend simplification of validation processes for settlement of claims. The committee took guidance from the fact that real time access to funds and instant credit to the member's account is one of the cornerstones being envisaged in EPFO 3.0.

Within a month of its formation, the committee met thrice and, in its deliberations, identified the root cause of rejection of claims, analysed the validations in the auto claim process and came up with an alternative payment mechanism leveraging the hugely popular UPI architecture. The committee decided to work out the solution in two halves a) claim initiation & processing and b) the payment process.

The committee started with the 26 validations that are currently used in auto- processing of claims. While designing the solution the committee took EPFO's ongoing centralization of field office databases into CITES as the basis and found that 5 validations would be obviated by the process. The committee found 6 validations were due to EPFO's policy decisions that are mostly archaic and need to be revisited by EPFO. By converting all the remaining validations into pre-validations and making them part of the solution design, the proposed solution ensures that only valid claims are submitted and the iterative process keeps the claimant updated about the status of processing in real time.

The solution proposes the user interface of BHIM UPI to provide EPFO members instant access (claim initiation) to their PF funds and in three simple, user-friendly steps that allow instant credit into the bank accounts of their choice (payment process). In the background, the payment system establishes the claimant's eligibility through API calls to the EPFO system and upon verification of eligibility and balance at credit, the claim would be auto settled in the EPFO system and a success message with credit of bank account (claim

processing) is returned to the claimant on user interface. The EPFO member will thereby be empowered to withdraw the cash within a minute or two, using his ATM card or transact digitally/online. The process being firmly anchored in EPFO's claim settlement process will not attract any regulatory concerns.

The committee has carefully gone into the security aspects of the claim processing and payment and suggested built in industry standard risk mitigation measures through secure integrations, soft-block mechanism, unique BHIM identifier for all transactions and velocity controls for fraud prevention.

Using the alternative mechanism suggested would help minimize about 37% of EPFO's grievances regarding PF and Pension advances/withdrawals (Form 19 10c and 31) upto Rs 1 lac (97% of claims are below Rs 1 lac). Taking note of the significant 17% of grievances due to transfer claims (Form 13), the committee has suggested a simple process re-engineering that could obviate the need for having transfer claims in the EPFO 3.0 architecture.

The committee has also suggested requesting RBI for relaxation of Rs 1 lac limit for UPI transactions to bring final withdrawals upto Rs 5 lacs (>99% of EPFO claims) within its ambit. When implemented the above solution will cater to >95% of all EPFO claims. The committee has consciously kept death and EDLI claims out of the purview of instant settlement.

The committee has also worked out the technical requirements, created the Functional specifications document, API specifications needed between CDAC, NPCI and SBI and the possible timelines for implementing the proposed solution post EPFO's approval. As per timelines agreed between all parties, the solution would take about two months to build, test and deploy.

In the committee's unanimous view, the proposed alternative claim processing mechanism using UPI rails will transform EPFO's current delay and rejection prone claim settlement process into an instantly accessible, 24x7 available, easy and secure source of customer delight. It would be an early precursor of EPFO 3.0, complement EPFO's recent slew of reforms and significantly enhance ease of living for its members while at the same time enhancing ease of doing business for the organization.

The committee gratefully acknowledges the guidance of Secretary MoLE and the support provided by MoLE, EPFO, CDAC, SBI and NPCI-BHIM teams.

G. Madhumita Das

**Chairperson**

& JS&FA, MoLE