

**MINUTES OF 103<sup>rd</sup> MEETING OF THE EXECUTIVE COMMITTEE, CBT (EPF)  
HELD ON 19<sup>th</sup> October, 2021 AT 03:00 PM**

---

The 103<sup>rd</sup> Meeting of the Executive Committee, CBT (EPF) was chaired by Ms. Arti Ahuja, Secretary to the Government of India, Ministry of Labour and Employment, New Delhi. List of attending members is at **Annexure A**.

2. CPFC welcomed the new Chairperson/Secretary (L&E) and all other members to the 103<sup>rd</sup> Meeting of the EC.
3. Chairperson also welcomed all the members and initiated the discussions.
4. Shri Dilip Bhattacharya and Shri Harbhajan Singh Sidhu welcomed the Chairperson and stated that the Agenda Booklet has been received very late. They requested to adhere to the timelines provided in the Scheme so that better discussions may take place during the meeting and at least 15 day prior notice of the meeting may be given. They also highlighted that the minutes of the last minutes has also been circulated late. CPFC informed that the minutes got delayed as the last Secretary (L&E) & Chairman, EC demitted office in between.
5. The members highlighted the issues of delayed promotions, non-grant of MACP benefits, Compassionate appointments, Non-payment of benefits to the employees who died while performing duties during Covid-19 pandemic, inter-state transfer policy of Group B&C and punitive transfer of 06 employees. They stated that these issues of the EPFO employees are being raised in all the meetings and were given in writing to the previous CBT meeting but no reply has been received on the same.
6. CPFC informed the members that the agendas are being placed in this EC meeting to address or provide the status of the issues raised by the CBT members previously. Chairperson observed that the EPFO is working on the points raised by the members and if their issues are not addressed during this meeting, another EC meeting will be convened shortly.
7. Chairperson also directed to issue the draft minutes of EC meeting within 10 days from the conduct of the meeting.
8. The Agenda Items were then taken up for the discussions:

**Item No.1: Confirmation of draft minutes of the 102<sup>nd</sup> meeting of the Executive Committee, CBT (EPF) held on 28.07.2022**

The draft minutes of the 102<sup>nd</sup> EC meeting held on 28.07.2022, circulated vide EPFO letter no. Conf./3(2)2022/102nd EC meeting/11433 dated 13.10.2022 were considered, finalised and confirmed.

---

**Item No.2: Action Taken Statement in respect of decisions taken in the EC meetings held upto 28<sup>th</sup> July, 2022 (102<sup>nd</sup> EC Meeting)**

Shri Govind Lele stated that the ATR at Sl. No. 11 scope of work of CDAC may be clearly brought out. CPFC clarified that CDAC was required to carry out sizing of IT infrastructure for non-core functionalities and the same will be placed before EC/CBT. With regard to Sl. No. 16 timelines may be provided and for Sl. No. 23, he suggested that the same may also be discussed in the IT sub-committee meeting.

JS(F&A) highlighted that in the last EC meeting, Chairman had directed to discuss the HR related proposals in the HR sub-committee of EC that was to be constituted. She observed the same agenda items have been placed in this EC without discussions in HR sub-committee. CPFC stated that since the HR sub-committee is still to be constituted, the agenda items were being placed before EC for consideration.

Shri Harbhajan Singh Sidhu requested to take immediate remedial actions for issues highlighted in Sl. No. 13. CPFC informed that for addressing the HR related issues of the EPFO officials, in-house software for registration of the grievances by the employee has been developed and grievance related to MACP/NFU/NFSG will be monitored and redressed through the software. There is an inbuilt mechanism for escalation of the grievance in case of unsatisfactory disposal of grievances. CPFC assured that explanations will be called for if the grievances are not appropriately handled and administrative actions will be initiated, if deemed necessary.

Shri Harbhajan Singh Sidhu stated that the vigilance clearances are pending for long as highlighted at Sl. No. 15 resulting in the delayed release of benefits to the employees. CPFC informed efforts are being made to develop system based Vigilance module. Shri Harbhajan Singh suggested that the vigilance clearance may be delegated to Zonal Offices. Smt. Vibha Bhalla, JS (SS) suggested to improve and streamline the process of vigilance clearance till the time the vigilance clearance module is deployed.

Chairperson directed that a special drive for liquidating pending vigilance clearance may be initiated and the first in first out principle should be followed. She also suggested that additional manpower, if needed may be deployed for clearing the pendency.

CPFC informed the members that a lot of effort and attention had been given to address the pendency and a large number of vigilance clearances have been issued. Corrected efforts are being taken to clear the rest of the pendency shortly.

Chairperson also suggested that a presentation on the progress in various work areas by EPFO since the last meeting may be provided in every EC/CBT before discussions on Agenda.

After the above discussions, the Committee took note of the Action Taken Statement.

---

**Item No.3: Minutes of meetings of the Sub-Committees of the Executive Committee, CBT**

The Committee took note of the following minutes of the meetings of the IT Sub-committee:

- i) 01<sup>st</sup> Meeting held on 29.07.2022
  - ii) 02<sup>nd</sup> Meeting held on 30.08.2022
  - iii) 03<sup>rd</sup> Meeting held on 17.10.2022
- 

**Item No.4: Draft 69<sup>th</sup> Annual Report on functioning of the Employees' Provident Fund Organisation (EPFO) for the year 2021-22**

Shri Govind Lele suggested that a separate meeting may be kept for discussing the Annual Report. CPFC directed that a VC will be scheduled shortly for discussing the Annual Report with all the CBT members.

Chairperson directed that the next EC meeting will be scheduled on 31<sup>st</sup> October 2022 where this item will be taken up.

The Agenda Item was deferred

---

**Item No.5: Audited Annual Account in respect of Employees' Provident Fund Scheme, 1952, Employees' Pension Scheme, 1995 and Employees' Deposit Linked Insurance Scheme, 1976 for the financial year 2020-21**

Chairperson directed that the FIAC recommendations on the Annual Accounts may be also placed before EC

It was decided that the Annual Accounts may also be deliberated in the VC to be convened for the Annual Report.

The Agenda Item was deferred

---

**Item No.6: Sanction of additional works for providing networking, CCTV, audio-video system and water purifier in the total estimated cost of construction of Office Building Ranchi**

The Executive Committee observed that the total cost of the construction with paraphernalia for building of RO, Ranchi was Rs.20,91,00,373.00 out of which Rs.16,82,38,000.00 and Rs.3,09,01,285.00 has already been approved by Executive Committee in its 90<sup>th</sup> & 100<sup>th</sup> Meeting respectively.

The Committee approved the additional amount of Rs. 99,61,088.00 for providing networking, CCTV, audio-video system and water purifier.

---

**Item No.7: Information regarding Amendment in the Transfer policy for Group B Officers, 2022**

Introducing the agenda, the CPFC informed that the concerns of Members have been accommodated in the said policy. Suitable changes including separate clause for inter-state transfer on request are being considered. It was also informed by CPFC that provisions have been incorporated to exclude EO/AO and SS Cadres from inter-state transfers and the tenure requirement for inter-state transfers for other cadres have also been increased.

CPFC stated that the Transfer policy is needed to improve the system as there is no transfer policy for Group B and Group C employees of EPFO. The Transfer policy will curtail the arbitrary powers of officers in effecting transfers, which is a possibility today.

CPFC informed the chair that the Draft Transfer policies were circulated to all the stakeholders for comments and have been finalised only after considering the received comments.

Chairperson stated that transfer policies for group B are in place in other departments also and the transfer policy are based on specific principles that are parameterized and would result in removing the scope of discretion or arbitrariness. The principle of grievances redressal should also be inbuilt in the transfer process.

Shri Harbhajan Singh stated that there are no instructions of DoPT/CVC on transfer of non-gazetted officers among non-sensitive post. Shri Dilip Bhattacharya observed that the transfer policies should not be used for punishing the employees and abundant cautions needs to be taken. Both the members stated that family requirements and medical situation of self and immediate family may be given due

consideration during the transfers. They also requested to provide the list of sensitive and non-sensitive posts.

CPFC stated that abundant caution would be taken to ensure that the policy would not be punitive and due consideration for family circumstances of officials would be given.

Officials from MoL&E suggested that the designations in EPFO along with the details such as Group A/B/C, Gazetted/Non-gazetted, Sensitive/Non-sensitive, State cadre/All-India Cadre should be prepared and available. It was assured that the same would be provided.

The Committee took note of the Agenda.

---

**Item No.8: Information regarding status of Transfer policy for the cadre of Social Security Assistants, 2022**

CPFC stated that concerns of members regarding inter-state transfer have been addressed suitably and abundant caution would be taken to ensure that the policy would not be punitive and due consideration for family circumstances of officials would be given.

The Committee took note of the Agenda.

---

**Item No.9: Strengthening of EPFO Headquarters by re-deployment of staff from EPFAT**

Smt. Vibha Bhalla observed the same agenda item have been placed in this EC without their discussions in HR sub-committee. CPFC stated that since the HR sub-committee is still to be constituted and hence the agenda items are being placed before EC for consideration. CPFC informed that there was no additional creation of the post and there are no financial implications.

Chairperson directed to constitute the HR Sub-Committee at the earliest and place the matter before the committee for consideration.

---

**Item No.10: Proposal for Rationalisation of big Regional Offices**

CPFC informed the members that the rationalisation of the big Regional Offices of EPFO is proposed so as to improve the efficiency and performance of these offices by equitable distribution of workload.

Shri Harbhajan Singh observed that a study on as-is workload and proposed workload after creation of new offices may be carried out for better analysis.

---

Shri Govind Lele remarked that these are administrative/executive matters that should be looked into by the administration. The Executive Committee should be concerned with policy matters only.

The committee approved the agenda in principle. The EC stated that information on re-distribution of posts and financial impacts, if any, may be brought before it. The same was agreed to.

---

9. The following agenda items were deferred due to the paucity of time.
- i) **Item No.11:** Delegation of Claim Settlement facility to Special State Offices
  - ii) **Item No.12:** Information regarding Redistribution of posts of Commissioners Cadre in EPFO
  - iii) **Item No.13:** Proposal for relaxation of Recruitment Rules of Director (IS) for filling up of seniority quota vacancies through deputation
  - iv) **Item No.14:** Proposal for conversion of status of EPFO from Associate Member to Affiliate Member in International Social Security Association (ISSA)
  - v) **Item No.15:** Proposal for Direct Recruitment to the post of Social Security Assistant (SSA) against the vacancies reserved for Meritorious Sports person
  - vi) **Item No.16:** Procurement of 40 Oracle Database Licenses to operationalise High-End DB Servers named Brahma and Sahdev at Data Centre, Gurugram as Sixth & Seventh Active Nodes in the cluster to mitigate slowness to appreciable extent in short term
  - vii) **Item No.17:** Procurement of Disk Drives for augmentation of Storage Capacity in Three Enterprise Storage SAN Appliances of EPFO located at Data Centre, Gurugram; Alternate Data Centre, Secunderabad; and National Data Centre, Dwarka
  - viii) **Item No.18:** Approval of the Information Security Policy of Employees' Provident Fund Organisation
  - ix) **Item No. 19:** Approval for Creation of one Supernumerary post of Add. CPFC Gr.II/Addl.CPFC for a fixed period for the purpose of accommodating one officer.
  - x) **Item No. 20:** Proposal for Relaxation of Recruitment Rules for the post of Programmer

- xi) **Item No. 21 (Tabled):** Information regarding grant of promotion of Data Entry Operators ( DEO) and grant of MACP to Data Processing Assistant( DPA)
- xii) **Item No.22 (Tabled):** Information regarding grant of Non-Functional Up-gradation (NFU) in respect of Enforcement Officer/Accounts Officer Cadre.

10. The 103<sup>rd</sup> Executive Committee Meeting was concluded with a vote of thanks.

\*\*\*\*\*

**ANNEXURE-A****List of members who attended 103<sup>rd</sup> Meeting of Executive Committee, CBT(EPF)**

1	<b>Ms. Arti Ahuja</b> Secretary to the Government of India, Ministry of Labour & Employment	<b>Chairman</b>
2	<b>Ms. G Madhumita Das</b> Joint Secretary & Financial Advisor Ministry of Labour & Employment	<b>Central Government Representatives</b>
3	<b>Ms. Vibha Bhalla</b> Joint Secretary to the Government of India, Ministry of Labour & Employment	
4	<b>Dr. Raja Sekhar Vundru (Attended virtually)</b> Addl. Chief Secretary, Govt. of Haryana, Labour Department	<b>State Government Representatives</b>
5	<b>Shri Shailendra Pol (Attended virtually)</b> Addl. Labour Commissioner, Govt. of Maharashtra, Labour Department	
6	<b>Shri Prem Prakash Singh,</b> Special Secretary, Govt. of Uttar Pradesh, Labour Department	
7	<b>Shri Arun Chawla (Attended virtually)</b>	<b>Employers' Representatives</b>
8	<b>Shri Govind Lele (Attended virtually)</b>	
9	<b>Shri Harbhajan Singh Sidhu</b>	<b>Employees' Representatives</b>
10	<b>Shri Dilip Bhattacharya</b>	
11	<b>Ms. Neelam Shami Rao</b>	<b>CPFC &amp; Member Secretary (Ex-Officio)</b>

The following members could not attend the meeting:-

1	<b>Shri Sougata Roy Choudhury</b>	<b>Employers' Representative</b>
2	<b>Shri Sunkari Mallesham</b>	<b>Employees' Representative</b>