



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
 श्रम एवं रोजगार मंत्रालय, भारत सरकार
 Ministry of Labour & Employment, Government of India
 भविष्य निधि भवन / Bhavishya Nidhi Bhawan
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No.HRM-VIII/2018/Paper Free EPFO/

Dated:15.03.2018

To

21290

15 MAR 2018

All Additional Central P.F. Commissioners (Zones) including ACC (ASD),
 All Regional Provident Fund Commissioners, (In-charge of Office)

Sub: Stoppage of Bulk printing of leave applications – Reg.

Madam/Sir,

Please refer to Letter No. HRM-VIII/2018/Paper Free EPFO/71 dated 27.02.2018 (Placed at Sl. No. 678 in EPFO website/circulars) regarding transforming EPFO to Electronic Paper Free Organisation.

2. In this regard, it is to inform that facilities are being developed in the HR-Soft for the purpose of filing of applications and sanction thereof for various kinds of leave. This facility will be made available in HR-Software shortly.

3. Therefore, it may be ensured that no printing of leave application forms is done henceforth and all the existing stock may be exhausted during the intervening period. Any temporary requirement may be met by photocopying of the required forms.

(This issues with the approval of CPFC)

Yours faithfully,

(K.V. SARVESWARAN)
 Addl. Central P.F. Commissioner (HQ)