



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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File No. - A-45011/18/2025-HRM-III/194

Date: 07 NOV 2025

OFFICE MEMORANDUM

Subject:- Warning to Probationers EO/AO for absence/failure in the Probationary Examination held from 20th-22nd August 2025 - Reg.

Sir/Madam,

In accordance with the provisions contained in the Department of Personnel & Training Office Memorandum No. 28020/3/2018-Estt.(C) dated 11.03.2019, it has been observed that some of the EO/AOs who were appointed as a probationer with effect from date of joining, have failed to qualify/were absent from the prescribed Probationary Examination held from 20th-22nd August 2025.

2. As per the aforementioned DoPT instructions, all probationers are required to pass the prescribed examination during the probation period. Failure to do so may render them liable for extension of probation, withholding of increments, or even discharge from service, depending on the gravity and circumstances.
3. All those who failed to qualify/were absent are, therefore, hereby warned to take serious note of this lapse and advised to ensure that you appear in and qualify the said examination in the next opportunity provided. Any further failure or absence without adequate justification will be viewed seriously and may invite adverse administrative action as per the relevant rules and DoPT guidelines.
4. This may be treated as a formal warning.

(This has the approval of Competent Authority)

Yours faithfully,

(Manish Mani)

Regional PF Commissioner-I (HRM)

Copy to:

1. All the concerned Officials