



कर्मचारी भविष्य निधि संगठन  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
(Ministry of Labour & Employment, Govt. of India)  
मुख्य कार्यालय / Head Office  
भविष्य निधि भवन, 14-भीकाजी कामा प्लेस, नई दिल्ली-110 066.  
Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi - 110 066.

No. C-I/1(63)2017/e-Proceedings Management (Pt. file)/1028 Date: 17/2/20

To

All Addl. Central PF Commissioners (Zones)  
All RPFCS, Regional Office  
All District Offices

**Sub:- Conducting Inquiries through e-Court Software.**

**Ref:- (i) LC-7/5/e-court/2665 dated 23.05.2017.  
(ii) LC-7(61)/e-court/4793 dated 05.06.2017.  
(iii) C-I/1(63)2017/7647 dated 24.07.2017.**

Sir/Madam,

The EPFO e-Court Management System was launched in May, 2017 conceptualizing paperless quasi judicial proceedings in the Organisation and to bring transparency and e-monitoring of quasi judicial proceedings. It was envisaged that the system will enable all parties to file their documents online, the proceedings status will be recorded spontaneously and the status can be viewed online. It was further instructed that all new cases under Section 7A, 7B, 7C, 7Q, 14B and under Para 26B must be registered and processed through EPFO e-court Management System and old cases may also be entered in time bound manner.

The OICs were made responsible to ensure that the administrative structure is appropriately put up and monitoring of all pending cases shall be done through e-Court system. While reviewing the data available on EPFO website under link "Compliance e-proceedings", it is observed that the system is not being properly used for reports, analysis and monitoring as effectively as is possible. There are many offices where not a single case is reported to be initiated in the system during the year. At the same time there are many offices whose users have not been up dated. In a number of cases, the cases are closed but no order is uploaded.

Further, it is decided that the system shall be linked with unified portal within next 2-3 months so that the notices and orders are directly placed in user login of the employers.

In view of the above it is time to revisit the system and to ensure entire work of assessment under Section 7A, 7B, 7C, 7Q, 14B and Para 26B of dues and damages is done through e-Court system timely.

The following areas may be given special attention and the work may be reviewed using the dashboard under the system during O&M Meetings:-

1. Show cause notices of assessment should be issued through e-Court System only. Any notice or any communication regarding proceedings under above sections which is not through the e-Court System shall be treated as non est. If such notices issued out of the system comes to the notice of OICs, ACCs or Head Office action shall be taken against the concerned officers by the competent authority.
2. All Zones are requested to furnish a detail of all pending proceedings under Section 7A, 7B, 7C, 7Q, 14B and under Para 26B which are not registered / conducted through e-Court Management System and issue show cause notice to concerned officers for violating the instructions.
3. Further, all Zones are requested to ensure that all aforesaid left out cases are registered in e-Court Management System within a period of 15 days and furnish a certificate that all inquiries are through e-Court Management System.

[This issues with the approval of CPFC]

Yours faithfully,



**(Jag Mohan)**

**Addl. Central PF Commissioner (HQ) (Compliance)**