

EMPLOYEES' PROVIDENT FUND ORGANISATION

DRAFT MINUTES

63rd MEETING OF EXECUTIVE COMMITTEE, CBT (EPF)

Meeting : Executive Committee, Central Board of Trustees (EPF)
Date : **10.11.2008**
Venue : Conference Room, 3rd Floor,
EPFO Headquarters,
Bhavishya Nidhi Bhawan,
Bhikaiji Cama Place, New Delhi – 110 066

The 63rd meeting of the Executive Committee, CBT (EPF) was presided over by **Smt. Sudha Pillai**, Chairperson, Executive Committee, CBT (EPF) and Secretary to the Govt. of India, Ministry of Labour and Employment. The following members attended the meeting:

Shri Girish Awasthi

Employees' Representatives

Shri Babulal Todi

Employers' Representatives

Shri S. Krishnan,
Special Secretary,
Ministry of Labour & Employment

Shri Rajesh Verma,
JS & FA,
Ministry of Labour & Employment

**Central Government
Representatives**

Secretary to the Govt. of Haryana,
Deptt. of Labour & Employment.

Special Secretary to the Govt. of
Uttar Pradesh, Department of
Labour, Employment & Training
(Representing Principal Secretary,
Govt. of Uttar Pradesh)

**State Government
Representatives**

Shri A. Viswanathan
Central Provident Fund Commissioner

Member Secretary

The following members were absent from the meeting:

Dr. G. Sanjeeva Reddy

Employees' Representatives

Shri J. P. Chowdhary

Employers' Representatives

Shri B. P. Pant

Secretary to the Govt. of Bihar
Department of Labour,
Training & Employment

**State Government
Representative**

The list of the officers of the Ministry of Labour & Employment and of the officers of EPFO who attended the meeting is given at **Annexure-'A'**.

At the outset, the Chairperson welcomed all the members of the new reconstituted Executive Committee of CBT (EPF) and added that in the today's meeting there are lot of agendas to be decided. She assured that with the wisdom majority and guidance of the members of this Committee and their contribution, this Executive Committee will give its best to EPFO and to its ultimate beneficiaries which are workers of this country. Thereafter she thanked all the members present and requested the CPFC to set the ball-rolling.

Thereafter, the CPFC welcomed all the members of the newly reconstituted EC on behalf of EPFO and his own self and hoped that with the benign guidance of the members of this EC, we will be able to take our Organisation to better heights to do our job in the

better manner. With the permission of the Chair, the Central Provident Fund Commissioner took up the agenda items for discussion.

Item No. 1: Confirmation of the minutes of 62nd meeting of Executive Committee, CBT (EPF), held on 16.04.2008.

The CPFC informed the Committee that only one comment has been received on the draft minutes of 62nd EC from Shri Hasu Bhai Dave, the then member, which are placed at page 19 of the agenda book. He further informed that a separate item will be taken up tomorrow on restructuring of Physical Facilities Division which will address the issue raised by the then member. So he requested the house that the minutes may be approved with noting the letter.

At this point, Shri Babulal Todi raised a query on page 30 last line of the draft minutes wherein it was mentioned that 90% of accounts are not correct which he termed it as a serious statement.

To this CPFC responded that the context is different. The context is, the manner in which EPFO has to maintain the account including the name of the person, father's name, date of entry and many other such issues do not comply to the accounting standards. Such an audit is an internal study but the amount reflected against each member is correct.

The Chairperson liked to know whether it was the comment of Shri A.D. Nagpal or is it the statement of CPFC.

The CPFC clarified that the accounts of all the officers were audited which revealed certain data gaps and incompleteness of data was pointed out. The amount shown against the person name is correct.

To overcome this problem of accounting Shri Babulal Todi suggested that since computerization is taking a lot of time and it may take some more time EPFO can have individual PC base accounting in each office for the time being on various accounting software as such Tally etc. He informed that by using such software automatic updation of entries is done every month after money on making any entry anywhere in the software. By this EPFO will not only save on labour and shortage of manpower but also efficiency of Regional Offices and even Central Office will increase.

To this suggestion CPFC clarified that each office of EPFO is already computerized and most of the areas such as accounts and pension are fully computerized. EPFO is already working on the project to improve the accounting procedure. Only double entry system is to be achieved since there are many complexities involved in the accounting of EPFO. It is not easy to design such a software. For this reason a very senior high level committee has been constituted which is looking into the matter.

Shri Babulal Todi further raised the objection on 8th line of 3rd para on page 15 which stated that the junior management level has slackened and suffered drastically and said that it a very bad remark against EPFO. At this point Special Secretary (L&E) intervened to say that the remark has to be read in that context only. Shri Babulal Todi agreed to the point of view of Special Secretary and clarified that he also believed that EPFO did not mean what is stated in the line but it gives wrong impression. So a softer word may be used in its place.

Shri Girish Awasthi drew the attention of the house to page 6 of the draft minutes of 63rd EC wherein it is mentioned that UPSC has to be approached to fill up the direct recruitment quota in the Hindi Directorate an enquired what is the latest on it.

CPFC clarified that UPSC has been requested to fill up the post of Assistant Director. They have been reminded but no progress has been made till now. To this Shri Girish Awasthi suggested that a further reminder may be issued to them to which CPFC agreed.

Shri Girish Awasthi further inquired about the progress in the direct recruitment of vacancies in the Physical Facilities Division for which Shri V.P. Chopra had sought a clarification on page 7 of the draft minutes.

CPFC informed the member that various steps have been taken to fill up the posts which have been mentioned at page 136 and 137 of the agenda. Moreover the item on PFD is has been place d before the CBT going to be held on 11.11.2008.

Shri Girish Awasthi suggested recruitment of polytechnic diploma holders as Junior Engineers.

Shri Babulal Todi said that they will also not serve our purpose. We want qualified Civil Engineers to do the job because our job has to be perfect. The situation was not good sometime back but now situation is changing and we will be able to get lot of people as there are lot of engineers who are wanting job and are not getting it.

Shri Girish Awasthi liked to clarify to the member that diploma holders passing out of polytechnics are also employed in Government.

To this CPFC explained that EPFO has its own set of recruitment rules with qualification etc. for each post and we will be filling up posts according to RRs only. He then requested Addl. CPFC (HR) to inform the house about the current stage of recruitment of JEs etc.

Addl. CPFC (HR) informed that the matter was taken up with IBPS to conduct the recruitment for JEs, but they have declined.

After hearing the views of all the members and the response of the officers of EPFO, Chairperson directed EPFO to write a DO letter to Director General (Employment & Training) drawing his special attention to the requirement of JEs in EPFO. She also suggested that job fairs are held in certain stage from where we can get good persons for

this purpose. She further added that unlike ITI, polytechnic education is good and polytechnic diploma holders meet the requirement.

Shri Girish Awasthi observed that in the 62nd meeting of EC the Chairperson directed the CPFC to complete the process within three months and inquired whether orders have been complied with.

CPFC clarified that whatever applications were received they have been examined and process. Job offers have been made. Wherever he is the competent authority he has made job offers and wherever approval of Chairman CBT is required they have been referred to the Ministry.

Thereafter, the minutes of the 62nd meeting of the Executive Committee held on 16th of April 2008 were confirmed by the members.

Item No. 2: Action Taken Statement in respect of meeting of the EC held upto 16.04.2008.

The CPFC invited attention of the members to the detailed Action Taken statement and invited comments from the members. He further requested the members to make the comments for each serial No. otherwise it can be taken note of.

Regarding Sl.No.1, Shri Girish Awasthi inquired whether fresh policy guidelines are needed for opening of new field offices in EPFO, to which CPFC replied that fresh item has been placed. Item No.13 relates to the issue. When it comes up for discussion, guidelines may also be revisited. Then, CPFC requested the members to take note of item No.2 to 5.

Regarding Sl.No.6, the Chairperson inquired whether any response has come from DGE&T or there is the need to remind them again.

At this point, CE informed that he got the confirmation from Gorakhpur that the money is being released. Further, DGE&T a month back had directed their sub-ordinate office to release the amount to EPFO. DGE&T has confirmed that instructions to release the principal amount to EPFO have been issued. To this, Chairperson directed that there is a need to go back and check the current status of the matter after the meeting today and if required chase the matter.

Shri Babulal Todi observed that in every item of the Construction Division there are 7% to 9% agency charges or agency commission and he could not understand why such commission has been indicated in all the items.

CE clarified that EPFO is following the pattern of CPWD which is the central agency for carrying out the construction and related works of all Central Govt. Departments. CPWD charges some departmental charges from all the departments whose work they undertake but in the past there was some problems with the CPWD on the issue of giving details of the accounts and were giving only the spent and unspent amount without giving their break-up. So in 2001 the Board decided to change the process by calling other central Govt. agencies for construction work. At that point of time it was decided that whatever CPWD was charging as departmental charges the same may be paid to all the agencies which undertake the work of EPFO. He further clarified that the charges of 7% to 9% is for sum total of planning, designing, getting clearance from other departments, ground inspection, supervision, technical checks and audit etc. Also EPFO reviews the estimate on the basis of CPWD rates and on its basis the work is given to the agency.

On inquiry of Shri Babulal Todi the CE informed that the agency selects the lowest tender after following CVC provisions. EPFO sends its representative whenever required.

Shri Babulal Todi inquired whether the agencies give guarantee for the workmanship of the structure for a period say, 5 years, 7 years etc.

CE clarified that whatever guarantee is being given by CPWD the same is given to us also by the executing agencies. There is a one year contract provision as per the

CPWD manual. One year compulsory liabilities clause is there on the contract that they give us.

CE further clarified that whatever is in-built as per Govt. guidelines like roof ceiling for 10 years, termite treatment for 5 years etc. all such guarantees and warranties are passed on to EPFO at the time of handing over the structure to EPFO by the executing agency as whatever is available.

Shri Babulal Todi observed that money which we are paying is properly spent, material that they received is of good quality etc. These are small things which even a general person would know. Only thing that should be ensured is proper utilization of money.

The Chairperson summed up the discussion and said that this issue needs a more realistic solution and we cannot leave it to internal discussion.

Regarding Sl.No.7, Shri Girish Awasthi remarked that we are very much concerned with the position of Chief Engineer in EPFO and requested to review the decision taken in the 23rd meeting of EC by placing them in the pay scale equivalent to that of Chief Engineer of CPWD.

To this remark of the member CPFC clarified that earlier this post was termed as Construction Engineer. There was a request to change in nomenclature. We took up conscious decision to name it as Chief Engineer knowing well that it is not equivalent to Chief Engineer to CPWD. Moreover, there are designations within EPFO such as Director (IS), Director (OL) etc. but they cannot be compared with the grade of Director in the Ministry which are in the higher scale of Rs.14300 – 18300 (pre-revised). He further submitted that this Board has the power to create posts only upto the scale of Rs.14300 – 18300 (pre-revised). Further apart from construction, the other main line functions of EPFO are finance, compliance, pension, HR and all these are headed by Divisional Heads which are in the same scale as that of CE.

The Chairperson directed the CPFC to place the views of the member before the Board on this issue in the 184th meeting of the CBT.

With the above observations the action taken was noted by the Committee.

Item No.3: Reconstitution of the Sub-Committee of the Executive Committee for Building and Construction.

The CPFC introduced the item and informed the house about the structure of the Sub-Committee which comprises of one representative from employee's side and one from employer's side. Since the construction takes place in one of the Regional Offices, the In-charge of the concerned RO is also one of the members and Chief Engineer is the convenor of this Sub-Committee. In the past an expert was also associated but he did not attend the meetings.

CE further added that at the time of constitution of this Sub-Committee 8-9 years back there was no expert. In 2004, HUDCO CMD was associated as an expert to the Committee, he came for the meeting for about 6 months and after his promotion he stopped coming.

CPFC suggested that there is no need of a full time expert and can be engaged on need basis.

Special Secretary (L&E) observed that it is necessary so that there is no conflict of interest and EPFO can approach DGE&T to get a consultant and he may be reminded by the CPFC to take up the matter.

Shri Babulal Todi suggested that this Sub-Committee should meet at a place where actual work is to be done to which Chairman agreed.

Thereafter it was decided that Shri Girish Awasthi and Shri Babulal Todi would be members.

With the above discussion the agenda was passed.

Item No.4: Proposal for amendment to the Recruitment Rules for the post of Assistant Director (Information Services) in Employees' Provident Fund Organisation

The CPFC introduced the item to the house. The Chairperson wanted to know whether the UPSC wants EPFO to take its approval after the item is passed by the Executive Committee or just information is to be given to them and desired that the matter may be followed up with the UPSC.

After a brief discussion the item was passed.

Item No.5: Amendment in Enforcement Officer/Assistant Accounts Officer and Superintendent Departmental Competitive Examination Scheme, 2002.

The CPFC introduced the item and informed the house that the item is for changing the heading of the scheme as the post of Superintendent has been redesignated as Section Officer and so the name of the examination scheme may be amended accordingly.

The Chairperson observed that Sl.No.3 on page 36 of the agenda should be the part of the proposal box to make the proposal more clear, to which CPFC replied in affirmative and said that the needful will be done.

After the brief discussion the item was passed.

Item No.6: Estimate for Up-dating Fire hydrant at EPFO Headquarters, HUDCO Vishala Building, New Delhi.

The CPFC invited the CE to introduce the item to the Committee. The CE informed the house that HUDCO Vishala Building was purchased from HUDCO, out of which half of the part is with EPFO and the remaining was earlier with UTI and now with Ministry of

Finance. The building was constructed by NBCC. It has many systems which cannot be individually handled by any one of the two occupants. Because of this reason there has been lot of conflicts in the last 6 years. Fire fighting system has not been operated for quite some time now. Since there has been events of fire in Delhi, the study was conducted 1 ½ year back to check and analyse the fire fighting system in the building. The study has revealed that there are many parts which are rusted and many others such as walls, pipes, connection with underground water etc. which require immediate repair. After the study estimate was taken which came to Rupees 45 lakh. As of now the total system is not working.

Shri Babulal Todi inquired whether we have taken the views of Ministry of Finance in this regard and are they doing it. It is for the simple reasons that suppose the fire takes place on their part how are we going to protect ourselves. Are we going to put up a wall or any other similar obstruction?

CPFC replied that building will be protected through sensors and sprinklers in case it is a normal fire. But if there is a high intensity fire it may not help. Basically it will provide first level of protection only.

Chairperson observed that Delhi Fire Service may be consulted on this issue and then letter may also be written to Ministry of Finance to carry out the repair work of fire system in their portion of building because at the end of the day even if the fire is in their portion we are equally addressed. Mayur Bhawan fire is the case in point. So, expert consultancy is required from Delhi Fire Services.

CPFC agreed to the suggestion of the Chairperson and further suggested that since large numbers of records are at stake we should not wait for response from Ministry of Finance for carrying out the work in our portion of building.

The Chairperson remarked that since both the above directions can be carried out simultaneously which will not take much time, only after they have been done the work may be undertaken. If there is any urgency in between the views of consultant and

response of Ministry of Finance alongwith the proposal of EPFO can be circulated to the Members of the Executive Committee and their consent may be taken for undertaking the work.

With the above discussions the agenda was approved by the Committee.

Item No. 7: Hiring of third floor in the existing Office Building for SRO, Vapi.

The agenda was passed after brief discussion.

Item No.8: Construction of SRO Building for EPFO at Gomti Nagar, Lucknow, UP.

The CE introduced the item.

Shri Babulal Todi inquired whether the estimate was on today's price to which CE replied that they are on 2008 cost index based on Govt. Specification and Schedules.

JS & FA (L&E) said that by following the tender process market forces will take over and we can have the intended results.

Babulal Todi further observed if the Govt. permits private parties can also be invited for the tenders. Moreover there should be broad-base publicity in web-site as well as newspapers so that maximum numbers of agencies come for the tender.

The CE clarified that the estimated cost is just the cost ceiling for operation which can go up as well as come down once the tenders are called which means that operation of market forces is in-built in the process. In case, the prices go down savings will come to the department only. Regarding advertisement he clarified that guidelines of CVC are being strictly followed as advertisement is being given not only on the web-site but also in

at least 3 national newspapers. The idea of having a consultant for the purpose was turned down by the EC in earlier meeting. No doubt improvement can be done in the system in future and we must go ahead with the proposal.

Shri Babulal Todi further pointed out that only the items and not the estimated cost should be advertised to which CE clarified that EPFO is not giving the cost in the tender.

The CPFC requested the members that the proposal may be agreed to as it is only a reference cost, to which Chairperson suggested that the agenda may be passed.

With the above discussion the item was passed.

Item No. 9: Special repair works in staff colony for 97 Nos. staff quarters in Bhavishya Nidhi Enclave, Sector- 29, Faridabad.

The CE introduced the item. In between the introduction it was requested by the members to expand the term M/s. UPRNNL. CE informed the house that M/s. UPRNNL stands for Uttar Pradesh Rashtriya Nirman Nigam Ltd. Further the Chairperson directed that in future expanded form of each abbreviation must be given in all agenda items.

Shri Girish Awasthi requested the house that in view of the precarious situation the proposal may be agreed upon. He further drew the attention of the house to the requirement of office building for Delhi (South) Office and suggested that some of its portion can be shifted to Wazirpur Office.

CPFC replied that there is no vacant space left in the Wazirpur Office and so Delhi (South) Office cannot be shifted there. He further added that building at Dwarka is almost ready and so we will have to take a call to shift whole or part of Head Office to Dwarka. Once this is done this office building can be given to Delhi (South).

Shri Girish Awasthi asked CPFC as to how much time will it take. CPFC requested CE to state the current status in this regard.

The CE observed that construction work at Dwarka building will take one or two months to complete and clearances from fire, sewerage, water supply etc. may take two to three months time. As and when it is decided what portion is to be shifted it will take three to four months to occupy the building. Otherwise mandatory payments on electricity on water will have to be done even if we do not occupy the building.

Shri Girish Awasthi further requested to raise two more issues related to Port Blair Office. He informed the house that he recently visited the Port Blair Office during which he found that it is working in Labour Commissioner's Office. Request for land for office building has not been agreed to by the State Govt. so he requested that CPFC may take up the issue for acquiring land at Port Blair. The second issue related to Port Blair regarding non-availability of accommodation for staff at Port Blair Office. He informed that some Central Pool Residential Accommodation is available in Port Blair, but since EPFO is not registered for it they cannot be allotted to our employees. He requested that a proposal may be sent to Nirman Bhawan for registering EPFO under Central Pool Residential Accommodation Quota.

The Chairperson directed CPFC to do it as early as possible.

Thereafter the item was passed by the Committee.

Item No.10: Supply, Installation, Testing and Commissioning (S/I/T/C) of one no. 8 (eight) passenger lift at Regional Office, Chhattisgarh, Raipur.

The CE introduced the item to the house and mentioned about the reference to the cost of the lift sometime earlier in the meeting by one of the Hon'ble Members. He informed the house that the cost given at page 79 at Sl.No.1 is only the mechanical cost and the final figure which is roughly around Rs.22 lakhs is the sum total of all components

which including mechanical cost (vendor supply cost) plus the building part of it (building provision cost) such as construction of lift room, head room etc. As far as costing part is concerned the benefits will come back to EPFO as the executing agency will be decided by tender process.

At this point Special Secretary(L&E) remarked that since all such proposals are for handicapped persons can we go for some other options such as special ramps to save on the cost. Moreover, since the building may not conform to the PWD norms of 1995 some openings etc. will have to be made in the structure.

CE clarified the member that the cost does not intend for demolition of any part of the building as all provisions required for lift are already there. Regarding provisions for handicapped all relevant points have been considered and ramp upto first floor and toilet on the ground floor are already there in the building as a part of public utility.

Special Secretary (L&E) suggested that further survey may be done with the manufacturer so that cost may be reduced.

Shri Babulal Todi suggested that further negotiation may be done with lowest bidders to which Chairperson remarked that the existing CVC guidelines do not permit any further negotiations and added that since the price is on the higher side it may be looked into again.

CPFC clarified that since it is only an estimated cost it may be agreed upon and as and when firm cost is ascertained it will be informed to the Board.

With these deliberations the agenda was approved.

Item No.11: Construction of proposed office building and boundary wall for Regional Office, at Ranchi

After a brief discussion the item was passed.

Item No.12: Construction of Annexe Building for R.O. Bangalore - Revised proposal

The CE introduced them item and sought approval to the proposal. But the Chairperson desired that the Sub-committee on Building and Construction should visit the office building before the item is approved.

Accordingly the item was deferred.

Item No.13: Ratification of opening of new Sub Regional Offices in EPFO

The CPFC introduced the item and informed the house that the Hon'ble Chairman, CBT directed that since there is a constant demand of EPF Office at some of the places and four places namely Allahabad (UP), Nagercoil (Tamil Nadu), Udupi (Karnataka) and Mysore Road (Karnataka) fulfill the NPC norms for opening of office, four SROs at the respective places may be opened in the next two months. Since the process of opening of these four SROs has already been initiated, Executive Committee is requested to accord its ex-post-facto approval for the same.

The Chairperson remarked that since the process for opening of these offices is underway, Executive Committee should accord its ex-post-facto approval to the proposal.

The CPFC further added that the issue was to be discussed in the Sub-Committee on the XLRI report but since it has submitted its interim report without new norms, the same may be revisited for which a study needs to be done. Accordingly he sought approval of the house to revisit the NPC norms.

The Chairperson directed that it should be a time bound exercise.

Special Secretary (L&E) inquired to know whether it is necessary to go for a study as BPR is underway.

This point was very well taken by the Chairperson who further remarked that change in the current organizational structure has already been set in motion by the interim report of sub-committee on XLRI report. However, she observed that EPFO may go ahead with the study as it will give another perspective for analyzing the needs of the Organisation.

After a brief discussion the Executive Committee accorded its ex-post-facto approval to the opening of four SROs as mentioned above.

Item No.14: Hiring of accommodation for officers- Enhancement of existing ceiling on lease rental.

The CPFC introduced the item by giving the background and the necessity of the enhancement of existing ceiling on lease rentals. He informed the House that since EPFO does not form part of the Central Pool Residential Accommodation it is very difficult for EPFO officers to get a decent accommodation within the HRA. So way back in 1985 the Board approved the scheme of hiring residences for officers of EPFO. And the proposal is to enhance the existing ceiling of lease rentals in the light of 6th Pay Commission Recommendations. He also drew the attention of the House to the comments of Integrated Finance Division, Ministry of Labour & Employment and informed the House the scheme has already been approved by CBT and since then the same procedure is being followed.

The Chairperson enquired whether there is any change in the existing policy by way of this revision to which CPFC clarified that there is no change. Thereafter the Chairperson wanted that some more material may be put before the House before any decision is taken in this regard after thorough examination of the matter with reference to

the policy approved by the Board, which may also include whether the rents have actually gone up since the last revision.

At this point JS & FA (L&E) desired to know as to how were the lease rentals revised after 5th Pay Commission Report, whether the matter was referred to the Govt. at that time and approval of Ministry of Finance taken.

To this the Chairperson observed that there should be thorough examination on the file, but the policy has already been approved by the Board long time back which is already in vogue in EPFO, it need not be referred to Finance.

With these discussions the agenda was deferred for the next meeting.

Item No.15: Counting of past service rendered by certain Officers in other departments in the EPFO for the purposes of pensionary benefits.

The CPFC introduced the item to the House. After the introduction was over Chairperson raised a query whether there is any pension in banks because in that case only DOP&T circular will apply and added that since proper justification has not been given and all the similar precedents have not been included in the Agenda the matter may be deferred for the next meeting.

At this point Shri Girish Awasthi drew the attention of the House to the fact that since the officer at sl. no. 1, who is from Grameen Bank which are part of Public Sector Banks, where there is provision of pension, is going to retire next month his case may be decided and the second case may be decided in the next meeting.

To this the Chairperson observed that though there have been precedents in the past we should not rush to the decision as the times are changing and one wrong decision may lead to wrong interpretations. Moreover, since the next meeting will have

to be held in the first week of December the matter can be decided in that meeting after thorough examination.

With the above discussions the agenda was deferred for the next meeting.

Item No.16: Acquisition of land for Construction of Office Building at SRO, Jalandhar

The CE introduced the item and informed the House that the matter has already been delayed for long which has resulted in the sharp increase in the price of the same land. So the item may be approved in this meeting to avoid any further increase in the cost of the land.

The Chairperson agreed with the views expressed by the Chief Engineer as page 190 shows that there seems to be no option and further desired that the price may be negotiated with PUDA (Punjab Urban Development Authority).

Shri Babulal Todi desired to know the earlier and current price.

CE informed the member that it was about Rs. 9000/- per square yard earlier which is now Rs. 12000/- per square yard and further requested the Committee to approve the item so that we can negotiate with PUDA to give the land on 2007 price and also withdraw case from the Court as it is further complicating and delaying the process.

Shri B. L. Todi as well as Shri Girish Awasthi aired the same views and wanted that the matter may be resolved to the best advantage of EPFO.

After a brief discussion the item was approved.

Item No.17: Deviation from Transfer Policy Guidelines in Group A.

Before starting the introduction of the item CPFC apologized before the house for the delay in bringing the item. Thereafter he informed the house that CBT has granted powers to CPFC to transfer any officer on the basis of transfer policy guidelines. In this regard to points are worth highlighting. Firstly, for the purpose of effecting transfers, a Personnel Placement Committee (PPC) was constituted with Director (Vigilance) as one of its member. But PPC could not meet for the last two years for the reason that CVO (who is the representative of Vigilance Wing as the post of Director (Vigilance) has been upgraded to CVO) felt that it was improper on his part to participate in the Administration matter. So now transfers are being made after taking his inputs. Keeping this point in view policy decision is required for change in PPC. Secondly, if any officer has been transferred before completion of his tenure all such cases are to be reported to Executive Committee for information. This has not been done for the last 5-6 years. So now reviving the process laid down he has put before the Executive Committee the list of all RPFs-II who have been transferred in deviation to the Transfer Policy after April 2008. He further added that he will come before the Committee with the list of APFCs who have been transferred in deviation to the transfer policy as the same is under compilation.

Shri Girish Awasthi desired to know whether they are to be reported to or approved by the Executive Committee.

CPFC clarified that they are to be reported only as all such transfers are made for some administrative or other reasons for which it is not possible to wait for approval.

After hearing the discussion, Chairperson remarked that there is apparent conflict in the structure of PPC as CVO cannot be a member. This requires modification. So suggestions should come from the Executive Committee for change in the PPC as well as transfer policy guidelines.

The CPFC assured the house that he will come with the policy in the next meeting and requested the house to take note of the cases mentioned in the agenda.

After all the formal agenda items were over Shri Babulal Todi desired to have a discussion on the issue of settlement of provident fund claims of outgoing members. He suggested that when employer is penalized for delay in depositing PF dues, then the same should apply to the officers of EPFO in case there is delay in the settlement of claim of any member by them. He further added that in case employee leave after a very short period of time without taking his PF balance he should be contacted by EPFO on his last known address and be requested to submit his claim for settlement.

To these suggestions of the member CPFC explained the procedure for settlement of claim and informed the house that EPFO has no mechanism to track the person as EPFO does not maintain his address etc. The onus lies with the employer and not with the EPFO in such a case. Regarding penalty on officers he informed that there is already a clause in the EPF Scheme for penalizing the officer concerned in case the claim, complete in all respects, is not settled within 30 days.

The Chairperson remarked that this is a very important issue which needs to be addressed as the onus lies on every one of us.

The meeting ended with a vote of thanks to the Chair.

ANNEXURE – 'A'

List of officers of Ministry of Labour & Employment and Employees' Provident Fund Organisation, who attended the 63rd Meeting of the Executive Committee, CBT (EPF) held on 10.11.2008.

1. Shri S .K. Verma, Director (SS), Ministry of Labour & Employment.
2. Shri Abhay Kumar Singh, FA & CAO, EPFO.
3. Shri Trilok Chand, Addl. CPFC (HR).
4. Col. P .K. Chaturvedi, Chief Engineer.
5. Shri R. K. Kukreja, RPFC (HRM).
6. Shri V. Vijaykumar, RPFC (HQ)
7. Dr. A. K. Singh, RPFC (Examination)
8. Shri Kumar Rohit, RPFC (ASD)
9. Shri Saurabh Jagati, RPFC (HRD).
10. Shri Sanjay Bisht, RPFC (Conference).
11. Shri J. C. Thukral, APFC (ASD).
12. Shri Vishal Agarwal, APFC (Conference)