

FOR WEB CIRCULATION ONLY

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कर्मचारी भविष्य निधि संगठन
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
Employees' Provident Fund Organisation
(Ministry of Labour & Employment, Govt. Of India)

मुख्य कार्यालय Head Office,
भविष्य निधि भवन, 14- भीकाजी कामा प्लेस, नई दिल्ली -११००६६
Bhavishya Nidhi Bhawan, 14-Bhikaiji Cama Place, New Delhi-110066

No. MIS 3 (1)ABP Review/2010-11/

Dated: 02.11.2011

To,

All Additional Central Commissioners (ZONES)

Sub:- Convening of Review meeting of all ACC (Zones) – regarding

Ref: This office letter of even no. dated 31st Oct 2011 (at Sl No.369 Office Circulars 2011-12)

Sir,

Kindly refer to the above cited letter on the captioned subject. It is requested that data for and upto the month of October 2011 may kindly be compiled for all offices under your jurisdiction, **in ABP format** (for each RO/SRO separately) and sent to the MIS Division, EPF HQrs by email on priority.

CPFC has desired to undertake the review specifically on following parameters:-

1. Updation of Annual Accounts:

- Annual Accounts for and upto 2008-09- Kindly recollect that the date for completion of this task was 30th June 2011.
- Annual Accounts for 2009-10- These were to be updated by 30th September 2011.
- Annual Accounts for 2010-11- These are to be liquidated by 31st December 2011.

You may submit a report on the progress achieved on the above parameters **upto 31st October 2011**. If there is any slippage in target achievement kindly also

furnish a report on reasons for non achievement of the targets as above along with an action plan to complete the target at the earliest.

Kindly also arrange to provide information about amount debited to Interest Suspense Account (ISA) for Account slips issued from 1st April 2010 to 31st March 2011 for the annual accounts issued for and upto the year 2008-09. This information is required in accordance with Finance Wing letter No. WSU/9(1)2011/Updation of accounts/11890 dated 15th June 2011 (at Sl. No. 157 Office Circulars 2011-12).

2. **Settlement of Claims (All claims)** - As per RFD targets 65% of the claims are required to be settled within 30 days. You may like to compile a progress report of offices under your zone on these parameters and also present an action plan for achievement of target, in cases where there is shortfall.
3. **Enrolment of members and coverage of establishments-** The RFD targets in the above area have already been communicated by EPF HQrs. Kindly compile an status report on above parameters for and upto October 2011. Kindly also submit reasons for shortfall and action plan for achieving the targets.

You are requested to kindly arrange to ensure submission of ABP returns for and upto October 2011 of you zone (region-wise) latest by 4th November 2011.

Yours sincerely



(NAVENDU RAI)

REGIONAL COMMISSIONER-II
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