

SPEED POST

MOST URGENT



Employees' Provident Fund Organisation
(Ministry of Labour & Employment, Govt. Of India)
Head Office, Bhavishya Nidhi Bhawan,
14-Bhikaiji Cama Place, New Delhi-110066

No. Bkg/1(3)2008-09/R&P/A/c No. 11

Date: 11.03.2010

To

All Regional P F Commissioners of all R.O.s
All Officers-in-charge of all S.R.O.s

Subject:-

Furnishing of month wise transfer of amounts from A/c No. 1 to 5 and vice-versa and from A/c No. 10 to 11 and vice-versa alongwith details of adjustment entries made for the year 2009-10.

Sir,

With a view to compile the Balance Sheet of the EPF Organization for the year 2009-10 within the time limit prescribed in the Scheme, you are requested to furnish the following details in the following format:

- (i) Statement showing the details of transfer of amount from A/c No. 1 to 5 alongwith month-wise total and grand total of the year:

Name of the RO/SRO		Year 2009-10	
Sl. No.	Month	Date of transfer	Amount

Details of adjustment entries made, clearly indicating the amount of each entry and year to which it pertains:

- (ii) Statement showing the details of transfer of amount from A/c No. 5 to 1 alongwith month-wise total and grand total of the year:

Name of the RO/SRO		Year 2009-10	
Sl. No.	Month	Date of transfer	Amount

Details of adjustment entries made, clearly indicating the amount of each entry and year to which it pertains:

- (iii) Statement showing the details of transfer of amount from A/c No. 10 to 11 alongwith month-wise total and grand total of the year:

Name of the RO/SRO		Year 2009-10	
Sl. No.	Month	Date of transfer	Amount

Details of adjustment entries made, clearly indicating the amount of each entry and year to which it pertains:

- (iv) Statement showing the details of transfer of amount from A/c No. 11 to 10 alongwith month-wise total and grand total of the year:

Name of the RO/SRO		Year 2009-10	
Sl. No.	Month	Date of transfer	Amount

Details of adjustment entries made, clearly indicating the amount of each entry and year to which it pertains:

P.T.O.

2. The above details must be forwarded to this office **latest by the 15th April, 2010.**

(This issues with the approval of FA & CAO)

Yours faithfully,



(R. K. Singh)

Regional Provident Fund Commissioner (F&A)

Copy to:

1. All Addl. CPFCs of all the Zones with a request to ensure the submission of the above details timely.
2. APFC(Balance Sheet), Headquarters
3. RPF(NDC) with a request to place a copy of this letter in the website of the organization.



(J.P. Chauhan)

Regional Provident Fund Commissioner (Banking)