

**9. Cadre Review Proposals are as Follows:**

The revised proposal prepared after incorporating the above items, is given hereunder:

**9.1. Creation of additional posts**

S. No.	Name of the post	Pay Band	Grade Pay	Existing sanctioned posts	Additional posts proposed
1.	Addl. CPFC(Sr. Time Scale)*	HAG	-	0	01
2.	RPFC-I	PB4	8700	0	01
3.	Director(Vigilance)	PB4	8700	0	01
4.	Deputy Director (Vig.)	PB3	7600	05	07
5.	Law Officer	PB3	6600	0	01
6.	RPFC-II (Zonal Offices)/Big regions / Vig. Head Office	PB3	7600	0	19
7.	Asstt. Director (Vig.)	PB3	5400	20	20
8.	Assistant Director (Audit)	PB3	5400	30	01
9.	Enf. Officers (for Zonal Offices)	PB2	4800	0	40
10.	Section Supervisor (for Zonal Offices)	PB2	4600	0	20
11.	Vigilance Assistant	PB2	4600	12	28
12.	Assistant Audit Officer	PB2	4600	31	07
13.	Auditor	PB2	4200	35	27
14.	SSA (for Zonal Offices)	PB1	2400	0	60

9.2. Upgradation of Existing posts:

S No	Name of the Post	No. of post	Existing Pay Band	Existing Grade pay	Proposed Pay Band	Proposed Grade Pay	Remarks
1.	FA & CAO	01	PB-4	8700	PB-4	10000	Appointing Authority for the post of FA & CAO is Central Govt. Eligibility criteria as per Govt. Rules.
2.	Addl.CPFC (HQ)/ Director, NATRSS	05	PB-4	8700	PB-4	10000	The qualifying service for promotion to the post of Addl.CPFC (Hqrs)/ Director (NATRSS) would not be less than three years on regular basis in the Grade Pay of Rs.8,900.
3.	Addl. CPFC(Zones)	10	PB-4	8700	PB-4	8900	The qualifying service for promotion to the post of Addl.CPFC (Zones)/ (IS)/CE would not be less than three years on regular basis in the Grade Pay of Rs.8,700.
4.	Addl. CPFC(IS)	01	PB-4	8700	PB-4	8900	
5.	Chief Engineer	01	PB-4	8700	PB-4	8900	
6.	RPFC (Grade- I)	58	PB-3	7600	PB-4	8700	The qualifying service for promotion to the post of RPFC (Grade-I) would not be less than 5 yrs on regular basis as RPFC (Grade-II).
7.	Director (IS)	04	PB-3	7600	PB-4	8700	The qualifying service for promotion to the post of Director(IS) would not be less than 5 yrs on regular basis as Deputy Director(IS).
8.	RPFC (Grade-II)	203	PB-3	6600	PB-3	7600	The qualifying service for promotion to the post of RPFC (Grade-II ) would not be less than 5 yrs as APFC(Senior time scale) i.e., Grade pay of Rs.6600 or total of nine years of service in Group 'A', whichever is earlier.
9.	Deputy Director (Vig)	05	PB-3	6600	PB-3	7600	The post of DD(Vig.) is an ex-cadre post and is filled up on deputation basis.

10.	Deputy Director (Audit)	16	PB-3	6600	PB-3	7600	The post of DD(Audit) is an ex-cadre post and is filled up on deputation basis.
11.	Deputy Director (IS)	08	PB-3	6600	PB-3	7600	The qualifying service for promotion to the post of Deputy Director(IS) would not be less than 5 yrs as AD(IS) (Senior time scale) i.e., Grade pay of Rs.6600.
12.	APFC APFC (Senior Time Scale)	540	PB-3 PB-3	5400 6600	PB-3 PB-3	5400 6600	On Completion of 4 yrs Regular service as APFC in the Grade pay of Rs.5400, senior time scale in the Grade pay of Rs. 6600 will be given as is presently available in organized Group 'A' services. The same has been adopted by the ESIC vide Memo No.B-11/14/1/07-E.III(Vol.II) 06-02-2009 [Annexure – III].
13.	Assistant Director (IS) Assistant Director (IS) (Sr.Time Scale)	56	PB 3 ---	5400 ---	PB-3 PB-3	5400 6600	On Completion of 4 yrs Regular service as AD (IS) in the Grade pay of Rs.5400, senior time scale in the Grade pay of Rs. 6600 will be given.
14.	Enf. Officer	2305	PB-2	4600	PB-2	4800	
15.	Section Supervisor	2660	PB-2	4200	PB-2	4600	
<p><input type="checkbox"/> EPFO may grant Organised Group 'A' Service Benefits to the Officers of EPFO in the grade by prescribing service conditions as applicable to IRS (Income Tax Department) – Ref. ESIC Memo No.B-11/14/1/07-E.III(Vol.II) 6-2-09 [Annexure – III].</p> <p><input type="checkbox"/> Incumbents holding the post of Addl. CPFC as on the date of Implementation will automatically be placed in the higher grade pay of Rs.10000 or Rs.8900 as the case may be based on seniority in the cadre of Addl. CPFC, w.e.f the said date, as has been decided In the case of ESIC-reference Number: B-II/14/1/07-E.III(Vol.II) Dated: 06-06-2011 [Annexure – IV], provided they have rendered a minimum of three years of regular service in the Grade Pay of Rs.8700 for placing them in the Grade Pay of Rs.10,000.</p> <p><input type="checkbox"/> Incumbents holding the post of RPFC(Gr.I) in the Grade Pay of Rs.7,600 will be placed in the Grade Pay of Rs.8,700 provided they have rendered a total of 14 years regular service in Group 'A' on the date of implementation, as has been decided In the case of ESIC-reference Number: B-II/14/1/07-E.III(Vol.II) Dated: 06-06-2011 [Annexure – IV].</p> <p><input type="checkbox"/> Incumbents holding the post of RPFC (Grade II) in the Grade Pay of Rs.6600 will be placed in the Grade Pay of Rs.7,600 provided they have rendered a total of 09 years service as APFC/APFC(Senior Time Scale)/RPFC(Grade II) on the date of implementation, as has been decided In the case of ESIC-reference Number: B-II/14/1/07-E.III(Vol.II) Dated: 06-06-2011 [Annexure – IV].</p> <p><input type="checkbox"/> Incumbents holding the post of RPFC (Grade II) in the Grade Pay of Rs.6600 but having less than nine years service as APFC/APFC(Senior Time Scale)/RPFC(Grade II) on the date of implementation shall be placed in the Grade Pay of Rs.7,600 with effect from the date of completion of nine years service as APFC/APFC(Senior Time Scale)/RPFC(Grade II).</p>							



**9.3. Upgradation of existing isolated/ex-cadre posts:**

S. No.	Name of the Post	No. of posts	Existing Pay Band	Existing Grade pay	Proposed Pay Band	Proposed Grade Pay
1.	Legal Assistant	43	PB-2	4200	PB-2	4600
2.	Statistical Assistant	42	PB-2	4200	PB-2	4600
3.	Research Assistant	02	PB-2	4200	PB-2	4600
4.	Vigilance Assistant	12	PB-2	4200	PB-2	4600
5.	Library Information Assistant	01	PB-2	4200	PB-2	4600
6.	Welfare Officer	01	PB-2	4200	PB-2	4800
7.	Junior Analyst	02	PB-2	4200	PB-2	4800

**9.4. Non-Functional upgradation to Electrician/Plumber/Pump Operator**

Sl. No.	Name of the post	No. of posts	Pay Band	Grade Pay	Minimum qualifying service in the lower scale
1.	Electrician (Grade -I)	11	5200-20200	1900	Entry Cadre
	Electrician (Grade -II)	11	5200-20200	2400	After 8 years regular service
	Electrician (Grade -III)	5	5200-20200	2800	After 5 years regular service
Total		27			
2.	Plumber (Grade -I)	08	5200-20200	1900	Entry Cadre
	Plumber (Grade -II)	08	5200-20200	2400	After 8 years regular service
	Plumber (Grade -III)	05	5200-20200	2800	After 5 years regular service
Total		21			
3.	Pump Operator (Gr-I)	07	5200-20200	1900	Entry Cadre
	Pump Operator (Gr-II)	07	5200-20200	2400	After 8 years regular service
	Pump Operator (Gr-III)	3	5200-20200	2800	After 5 years regular service
Total		17			

**10. Financial Implications:**

The aforesaid cadre restructuring proposal for creation of additional posts; upgradation of certain posts and providing of NFSG as given in Para 9.1 to Para 9.4 involves annual financial implication to the tune of Rs`19,48,39,908 (**Rupees Nineteen Crore Forty Eight Lakhs Thirty Nine thousand Nine hundred and Eight only**) which have been concurred by the Finance Wing.

**11.** The Executive Committee, CBT, EPF may kindly consider and approve the proposal given in Para 9.1 to Para 9.4 above.

**Annexure – "B"**

**EMPLOYEES' PROVIDENT FUND ORGANISATION**

**PROCEEDINGS OF THE**

**72<sup>nd</sup> MEETING OF EXECUTIVE COMMITTEE, CBT (EPF)**

<b>Meeting</b>	:	Executive Committee, Central Board of Trustees (EPF)
<b>Date</b>	:	<b>14.07.2011 (Thursday)</b>
<b>Venue</b>	:	Employees' Provident Fund Organisation, Conference Hall, 3 <sup>rd</sup> Floor, Bhavishya Nidhi Bhawan, Bhikaiji Cama Place, New Delhi-110 066.

The 72<sup>nd</sup> Meeting of the Executive Committee, CBT (EPF) was presided over by Shri Prabhat Chandra Chaturvedi, Chairman, Executive Committee, CBT (EPF) and Secretary to the Govt. of India, Ministry of Labour and Employment.

2. At the outset, the Secretary (L&E) and Chairman, Executive Committee welcomed the CPFC and Members present to the 72<sup>nd</sup> Meeting of the Executive Committee which had been fixed again to take up the deferred items of the 71<sup>st</sup> Meeting held on 06.07.2011. He then invited the CPFC to take up the agenda items.

3. The CPFC drew attention of the Members to the list of agenda and recapitulated that agenda item no. 1 regarding confirmation of minutes of the 70<sup>th</sup> EC was approved. Agenda item no. 2 on action taken statement was noted by the Committee. Agenda item no. 6 was ratified and agenda items no. 7 and 9 were approved. The CPFC observed that the Committee has to consider agenda item nos. 3, 4, 5, 8, 9, 11 and 12 and introduced agenda items.

**Item No. 3: Cadre restructuring consequent upon rapid expansion of EPFO.**

The CPFC introduced the agenda to the Committee and observed that the proposal envisages cadre restructuring of various posts in EPFO in view of the rapid increase in EPF corpus, exponential growth in work and activities, expansion of the offices in Organisation during last decade. He noted that there are directions from the Cabinet Secretariat to all the Ministries/Departments to conduct cadre review from time to time to remove anomalies and stagnation to meet the career aspirations of officers and staff. Keeping in view these requirements, an agenda has been prepared after detailed deliberations with the EPFO staff federations and EPFO officers Association. It was placed before the 70<sup>th</sup> meeting EC held on 14.02.2011, but was deferred with the observations that it may be discussed with Secretary (L&E) again. The agenda has now been placed after discussions with Secretary (L&E) and proposal has been revised where required. The CPFC also mentioned that the Officers at Headoffice and field offices have all contributed to the efforts to complete the first phase of Computerization which was commendable. Thus, it was the right juncture to go for cadre restructuring to meet the career aspirations of the Officers and staff right from the top levels to the last person in the hierarchy.

2. The CPFC then drew attention of the Member to para 9 of the agenda where summary of recommendations was given. He then highlighted the summary of recommendations to the Committee that proposal for creation of Group "A", Group "B" and "C" posts has been given in para 9.1, a proposal for upgradation of existing posts to higher grade pay has been given with minimum regular service to be rendered in the grade next below for promotion to higher grade pay proposed, has been given in para 9.2.

3. The CPFC concluded that certain ex-cadre posts left out in earlier proposal and have been now considered and isolated posts have also been recommended for being placed in higher grade pay and non-functional selection grades to assure promotional avenues to incumbents, in para 9.3 and 9.4, respectively. He noted that the financial implications of the proposal were also given in para 10 which was concurred by the internal Finance. He clarified that the expenditure would be met from the existing resources without resorting to any increase in administrative charges.

4. Dr. U.D. Choubey appreciated the agenda placed before the Committee with detailed exercise done by the Organisation and that the restructuring was justified in view of



increase in the workload of the Organization and to meet the genuine aspirations of the staff and officers.

5. Shri Girish Awasthi welcomed the proposal contained in the agenda and desired that it should be implemented at the earliest. He indicated that all ACC posts be upgraded. This was deliberated upon, and it was agreed that in the first instance, the proposal in the agenda may be approved.

6. Dr. Sanjeeva Reddy appreciated that proposal has been placed before EC after discussions with Hon'ble Minister and Secretary (L&E). He fully agreed with the views of members that the proposal has been prepared to take into account the aspirations of officers and staff.

7. Shri Ravi Wig also supported the recommendations. He observed that the recommendations need to be implemented at the earliest.

8. Secretary (L&E) desired that the zonal Addl. CPFCs need to be delegated substantive administrative and financial powers so that decisions were taken at field levels and burden at Headoffice could be minimized. Under the EPF Act and Schemes the statutory powers were with RPFC in-charge and there was need to have substantive delegation of powers to Addl. CPFCs, otherwise they may not be able to contribute and may interfere with the RPFCs in-charge.

9. The CPFC clarified that the functions for Addl. CPFCs have been indicated in the agenda. Though these powers were of coordination and monitoring the working of offices in their zone but delegation of powers as appellate authority is under consideration. As observed by the Members and Chairman, further delegation of administrative and financial powers would be examined and agenda would be brought before the CBT.

10. Secretary (L&E) summed that there was unanimity among the Members of the Committee to approve the proposal contained the agenda and to implement it at the earliest. With the above deliberations **the proposal contained in the agenda was approved with the recommendations that the proposal may be sent to the Ministry of Labour & Employment for consideration.**



Kind Attn: Mr.

Ministry of Finance  
Department of Expenditure  
E-III Desk  
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**Subject: Cadre Restructuring of Employees Provident Fund Organisation (EPFO)**

**Reference: M/o Labour File No. A-11013/1/2011-SS-I**

Ministry of Labour & Employment may refer to their proposal for cadre restructuring of Employees Provident Fund Organisation (EPFO). The proposal has been examined.

2. Observations of this Department are as under:

- i) Ministry of Labour & Employment have sought creation of 113 posts, 56 posts have been sought for vigilance set up and 34 for audit. In view of the fact that under the EPF and Miscellaneous Provisions Act, 1952, the Central Board has powers to create posts upto the Grade Pay of Rs. 8700, Ministry of Labour & Employment is advised to consider this restructuring/ creation/ upgradation of posts within the delegated powers in consultation with the FA for posts upto Grade Pay of Rs. 8700. However, the same is subject to the following:-
  - a) The pay scale of none of the posts may be changed during the process of cadre restructuring and only the number of posts at various levels may be modified. There is also no justification for revision of grade pay of ex-cadre posts.
  - b) It may be ensured that there is no increase in the overall strength of the organization in the current financial year and any increase in organizational strength (which may not exceed the number proposed) may take place only after 2012-13.
  - c) Further, as far as grant of non-functional upgradation to Electrician, Plumber, Pump Operator, etc. is concerned, keeping in view the provisions of the Act, they can only be made eligible for the Modified Assured career Progression Scheme which is applicable to Central Government employees after 1.9.2008 and according to which financial upgradation after 10, 20 & 30 years is allowed.
- ii) Creation of the following posts is agreed to :-
  - a) 10 posts in the Grade Pay of Rs. 8900 (PB-4) for the 10 Zones in the country.
  - b) 2 posts in the Grade Pay of Rs. 10,000 in the Headquarters.
  - c) The creation of 1 post in the HAG grade of Rs. 67000-79000 is not agreed to at this stage.
- iii) The post of FA&CAO may be upgraded to JS level (PB-4 GP Rs. 10,000)

3. This issues with the approval of Finance Secretary.

(Shivani Dutt)  
Under Secretary