



Tel No. 011-26179503

**Employees' Provident Fund Organisation**  
(Ministry Of Labour, Govt. Of India,  
Head Office, Bhavishya Nidhi Bhawan,  
14, Bhikaiji Cama Place,  
New Delhi : 110 066.

No. Welfare. 2(1)19<sup>th</sup> Meeting/08

Dated:

To

2399

16 3077 APR 2008

All Regional Provident Fund Commissioners &  
President, Regional Sports Promotion Board  
(Including R.P.F.C. (ASD) Head Office.

Sub: **MINUTES OF THE 19<sup>TH</sup> MEETING OF THE CENTRAL STAFF WELFARE COMMITTEE  
HELD ON 28.3.2008 AT HEAD OFFICE, NEW DELHI.**

Sir,

I am directed to forward herewith a copy of the minutes of the 19<sup>TH</sup> meeting of Central Staff Welfare Committee, held at Head Office, New Delhi on 28.3.2008 duly approved by the Central Provident Fund Commissioner, and President, Central Staff Welfare Committee for information and necessary action. Your comments, if any, may please be intimated.

Please acknowledge receipt.

Yours faithfully,

Encl: As above\*

(N.A. NAIR)

R.P.F.C. (HRM) & Secretary C.S.W.C.

Copy to

- 1) Shri Member, EPF Central Staff Welfare Committee
- 2) Shri Member, EPF Central Sports Promotion Board.
- 3) All Additional Central Provident Fund Commissioners/Director Natrass
- 4) All Officer-In-Charge, SROs.
- 5) Director Vigilance/All Deputy Director (Vig)
- 6) All Officers in Head Office
- 7) All Zonal Training Institutes
- 8) DD Audit/All Internal Audit Officers
- 9) Secretary General, EPF Officers Association, Goa
- 10) General Secretary, EPF, Staff Federation, Punjab
- 11) PS to Central Provident Fund Commissioner
- 12) DD (OL) of Headquarter with a one spare copy for Hindi version.

(N.A. NAIR)

R.P.F.C. (HRM) & Secretary C.S.W.C.



**Employees' Provident Fund Organisation**  
(Ministry of Labour & Employment, Govt. Of India)  
Bhavishya Nidhi Bhawan,  
14-Bhikaiji Cama Place,  
New Delhi-110066

**MINUTES OF THE 19<sup>TH</sup> MEETING OF THE CENTRAL STAFF WELFARE COMMITTEE (EPF WELFARE FUND).**

**Date** 28.03.2008  
**Time** 1.30 P.M.  
**Venue** Employees' Provident Fund Organisation, Head Quarters, New Delhi.

**PRESENT**

- |     |  |                        |
|-----|--|------------------------|
| 1.  | Shri A.Viswanathan, C.P.F.C.                 | PRESIDENT              |
| 2.  | Shri Trilok Chand, ACC (HR)                  | Vice President         |
| 3.  | Shri Rajiv Talwar, CVO                       | Member                 |
| 4.  | Shri N.A. Nair, R.P.F.C. (HRM)               | Secretary              |
| 5.  | Shri Pratap Singh, R.C. (ASD) HQ             | Member Special Invitee |
| 6.  | Shri Robert Kapai, AC (Budget)               | Treasurer              |
| 7.  | Shri C.Sanjay Mishra , R.P.F.C. II OR        | Member                 |
| 8.  | Shri K. Narayanan, A.P.F.C.                  | Member                 |
| 8.  | Shri Sanjib Kundu, SSSA, WB                  | Member                 |
| 9.  | Shri Pankaj Kumar, SSA, GJ (WZ)              | Member                 |
| 10. | Shri Balakrishnan Shetty, K.A. Sr. SSA KN SZ | Member                 |
| 11. | Shri Anil Jugran, DEO UA, NZ                 | Member                 |
| 12. | Shri Harish Makhija, Welfare Officer         | Assistant Secretary    |

Shri Abhey Kumar Singh, F.A. CAO, Shri K.C.Jayparkash Narayan, Member and Shri Vijay Kumar Sharma, Secretary General AIEPFS Federation could not attend the meeting due their pre-occupations.

At the outset, the President, Central Staff Welfare Committee welcomed all the Members of the Central Staff Welfare Committee followed by introduction of participants. Then Agenda items were taken up for discussions as detailed below:

Item No. 1	<b>Confirmation of the minutes of the last meeting held on 3.3.2008.</b>  The minutes of the 18 <sup>th</sup> meeting of the Central Staff Welfare Committee held on 3.3.2008 as circulated vide this office letter No. Wel.Fund-1 (1)/2006-07/ 18 <sup>TH</sup> Meeting/ CSWC Dated 12.03.2007 were confirmed.
Item No. 2	<b>Action taken report on the decisions of the last meeting held 3.3.2008.</b>

	<p><b>The Committee noted the action on the decisions taken in the last meeting.</b></p>
	<p>However, it was informed to the Committee that the Headquarter Office could not provide food on approved subsidized rates to its employees due to some Administrative reasons. Two NESTLE tea/coffee dispensers have been installed and tea coffee is being supplied on the prescribed rates. Further, the President enquired about the quality of the Tea/Coffee. It was brought into the notice of President that the cost of commodities have been risen and vendor is finding it difficult to supply tea and coffee on two rupees i.e. one from employee and one from Welfare Fund. It was brought to the notice of the Committee that good tea/coffee can be supplied at the rate of Rs. 4/-. The R.P.F.C./ASD Welfare Officer desired that the subsidy to be granted at the rate of 2/- per tea/coffee/soup and employee will also bear Rs. 2/- for each tea/coffee/soup. The Central Staff Welfare Committee accepted the proposal. As regards, lunch, the Committee was informed since space is earmarked for the Canteen, we have to ask to a vendor to supply lunch in disposable plates with a subsidy of Rs. 10/- for each lunch and employee will pay Rs. 8/- for lunch. The Central Staff Welfare Committee approved the proposal on a trial run for three months.</p>
Item No.3	<p><b>Receipt and Payments accounts for the year 2005-06 and 2006-07.</b></p>
	<p>The Board approved the accounts for the the year 2005-06 and 2006-07 with the following directions:</p> <ul style="list-style-type: none"> <li>➤ All the Regional Provident Fund Commissioners &amp; Presidents of the Regional Staff Welfare Committees to be directed to submit the accounts of the Regional Sports Promotion Board by 30<sup>th</sup> April every year. Budget for the current year be allocated only after the receipt of the accounts of the previous year. Residual funds kept in the Saving Bank are deposited in Administration Account No. 2.</li> <li>➤ Under any circumstance, no funds be allowed to be diverted from the Administration Account No. 2.</li> </ul> <p>The President directed that all the Regional Commissioners are to spend the funds within the allotted funds and no withdrawal from Administration Account No. 2 will be allowed and violation of the same will be viewed seriously.</p>

	The President also desired that since the budget allotted for the 2007-08, has completely been consumed, requisitions may be sent for increase of budget for the R.E. 2008-09.
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**Item No. 4 Ratification of financial assistance granted and Suggestions Received From Various Regional Staff Welfare Committee.**

The Central Staff Welfare Committee unanimously ratified the sanctions as contained in the agenda.

**The suggestions/proposals received from the different Regional Offices/individuals.**

<b>Item</b>	<b>Action</b>
<p>1. 50% of the Medical Expenditure incurred by family members through in admissible Private doctors should be sanction from the funds on the basis of the paid vouchers.</p> <p>2. Regional level sports meet should be allowed to be organized.</p>	<p><b>The Committee did not agree to the proposal.</b></p> <p><b>It was brought to the notice of the Committee that selection etc. is being done on Regional basis.</b></p>
<p>Some of the Regions still hold certain funds of Staff Benevolent Fund in deposit and a decision regarding utilization of this fund is required from the Central Staff Welfare Committee.</p> <p>Propose to conduct Cultural Meet during April 2008 as per the decision taken in the 18<sup>th</sup> meeting of CSWC. Cultural meet to be organized at Zonal level/All India level as a Competition.</p>	<p><b>All the Presidents, Regional Welfare Committees are advised to explore the possibility of utilizing the funds for the Welfare Activities of the employees provided grants was allotted to the benevolent fund.</b></p> <p><b>The Cultural Meet will be organized in the year 2008-09.</b></p>
<p>Grant in aid to SRC to be raised from Rs. 25 to Rs. 50/- per year.</p>	<p><b>It was brought to the notice of the Committee that it is not possible because grant to Staff Recreation Clubs is given on the basis of the provisions</b></p>

<p>Since the 90% bench mark for availing scholarship in the PG courses is next to impossible, it requires re-examination.</p> <p>Likewise lowering the bench mark for continuance of the Scholarship in medicine and accountancy</p>	<p>contained in the G.F.R.</p> <p>After detailed discussions, it was decided to reduce the percentage for the Scholarship as far as P.G. courses are concerned. It was decided that wards of the employees who gets 70% in Arts/Commerce and 80% in Science/Engineering would be eligible for the Scholarship.</p> <p>Bench marks for continuance of the scholarship at the graduation level, the percentage would be 65% in Arts and Commerce, for science, it will be decided later on, till such time, the present scheme will continue i.e. 80%.</p> <p>However, there is no change in case of scholar who gets scholarship first time i.e. 90% at the 12<sup>th</sup> standard.</p>
<p>Death Relief Fund may be separated from the head "Other Activities".</p> <p>Holiday Home at Punnami Vally Resort, Araku Valley, Vishakhapatnam may be opened.</p>	<p>The Central Staff Welfare Committee approved the proposal and decided to issue letter to all the Regional Commissioners to open a new accounting head D.R.F.</p> <p>The President desired to send the proposal separately.</p>

ITEM NO. 5

Item	Action
<p>Financial Assistance For Funeral Ceremony Of Employee &amp; Spouse.</p>	<p>The Central Staff Welfare Committee did not agree to the proposal of financial assistance to be granted in the case of demise of spouse.</p> <p>It was brought to the notice of the Committee that since the quantum of financial assistance has been raised to Rs. 2.00 lakh, sometimes, Regional Staff Welfare Committees or Central Staff Welfare Committee also may not have budget, therefore, it was decided to release immediately Rs. 8,000/- as per GFR provisions to be adjusted against Gratuity and Rs. 10,000/- from D.R.F. to be adjusted against the Financial Assistance of Rs. 2.00 lakh.</p>

<b>Item No. 6</b>	<b>Action</b>
Opening of crèches	The President desired to discuss the matter with R.P.F.C. Tirunelveli and R.P.F.C. Chennai on the modalities and come up with the concrete proposal in the next meeting.

<b>Item No. 7.</b>	<b>Action</b>
Increase the amount of Mementoes to the retiring official.	The Central Staff Welfare Committee did not agree to the proposal. However, it was decided to issue instructions to all the Regional Commissioners to use atleast 75% of the amount being granted from the Central Staff Welfare Committee for the mementoes to be given to retiring officials and rest 25% can be used on other items. If Regional Staff Welfare Committees wants to distribute sweet etc. amongst the staff, they can contribute from staff itself. The mementoes will also be granted to the employees who are taking V.R.S.

<b>Item No. 8</b>	<b>Action</b>
Community centers to be constructed at every EPFO Colony.	The Central Staff Welfare Committee unanimously decided that the item can be decided on file on case to case basis. However, it was decided to send a letter to P.F.D. for making provisions of Community Centers wherever new buildings are being constructed.

ITEM NO. 9

<b>Item</b>	<b>Action</b>
Opening of Guest Houses at every Office	It was brought to the notice of the Central Staff Welfare Committee that a decision has already been taken and Regional Provident Fund Commissioners are empowered to incur expenditure on the opening/maintenance of Guest House on need basis and can book the expenditure under the head Maintenance of Office Buildings. For the maintenance of Guest Houses, the Regional Commissioners are to include the expected expenditure while sending the budget estimates to Finance Wing.

ITEM NO. 11

<b>Item</b>	<b>Action</b>
Opening Of Guest Houses At	The Central Staff Welfare Committee

Mysore	unanimously approved the proposal as contained in the Agenda and R.P.F.C. Mangalore is authorized to incur an expenditure of Rs. 1,68,000/- and book the expenditure under the head Maintenance of Office Building
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**SUPPLEMENTARY ITEMS**

<b>Item</b>	<b>Action</b>
<b>ADDITIONAL ROOMS FOR HOLIDAY HOME AT Puri.</b>	The Committee desired to know what is the occupancy of per room. Shri Sanjay Mishra, RC II intimated that he will be able to furnish this information later on. Then, the President, desired to send the comprehensive proposal so that decision can be taken. Further, on receipt of the proposal from R.P.F.C. Orissa, the Central Staff Welfare Committee authorize the President to take decision.
In the 18 <sup>th</sup> meeting of the Central Staff Welfare Committee, the C.S.W.C. allowed medical health check up for the age group of 58-60 for employees and spouse. Few employees have been benefited under the Scheme. Though the age of the employee was 58-60 but age of spouse was particularly not defined resulting denial in one or two cases where the age of spouse was less than 58. It is proposed that spouse age may be defined as 55 years from 12.3.2007 upto the F.Y. 2007-08. Now there is a demand from many employees that this facility may be extended to the employees in the age of 55 and above and spouse age 50 and above and the expenditure to be debited under the head Other Activities.	The Committee unanimously approved the proposal with the modification that the age of the spouse is removed. Therefore, there is no age bar on the medical check up of spouse and the employee of the age of 55 years and above can take the benefit.
To provide first aid kit with all temporary relief medicines like PCM, Disprin, Betadine, Shevelon Bandage, cotton,	The Committee approved the proposal as contained in the agenda.

B.P. Checking Machine etc. in all offices and some of the employees to be trained to check up B.P. etc.

ANY OTHER ITEM WITH THE PERMISSION OF THE CHAIRMAN

**REVISION OF RATES OF STAY AT HOLIDAY HOME/GUEST HOUSES**

The Central Staff Welfare Committee revised the Room Rents with immediate effect.

	<b>For staff &amp; family Duty/Non Duty</b>	<b>Others</b>
Non AC Double Bed	Rs. 80/-	Rs. 150/-
A.C. Double Bed	Rs. 125/-	Rs. 200/-

As far as the rates of Break-fast/lunch/dinner etc. are concerned, the President Regional Staff Welfare Committee is authorized to fix the rates.

The President, Central Staff Welfare Committee desired that in case of spastic child/physically challenged/mentally retarded, the Central Staff Welfare Committee should reimburse 50% of the fees to be paid by the employee upto the age of 15 years. The Central Staff Welfare Committee unanimously approved the proposal as mooted by the President.

The President Central Staff Welfare Committee also desired that all the Presidents of the Regional Staff Welfare Committee should use the funds allocated for the specified purposes. Any proposal, which does not cover by the rules and regulations of the Central Staff Welfare Committee, should first be sent to Central Staff Welfare Committee for consideration.

The meeting ended with vote of thanks to the Chair

  
**(N.A. NAIR)**  
R.P.F.C. (HRM)/C.S.W.C.