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Azadi Ka
Amrit Mahotsav

कर्मचारी भविष्य निधि संगठन, मुख्यकार्यालय
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No. HRD/27/2022/Adm.Inspection/847

Date: 11.08.2023

To

All Addl. CPFC (HQ)/All Addl. CPFC (Zones)/Director (PDNASS)

Sub: Guidelines for Administrative Inspection by Addl. CPFCs of Field Offices for 2023-24 – regarding.

Madam/Sir,

Please refer to this office circulars of even numbers dated 02.05.2022 (Website Sl. No.34) and 22.08.2022 (Website Sl. No.148) on the subject cited above vide which instructions had been issued for Administrative Inspection of Field Offices. Similar action is required to be taken by all Zonal ACCs for Administrative Inspection of the Regional Offices/District Offices under their jurisdiction for the year 2023-24 as discussed in the Zonal Review Meeting.

2. It may be ensured that the inspection of all the offices is completed by February, 2024 and further review and additional inspection of offices if so required may be done in the month of March, 2024 to ensure compliance by the year end.
3. Similar action may be taken by Director (PDNASS) in respect of ZTIs & Sub-ZTIs under their jurisdiction.
4. All Zonal Offices are requested to forward the 'Monthly Calender for Administrative Inspection' in r/o RO's/DO's under their jurisdiction by 16.08.2023.

Yours faithfully,

Encl: As above.

(Sunil Kumar Suman)
Addl. CPFC (HRD)

Copy to:

1. PPS to CPFC
2. PPS to FA&CAO / CVO
3. All Addl. CPFCs in Head Office
4. All RPFCs In-charge of Regional Offices including RPFC (ASD)
5. All DD (Vigilance)/ZAPs
6. All ZTIs/Sub-ZTIs
7. RPFC, NDC for web circulation
8. Hindi Section for Hindi Version
9. Guard file

(Swagata Rai)
Regional P.F.Commissioner-1(HRD-1)