



ईपीएफओ, मुख्य कार्यालय
श्रम एवं रोज़गार मंत्रालय, भारत सरकार
भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली 110066



EPFO, HEAD OFFICE
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA
BHAVISHYA NIDHI BHAWAN, 14, BHIKAJI CAMA PLACE, NEW DELHI 110066
www.epfindia.gov.in

No: A-45012/7/2022-HRM-VIII/

Date: 19 SEP 2022

To,

All Addl. CPFC (HQ)/Director (PDNASS)/
Addl. CPFC (Zones)

Sub: Special Campaign for filling up of vacancies, cleanliness and procurement of goods & services through GeM- reg.

Madam/Sir,

Please find enclosed herewith DO letter dated 14-09-2022 received from Cabinet Secretary, Govt. of India regarding the subject cited above and this office letter dated 25-05-2022.

2. In this regard, following activities may be undertaken:
 - i. All the vacancies under promotion quota in respect of Group- C may be filled for the panel year 2023 as per Model calendar circulated vide letter dated 07-04-2022 and DPC proposals in respect of Group-B may be forwarded to Head Office for approval of Competent Authority. This exercise may be completed within 03 weeks of the issue of this circular.
 - ii. Special campaign on cleanliness drive may be continue as per circular no: HRM-VIII/SHS/5/2020/6288 dated 23-03-2022.
 - iii. All procurement of goods and services should be made through GeM and concerted efforts be made to achieve 100% target.
3. Monthly action taken report may be sent to the Head Office by 05th of each month at email- rc.hrm8@epfindia.gov.in.

Yours faithfully,

Encl: As above

(Uma Mandal)
Addl. Central P. F. Commissioner (HRM)

Copy to:

- i. Staff Officer to CPFC – for information please.
- ii. PS to ACC (HQ) HR
- iii. FA&CAO/CVO /All ACC(HQ)/Director, PDNASS
- iv. All Addl. CPFCs (Head Office)
- v. RPFC-I- ASD/HRM/Exam
- vi. RPFC-I (IS/NDC) for uploading on website
- vii. DD(OL) for Hindi Version

राजीव गौबा
Rajiv Gauba



सत्यमेव जयते



मंत्रिमंडल सचिव
भारत सरकार
CABINET SECRETARY
GOVERNMENT OF INDIA

D.O. No. 1/13/1/2022- Cab.

Date: 14th September, 2022

Dear Secretary,

This has reference to the meeting of Council of Ministers held on 7th September, 2022.

2. The Prime Minister, inter-alia, emphasized the following:
 - i. Each Ministry/ Department to regularly monitor capital expenditure, take steps to ensure that the pace of capex is stepped up and full utilization of the budgetary allocation is achieved.
 - ii. Filling up of vacant posts to be given top priority. Ministries/ Departments to finalize the calendar for appointments by direct recruitment and filling up of vacancies consequent to promotions and retirements. Ministries/ Departments to take steps in consultation with Department of Personnel and Training (DoPT) to further compress the time-frame for completion of recruitment process. Technology may be suitably leveraged and monitoring mechanisms strengthened for filling up posts as per schedule. DoPT may coordinate the issuance of appointment letters across all Ministries/ Departments.
 - iii. Under Special Campaign 2.0, for cleanliness in offices and for disposal of pending references, Ministries/ Departments to give special attention to attached/ subordinate/ field offices, including in the remotest parts of the country.
 - iv. Concerted efforts be made by Ministries/ Departments, PSUs and attached/ subordinate/ field offices to target 100% procurement of goods and services through GeM. Review to be undertaken every month by Secretaries.
 - v. Ministries/ Departments to meticulously study the CAG Reports, take remedial actions and undertake systemic improvements.

.....2/-

- vi. Ministries/ Departments to ensure time-bound completion of rationalization exercise of Autonomous Bodies.
 - vii. NITI Aayog and Ministry of Environment, Forest and Climate Change to prepare a roadmap and action plan for the LIFE campaign in consultation with relevant Ministries/ Departments.
 - viii. Department for Promotion of Industry and Internal Trade to finalize the proposals relating to decriminalization of minor offences expeditiously, in consultation with relevant Ministries/ Departments and NITI Aayog.
3. I would request you to initiate immediate action based on the aforesaid directions of the Prime Minister.

with regards

Yours sincerely,

[Signature]
14/7/22

(Rajiv Gauba)

To,

Secretaries of all Ministries/ Departments



ईपीएफओ, मुख्य कार्यालय
श्रम एवं रोज़गार मंत्रालय, भारत सरकार
भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली 110066



EPFO, HEAD OFFICE

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA
BHAVISHYA NIDHI BHAWAN, 14, BHIKAJI CAMA PLACE, NEW DELHI 110066

www.epfindia.gov.in

25 MAY 2022

To,

All Addl. CPFC (HQ)/Director (PDNASS)/
Addl. CPFC (Zones)

Subject: Special Campaign for disposal of pending matter during the period from 02nd October to 31st October 2021-regarding

Madam/Sir,

Please find enclosed herewith Office Memorandum dated 14.03.2022 received from Ministry of Labour & Employment, regarding continuation of Special campaign for disposal of pending matters which was initially held during the period 2nd October to 31st October, 2021.

2. In this regard, following activities are to be undertaken during the special Campaign:

- Record Management** – Number of files reviewed and identified for weeding
- Cleanliness and office scrap disposal** (Indoor and Outdoor)
- Space Freed**

3. A calendar for Special Campaign in respect of above mentioned activities has been prepared for the Zonal Offices/PDNASS for proper implementation of the same which is as follows:

Sr. No.	Month	Name of the Zone
1	June, 2022	Andhra Pradesh (Vijaywada) and PDNASS (New Delhi)
2	July, 2022	Rajasthan (Jaipur) and Bihar & Jharkhand (Patna)
3	August, 2022	Karnataka (Other than Bengaluru) & Goa (Hubli) and Punjab & Himachal Pradesh (Chandigarh)
4	September, 2022	Madhya Pradesh & Chhattisgarh (Bhopal) and West Bengal, Andaman & Nicobar Islands & Sikkim (Kolkata)
5	October, 2022	Kerala & Lakshadweep (Thiruvananthapuram) and Delhi & Uttarakhand and Jammu & Kashmir (New Delhi)
6	November, 2022	Gujarat, Daman & Diu and Dadar & Nagar Haveli (Ahmedabad) and

	22	Odisha (Bhubneshwar)
7	December,2022	Maharashtra (Excluding Mumbai) (Pune) & Haryana (Faridabad)
8	January,2023	Chennai & Puducherry (Chennai) & Uttar Pradesh (Kanpur)
9	February,2023	Telangana (Hyderabad) and North -Eastern Region (Guwahati)
10	March,2023	Bengaluru and Mumbai-I (Bandra)
11	April,2023	Mumbai-II (Thane) & Tamil Nadu (Excluding Chennai)(Coimbatore)

4. It is requested to run the campaign on above earmarked activities between 1st -20th day of the scheduled month and furnish the action taken report to the Head Office by 25th of the scheduled month at email- **rc.hrm8@epfindia.gov.in.** (format enclosed) .

Yours faithfully,

Encl: As above



(Uma Mandal)

Addl. Central P. F. Commissioner (HRM)