



कर्मचारी भविष्य निधि संगठन  
EMPLOYEES' PROVIDENT FUND ORGANISATION  
धर्म एवं रोजगार मंत्रालय, भारत सरकार  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA  
मुख्य कार्यालय/Head Office  
भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली-110066  
Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi-110066  
Website: www.epfindia.gov.in, www.epfindia.nic.in



File No. RRC/SpecialRecoveryDrive/2023

563

Date : 08.11.2023

08 NOV 2023

To

All Addl. Central P.F. Commissioners (HQ) Zones,  
All Addl. Central P.F. Commissioners Zones  
All Regional PF Commissioners,  
In-charge of the Regional Offices

**Subject: Special Recovery drive for the months of December, January and February 2023-reg**

Madam/Sir,

The increasing trend of slow recovery of arrears of Provident Fund and allied dues has become a matter of great concern. So much so that the performance in recovery of current and arrear dues is far below the targets fixed by the Headquarters.

2. In order to augment recovery, it has been decided that a Special Recovery Drive is carried out for the months of December, January and February 2023, for both un-exempted and exempted establishments.

3. The following points shall be kept in mind while conducting the Special Recovery Drive:

a) Maximum number of Officers, as far as practicable, shall be detailed to carry out such drive without disturbing other functional areas. The Officers before proceeding in the matter shall gather all information like details of bank accounts, details of sundry debtors etc. from the records available in the office and also from third party sources like Income Tax Department, Inspector of Factories and Boilers, Inspector of Shops and Establishments, Employees' State Insurance Corporation, Regional Transport Authorities, Industries and Commerce Departments, Industrial Estates, Local Bodies, Co-operative Department, Director of Mining and Geology, Employers' Associations, Trade Unions etc.

b) RPFCS In-charge of Regional Offices shall closely monitor the progress of recovery during the currency of the drive. Since, all the Regional Offices have already intimated their targets for recovery to Head Office, efforts should be made by the Field Offices for achieving these targets.

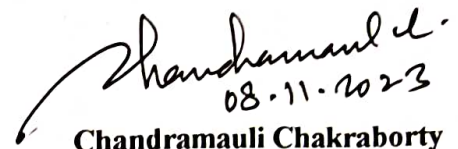
c) Wide publicity shall be given to the Special Recovery Drive through local News Papers, display on the notice boards of the Office, through Employers' Associations and Trade Unions.

d) The consolidated report regarding performance of the Regional Offices during the Special Recovery Drive must be reported office wise by the ACCs In-Charge of the Zones in the enclosed proforma to Head Office by e-mail at [dir.recovery@epfindia.gov.in](mailto:dir.recovery@epfindia.gov.in). Please note that the consolidated report must be received in Head Office every Friday starting from 1<sup>st</sup> Friday of December 2023 till the end of Recovery Drive.

4. The above actions are meant to be taken for meeting the objectives of speedy recovery of dues and not for any harassment of the employers/defaulters, which the RPFs must ensure.

5. It is hoped that all out efforts shall be made to make the Special Recovery Drive a success in its true spirit.

Yours faithfully,



08.11.2023

**Chandramauli Chakraborty**  
**Addl. Central P.F. Commissioner HQ(Recovery)**

<b>ARREAR DEMAND</b>
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Region		Total Workload (R)	Collection during this week	Total Collection upto this week	Collection percentage upto this week(%)
RO-1	7A				
	14B				
	7Q				
	Total				
RO-2	7A				
	14B				
	7Q				
	Total				
RO-3	7A				
	14B				
	7Q				
	Total				
RO-4	7A				
	14B				
	7Q				
	Total				
Zone ( Total)	7A				
	14B				
	7Q				
	Total				

**CURRENT DEMAND**

Region		Total Demand ( R )	Collection during this week	Total Collection upto this week	Collection percentage upto this week(%)
RO-1	7A				
	14B				
	7Q				
	Total				

RO-2	7A				
	14B				
	7Q				
	Total				

RO-3	7A				
	14B				
	7Q				
	Total				

RO-4	7A				
	14B				
	7Q				
	Total				

Zone ( Total)	7A				
	14B				
	7Q				
	Total				