



सत्यमेव जयते

कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

(MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)

मुख्य कार्यालय/Head Office



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website: www.epfindia.gov.in, www.epfindia.nic.in

No. A-12011/13/2024-EPFO-HQ/RC/711

Date: 24-11-2025

To,

Addl. Central P.F. Commissioner(HQ) (Zones),
Addl. Central P.F. Commissioner (Zones),
All officers-in charge of ROs

Subject: - Reallocation of States in the cadre of SSA DR 2024 batch - regarding.

Sir/Madam,

With reference to subject cited above, it is informed that exercise for reallocation of states, allotted to the SSAs of DR 2024 batch has to be conducted.

2. The vacancies in the advertisement issued by NTA for recruitment to the post of SSAs are given in 'Annexure A'.

3. All Zonal Offices are hereby requested to furnish the current category-wise vacancy position (which are vacant as on 08.12.2025), out of the total 2,674 vacancies of 2024 batch SSAs, pertaining to their respective zones/states for the purpose of reallocation of officials and operation of waiting list. Further, in case the candidate's appointment has not been cancelled in accordance with Head office circular No. A-12011/12/2020-Recruitment/Exam/706, dated 17.11.2025 (meaning thereby that he/she is likely to join), the Zonal Office will not show it as a vacant seat.

For Example: - A state had given 120 vacancies. Presently 98 candidates from 2024 batch are already in position. 4 candidates have been given extension by ACC(Zone). In such scenario, state will show 18 existing vacancies.

4. It may be noted that if a candidate resigns after one year of joining, his vacancy will be filled in next recruitment. Waiting list can only be operated against cancellation and 'resignation within one year of joining'. Further, in case a candidate has not been relieved after reallocation as a result of stay by competent court, he/she will be shown in the table under row 'In-Position' of Annexure 'B'. Candidates who have been reallocated vide order dated 26.09.2025 will be shown as "In-position" in the receiving state and not in the state from where they have been reallocated.

5. Furthermore, all Social Security Assistants of 2024 batch who have joined are required to fill fresh Annexure C and submit to their RO by 05.12.2025. The candidates who do not join EPFO by 05.12.2025 will not be eligible to exercise this option for

reallocation. The SSAs will strike off the remaining part of the **Annexure C** which does not pertain to them. Regional Offices shall retain the duly signed **Annexure C** and send the compiled details in **Annexure D** to their Zonal Office by 08.12.2025. Zonal Offices will compile the details of 2024 batch SSAs received from Regional Offices and forward the compiled information in **Annexure D** (excel format) to Head Office by 12.12.2025.

6. It is further clarified that any form (i.e. **Annexure C**) stating conditions or stipulations should not be considered. SSAs submitting their willingness/request for reallocation cannot impose any condition that he be considered for reallocation only for such and such State/Region. It is made clear that during reallocation process, an official may or may not get his first preference. If he has given his willingness, he/she should be ready to join in any state higher in preference than where he/she is presently posted. Once the list of officials is forwarded by Zonal Office to Head Office, no withdrawal of willingness/request will be allowed. No official who is reallocated can refuse to join at his/her reallocated place of posting. It is further clarified that preferences of states given at the time of filing NTA Application form will only be considered, hence, no SSA can submit fresh preferences. Since the reallocation of SSAs will be done on their request/willingness, they will not be entitled for T.A/D.A., CTG or joining time, etc.

7. Zonal Office shall take a certificate from Regional Offices confirming that all the SSAs of 2024 batch have filled the **Annexure C** and the same have been forwarded to Zonal Office.


8. The list of candidates of 2024 batch SSAs whose appointments have been cancelled by the Regional Office/Zonal Office must be sent in excel format in '**Annexure E**'. The annexure should also include the name of SSAs whose resignations have been accepted and have been relieved within one year of joining EPFO.

9. After notification of Employees' Provident Fund (Staff and Conditions of Service) Regulations, 2025, the appointments might have been cancelled by Zonal Office themselves, but prior to that this activity was being done by Regional Offices. Hence, Zonal Office will compile this data for the whole zone and forward the same to Head office by 12.12.2025. The complete data for all the states having multiple zones will be compiled by the Cadre Controlling Zone and forwarded to Head Office. Zones having multiple states, should send the data for all the states under them separately wherever separate seniority lists are maintained state-wise. Further, it is also informed that the waiting list cannot be operated beyond two years from the declaration of the result, hence, the timelines should be strictly followed as the whole reallocation and operation of waiting list process depends upon timely receipt of requested data.

10. Annexure B, D & E be forwarded by Zonal Offices to Head Office by 12.12.2025 on email: apfc.dr@epfindia.gov.in.

(Issued with the approval of Competent Authority)

Yours faithfully,



(PPS Maingi)

Regional P.F. Commissioner-I (Recruitment)