

Web Circulation



कर्मचारीभविष्य निधि संगठन
(श्रम मंत्रालय भारत सरकार)

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

मुख्य कार्यालय / Head Office

भविष्य निधि भवन, 14-भीकाजी कामाप्लेस, नई दिल्ली-110066
BhavishyaNidhiBhawan, 14- BhikajiCama Place, New Delhi – 110066
www.epfindia.gov.in; www.epfindia.nic.in

No. RRC/28(23)06/BIFR/

Date: 11.02.2014

To

23781

11 FEB 2014

**All Additional Central PF Commissioners(Zones),
All Regional PF Commissioners,
In-Charge of Regional/Sub Regional Offices.**

Subject : Instructions on grant of installment facility to establishments for liquidating the arrears - regarding.

Dear Sir,

Instructions have been issued on grant of installments to the establishments for liquidating the arrears from time to time in accordance with the decisions taken by the Central Board of Trustees in its 93rd meeting held on 09.10.1982, 129th meeting held on 06.03.1992, 163rd meeting held on 19.08.2003, 166th meeting held on 03.02.2004 and 174th meeting held on 23.02.2006.

2. The proposal for further revising the conditions for grant of installments to the establishments for liquidating the arrears was placed before the Central Board of Trustees in its 202nd meeting held on 13.01.2014 and the Central Board acceded to the proposal. The following terms and conditions are now prescribed for allowing the establishments desirous to avail installment facility to liquidate the arrears in 36 installments:

- The facility of installment shall be available to both Un-exempted as well as Exempted Establishments.
- The facility of installment shall cover unpaid employees as well as employer's share of PF contribution, damages, interest.

- c) Current contributions and employer's share shall be paid regularly by 15th of each month.
- d) Each installment shall be paid along with interest under Section 7Q of the month along with current contributions.
- e) A revolving bank guarantee for an amount equal to one installment shall be furnished along with the application for installment facility.
- f) Post Dated Cheques from the defaulting establishments for the number of installments shall be obtained for ensuring compliance of terms and conditions of Installment facility.
- g) Contribution in respect of outgoing/ deceased member shall be paid in one lump sum in the following month itself in addition to the amount of dues and monthly installment.
- h) The employer shall undertake to pay such damages as may be levied by the RPFs concerned and that grant of installment facility is not absolving him from the payment of statutory dues under Section 14 B and 7Q.
- i) In case of dues exceeding Rs. 25 lakhs, the establishment shall furnish in addition to the revolving bank guarantee covering one installment, an undertaking that he shall not transfer the immovable property by sale, lease, gift or any other manner whatsoever during the currency of the installment facility.

3. Further, the following terms and conditions are prescribed to be satisfied, ***in addition to above***, by the establishments who desire to avail installment facility to liquidate the dues in 72 installments:

- a) Proposal can only be considered in case of un-exempted Establishments.
- b) If the establishment has earlier availed the installment facility and has defaulted as per terms/conditions of installment facility, second application for the same shall not be considered in this regard.

c) The Establishment shall submit revolving bank guarantee equivalent to six months installment.


4. The delegation of powers for grant of installment facility as approved by the Central Board of Trustees in its 174th meeting held on 23.02.2006 and circulated vide this office circular No. Co-ord/11(24)05/Adm. Inspection/Cir/Pt/1403 dated. 07.04.2006 remains unchanged. The proposals where, either the amount outstanding is beyond Rs. 50 lac or where the number of installments sought for is beyond thirty six, shall be sent to Head Office for grant of installment facility confirming all the terms and conditions stipulated at Para 2 and 3 above whichever are applicable.

5. In case of non-compliance of any of the conditions, the installment facility shall be deemed to have been withdrawn without prior notice and all recovery and penal action shall be invoked to recover the arrears.

6. This supersedes all earlier instructions in this regard.

(This issues with the approval of the CPFC)

Yours faithfully,



11/2/2014
(P.K. Udgata)

Addl. Central PF Commissioner (Compliance)

Copy to:

- 1) FA & CAO/All ACCs in Head Office/ CVO / Chief Engineer
- 2) Director(Audit)/Zonal Audit Officers
- 3) Director, NATRSS / All ZTIs
- 4) All RPFCs/APFCs in Head Office including NDC
- 5) All Dy. Directors (Vigilance)
- 6) Hindi Cell for Hindi Translation



11/2/2014
(P.K. Udgata)

Addl. Central PF Commissioner (Compliance)