



कर्मचारी भविष्य निधि संगठन

(श्रीमद एवं राजगोपल पंतप्रालय, भारत सरकार)

EMPLOYEES' PROVIDENT FUND ORGANISATION

(Ministry of Labour & Employment, Govt. of India)

मुख्य कार्यालय / Head Office

भविष्य निधि भवन, 14-भिकाजी कामा प्लेस, नई दिल्ली 110 066.

Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi 110 066.

No. Coord./ 4(18)2010/ Action Plan/

Dated: 19-08-2010

20 अगस्त
AUG 2010

To

The Addl. Central P.F. Commissioner (All Zones),
The Regional P. F. Commissioner – I (In-charge of the Region).

Subject: Monthly DO Narrative on progress vis-s-vis targets on all
Compliance parameters.

Sir,

Attention is invited to this office circular no. Coord./ 4(18)10/ Action Plan/ 15521-15646 dated 30.07.10 regarding special drive on arresting defaults and liquidating arrear dues.

In order to monitor the progress, it was decided that RPFC –I should submit a monthly DO narrative on progress vis-à-vis targets on all compliance work areas indicating specific short fall, if any with strategies adopted and suggestions for improvement through zonal ACC. Zonal ACC should closely monitor the special drive and forward the DO narrative to Head Office with his comments by 15th of the next month positively. First of such monthly DO narrative was to be submitted by 30th August 2010 and thereafter by 15th of the succeeding month. However, as of now, no report has yet been received by Head Office from any of the field office.

Therefore, it is once again requested to furnish the first report by 30th August, 2010 positively and thereafter as per the schedule prescribed in the earlier circular.

A Performa DO Narrative in compliance matter is enclosed herewith for taking necessary action.

(This issues with the approval of CPFC.)

Yours faithfully

Encl: As above.

(P.Sudhakar Babu)

Addl. Central P.F. Commissioner (Compliance)

Copy to :-

1. PS to CPFC for information
2. CVO/FA&CAO
3. All Addl. CPFC, Head Office/CE/Director, NATRSS
4. DD(OL) for Hindi version
5. Web Administrator for web upload.

DO Narrative in compliance matter

Name of the region: For the month of:

Table-1: Post coverage Inspection of establishments

Name of the office	No. of establishments covered since 1.4.2001	No. of establishments not inspected since the date of coverage out of (1)	No. of establishments inspected during the year	Balance no. of estt. yet to be inspected.
(1)	(2)	(3)	(4)	(5)

Table-2 : Performance of EOs

Total No. of EOs	No. of estt. Inspected	No. of IR submitted	No. of estt. Reported to be defaulting	No. of estt. where dues position submitted.	No. of estt. where 7A initiated on EO's report.

Table-3: Performance of Assessing Officer in disposal of 7A (Each Assessing Officer wise)

Name of the Assessing Officer	OB (as on the beginning of the year)	Added during the year	Disposal during the year		Balance		Specific remarks w.r.t. the performance of Assessing Officer
			Pending less than one year	Pending more than one year	Pending less than one year	Pending more than one year	

Table-4: Current Demand raised and recovered

Name of the Officer	Total disposal of 7A	No. of estt. involved	Amount Assessed	Average disposal of 7A cases per month	Amount recovered during the year	No. of 8F orders issued	Percentage of Recovery out of assessed amount

Table-10 : Action in NIR dues of stay cases and Recovery

No. of cases where stay is granted	No. of cases where vacation petition is filed	No. of cases where stay is vacated	Amount converted to IR	Amount recovered after conversion to IR	%age of NIR dues converted to IR against total workload of NIR

Table-11 : Action in NIR dues of BIFR/Liquidation/closed/any other ground and recovery

Action in Liquidation matter		Action in BIFR matter		NIR due to other reasons for e.g installment		Amount recovered after conversion to IR	%age of NIR dues converted to IR against total workload of NIR
No. of cases where claim is filed with OL	Amount involved	No. of estt. Under rehabilitation scheme	Amount involved	No. of estt.	Amount involved		

Specific Observations :-

1. No. of 7A cases pending for more than one year.
2. No. of such cases reviewed.
3. No. of 7A Orders scrutinized.
4. No. of Recovery Dossiers reviewed regarding confirmation of all recovery action.
5. No. of supervisory inspections conducted through Squad by RPFC/ACC .
6. No. of such reports submitted by Squad and specific observation and action taken thereof.
7. No. of Recovery Dossier of more than Rs. 25 Lakhs/Rs. 10 Lakhs reviewed(as the case may be) regarding confirmation of all recovery action.
8. No. of stay cases reviewed.
9. No. of vacation petitions filed.
10. Specific remarks regarding performance vis a vis targets.

Comments of ACC

RPFC-I/RO

ACC, Zorie