

**BY WEB CIRCULATION/ IMMEDIATE**



कर्मचारी भविष्य निधि संगठन  
(श्रम एवं रोजगार मंत्रालय भारत सरकार)  
**Employees' Provident Fund Organisation**  
(Ministry of Labour & Employment, Govt. of India)

मुख्य कार्यालय / Head Office  
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No. ACR-1/2009/Hqrs./ (Part)/

Dated: 01<sup>st</sup> August 2011

To

**All Addl. CPFCs in zones.  
All Regional PF Commissioners, In-charge in the Regions.**

**Sub: Annual Performance Assessment Report (APAR) for the year 2009-2010 in respect of Officers in Accounts Wing.**

Sir,

Your kind attention is invited to Head Office letter of even number dated 28.03.2011 (**Sl. No. 561 of EPFOs website – archived circulars**) regarding addition of separate attribute for effective monitoring of updation and disposal of Accounts by in the Annual Performance Assessment Reports (APARs) of Enforcement Officers.

2. In this regard it is stated that it has been further decided that similar attribute may be added for the Assistant Provident Fund Commissioner in-charge of Accounts and Accounts Officers in Regional offices and SROs. Accordingly, the following attribute as item (v) in Table "A" of the APAR formats of APFC In-charge of the accounts as well as Accounts Officers would be added :-

**"Accomplishment of collection of annual returns from establishments under jurisdiction – indicating % age of work load and % of accounts updated with details of figures".**

3. It is further directed that that performance on updation of accounts should be reflected in the APAR formats of APFCs in-charge as well as Accounts Officers for the year 2010-2011 onwards.

4. This issues with the approval of the Central Provident Fund Commissioner.

Yours faithfully,

  
(S.R. Joshi)

**Addl. Central P.F. Commissioner (HR)**

02/8/2011