



राष्ट्रीय सामाजिक सुरक्षा अनुसंधान एवं प्रशिक्षण अकादमी
NATIONAL ACADEMY FOR TRAINING & RESEARCH IN SOCIAL SECURITY
कर्मचारी भविष्य निधि संगठन दृश्रम मंत्रालय भारत सरकार
Employees' Provident Fund Organisation (Ministry of Labour, Govt. of India)
30-31, इंस्टीट्यूशनल एरिया, जनकपुरी, नई दिल्ली 110 058
30-31, Institutional Area, Janak Puri, New Delhi-110058
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Phone: 28520476 Fax: 28524079
Email: natrss@hotmail.com

No: 13/04/2010-2011-NATRSS/

1468

Dated: 07.06.2011

To

The Regional P.F. Commissioner (ASD) Head Office
Regional PF Commissioner -I,
All Regional Office.

1-8 JUN 2011

Sub: Training Programme for Newly Promoted APFCs – Nomination(s) - Regarding.

Sir,

The National Academy for Training and Research in Social Security (NATRSS) has scheduled a two weeks Training Programme for Newly Promoted APFCs from 18.07.2011 to 29.07.2011 in its premises at -

30-31 Institutional Area, D-Block, Janak Puri, New Delhi-110058.

The course will broadly cover the following:

- Use of management techniques for enhancing self effectiveness
- Describe various provisions of EPF and MP Act 1952 and its Schemes
- Initiate and conduct QJP under sections 7A and 14B of the EPF & MP, 1952 and assess the liability.
- Explain the conditions for granting exemption
- Explain the various provisions available for Recovery of dues under the EPF and MP Act, 1952 and the IInd Schedule of the Income Tax Act.
- Explain the benefits in the EPS' 95.
- Explain the do's and don'ts of Conduct Rules.
- Explain the importance of CRM.

You are requested to nominate One APFC (promoted from EO/AO cadre) from your region including SROs for this programme who has not undergone this training programme earlier at NATRSS. It may also be ensured that **no officer who is retiring in this financial year is nominated.**

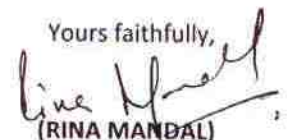
The name of the nominated officer may please be communicated **latest by 30.06.2011.**

The accommodation in the hostel will be available from one day before the commencement of the programme till one day after the completion of the training programme. Any extension beyond this will require specific approval of Director, NATRSS.

You are requested to relieve the officer(s) on receipt of confirmation from NATRSS with a direction to report to NATRSS on 18.07.2011 at 9.30 A.M. sharp.

(This issues with the approval of Director, NATRSS)

Yours faithfully,


(RINA MANDAL)

Deputy Director & Course Director
Phone: 28520476

Copy to :

The All ACCs for kind information and necessary action please.