



ईपीएफआ, 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-12011/16/2022-HRM-VII/12478

Date

OFFER OF APPOINTMENT

17 FEB 2023

Sub: Appointment of Ms Kanchana Khatarkar, Sr. SSA as Auditor in Employees' Provident Fund Organization.

The Central Provident Fund Commissioner is pleased to approve the selection of Ms Kanchana Khatarkar, Sr. SSA as Auditor in Employees' Provident Fund Organization in Level-06 of the Pay matrix [Pay Band-2 Rs.9300-34800 with Grade Pay Rs.4200/-(pre-revised)] in Employees' Provident Fund Organization on deputation basis initially for a period of three years from the date of joining the post of Auditor.


2. The terms of appointment on deputation are as follows:-

- (i) The terms and conditions of deputation will be as laid down in the O.M. No. 2/229/91-Estt./(Pay II) dated 05.01.1994, O.M. NO. 6/8/2009-Estt. (Pay II) dated 17th June, 2010 and other instructions issued by Government of India, Ministry of Personnel, Public Grievances and Pension, Department of Personnel & Training from time to time.
- (ii) The appointment as Auditor shall be at **IAP, Jalpaiguri**. However, the official may be transferred to any other EPFO office location on administrative grounds.
- (iii) She will be entitled to TA/DA and joining time as per Rules.
- (iv) On expiry of three years from the date of joining the post, the deputationist Officer will be deemed to have been relieved on the date of expiry of the deputation period unless the Competent Authority has with requisite approvals, extended the period of deputation in writing, prior to the date of its expiry.
- (v) In the event of the officer overstaying for any reason whatsoever, she is liable for disciplinary action and other adverse consequences which would include that the period of unauthorized overstay shall not count against service for the purpose of pension and that any increment due during the period of unauthorized overstay shall be deferred with cumulative effect, till the date on which the officer rejoins her parent cadre.
- (vi) The order of appointment will be issued once the written consent of the concerned officer is received accepting the offer of appointment subject to the above terms and conditions.

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3. If the above terms and conditions are acceptable, **Ms Kanchana Khatarkar, Sr. SSA** may send the written consent through proper channel and email alongwith Latest Vigilance Clearance to this office within 10 days of receipt of this offer of appointment.

[This issues with the approval of the Competent Authority]



(Mohammad Shariq)
Regional P.F. Commissioner-I(HRM)

To

Ms Kanchana Khatarkar, Sr. SSA
(Through: The Addl. CPFC, Zonal Office, Delhi & Uttrakhand)

Copy to: (Through EPFO Website)

1. The Addl. CPFC, Zonal Office, Kolkata for information & necessary action
2. The Addl. CPFC, Zonal Office, Delhi & Uttrakhand for information
3. PS to CPFC
4. PS to FA & CAO/CVO/All ACC(HQ)s/Director, PDNASS/Chief Engineer
5. All Additional CPFCs including Head Office
6. All RPFCs-in Charge ROs including Head Office
7. All ZAPs/All ZTIs
8. RPFC(NDC) for uploading the order on the website
9. The Secretary General EPF Officers' Association, Ludhiana
10. The Secretary General AIEPFSSF, Chennai
11. Hindi Section for Hindi Version
12. ACR/GIS Section, Head Office/Guard file



(Mohammad Shariq)
Regional P.F. Commissioner-I(HRM)