



कर्मचारी भविष्य निधि संगठन  
**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
श्रम एवं रोजगार मंत्रालय, भारत सरकार  
**MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA**  
मुख्य कार्यालय/Head Office  
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Website: [www.epfindia.gov.in](http://www.epfindia.gov.in), [www.epfindia.nic.in](http://www.epfindia.nic.in)



No. HRM-I/DD(IS)/VRS/2/2025 / 574

Date: 20 FEB 2025

To

Additional Central Provident Fund Commissioner,  
ASD, Head Office

**Subject: Acceptance for Voluntary Retirement from Service (VRS) in respect of Ms. Leena Aggarwal, Deputy Director (IS), NDC Dwarka under CCS (Pension) Rules –reg.**

Sir/ Madam,

With reference to the application dated 11.11.2024 received from **Ms. Leena Aggarwal, Deputy Director (IS), NDC Dwarka** seeking voluntary retirement from the services of EPFO, the notice tendered by her under under CCS (Pension) Rules has been accepted by the Competent Authority. The officer may be relieved of her duties in EPFO with immediate effect. The Vigilance Wing and DAR section at Head Office have informed that Ms. Leena Aggarwal, Deputy Director (IS) is clear from vigilance/ DAR angle.

2. It is therefore, requested to take further necessary action to release pensionary and retirement benefits admissible to her after completing prescribed formalities under the extant rules.

Yours faithfully,

*Shariq 20/2/25*

(Mohammad Shariq)

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

Copy to: (Through EPFO Website)

- (i) RPFC-I, ASD for information and necessary action.
- (ii) PS to Central PF Commissioner.
- (iii) PS to FA&CAO/CVO/Addl. CPFCs (Hqrs.)/Director (PDNASS).
- (iv) All Additional CPFCs, Head Office & Zones/Chief Engineer.
- (v) All RPFC in-charges (All Regional Offices)/ RPFC (NDC).
- (vi) All Officers in Head Office.
- (vii) All Dy. Dir. (Vig.)/Zonal Audit Parties/RPFCs Zonal Training Institutes.
- (viii) Secretary General, EPF Officers' Association, Ludhiana. Hindi Section for Hindi version.
- (ix) Personal files of officer concerned.
- (x) ACR/GIS Section, Head Office Guard file.

*Shariq 20/2/25*

(Mohammad Shariq)

Regional P. F. Commissioner (HRM-I)