

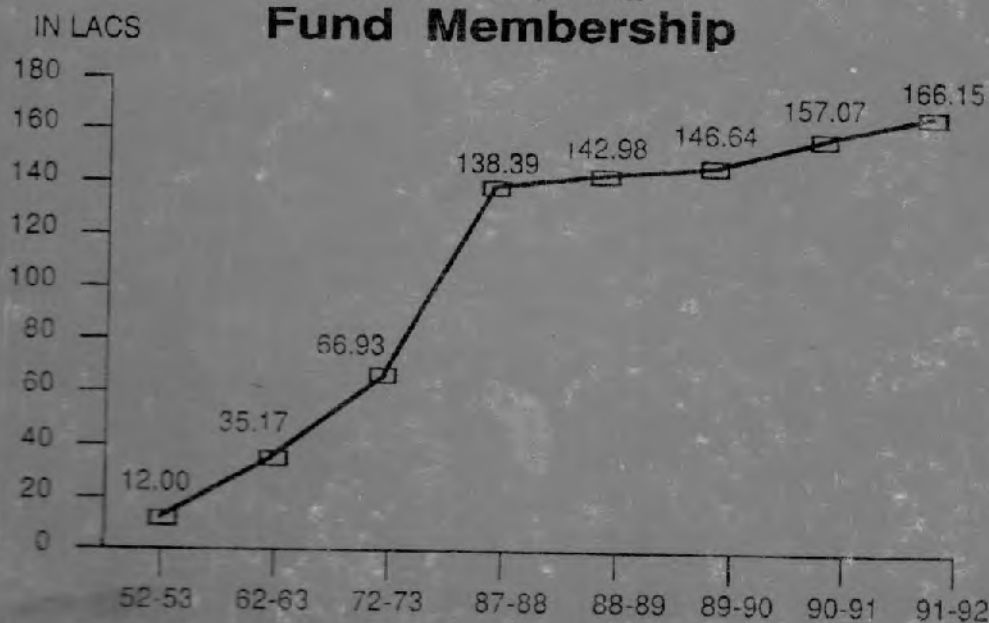


क भ नि सं  
E. P. F. O.

# कर्मचारी भविष्य निधि संगठन - भारत Employees' Provident Fund Organisation - India

39 वीं वार्षिक रिपोर्ट  
39th Annual Report  
1991-92

## निधि सदस्यता Fund Membership





Mr. Dalmer D. Hoskins, Secretary General ISSA welcomed by C.P.F.C.



Panel Discussion with Secretary General, ISSA

# **39TH ANNUAL REPORT 1991-92**



**THE EMPLOYEES' PROVIDENT FUNDS AND MISCELLANEOUS  
PROVISIONS ACT, 1952**

**The Employees' Provident Funds Scheme, 1952  
The Employees' Family Pensions Scheme, 1971  
The Employees' Deposit-Linked Insurance Scheme, 1976**

**CENTRAL OFFICE  
EMPLOYEES' PROVIDENT FUND ORGANISATION  
MAYUR BHAVAN, CONNAUGHT CIRCUS, NEW DELHI-110001**

## EXCELLENCE IN PERFORMANCE 1991-92



Andhra Pradesh region won the Chairman's Shield for excellence in all-round performance and Vice Chairman's shield for enforcement. Delhi region won the Vice Chairman's Shield for excellence in performance to service to subscribers





Shri C.S. Reddy, R.P.F.C., Andhra Pradesh receiving the Chairman's Shield for all-round excellence from Shri P.S. Ghatowar, Chairman CBT, EPF



Shri K.C. Jain, R.P.F.C., Delhi receiving the Vice-Chairman's Shield for excellence performance the service to subscribers from Secretary Labour

**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
**ANNUAL REPORT 1991-92**

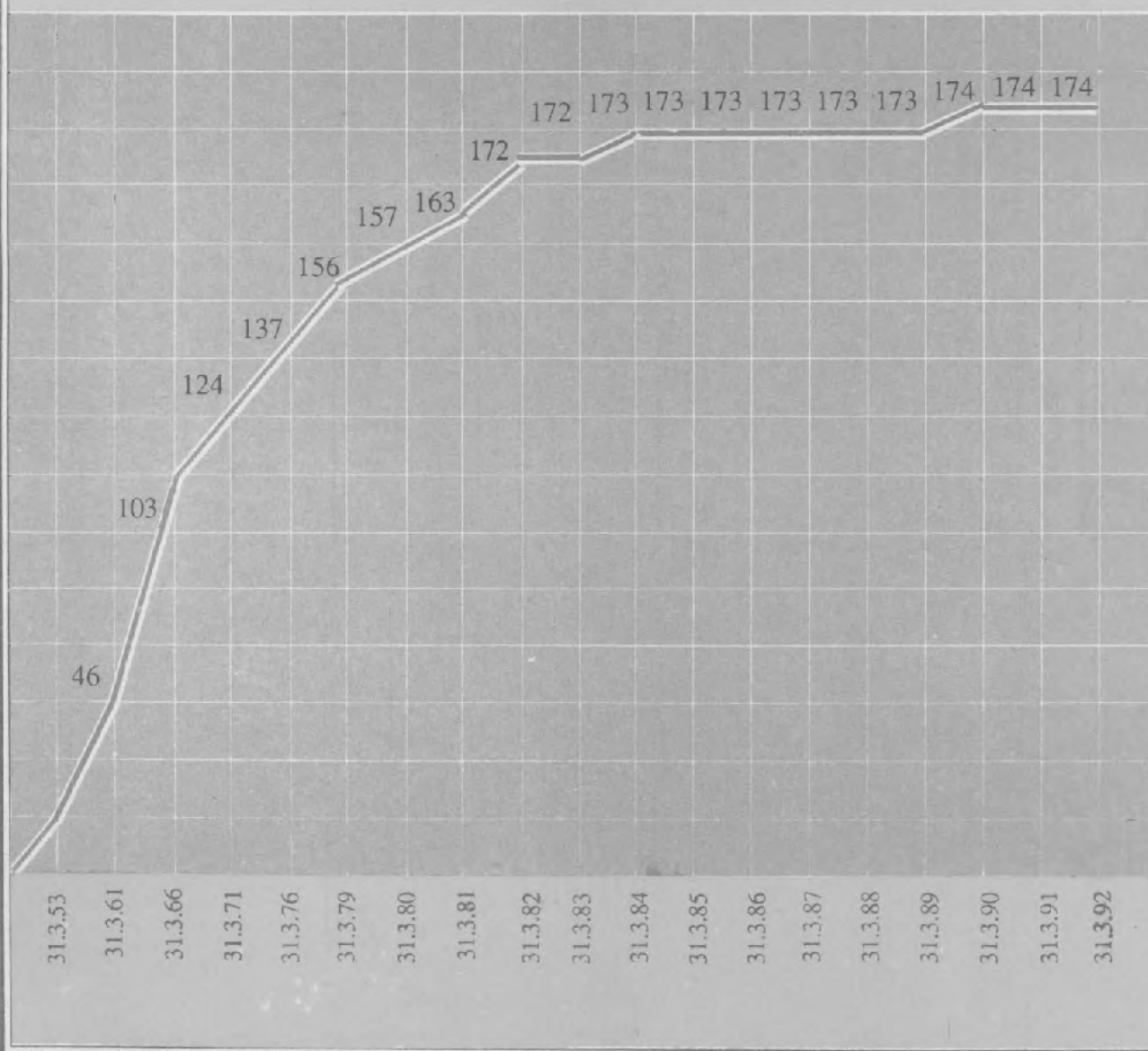
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NUMBER OF INDUSTRIES/CLASSES  
OF ESTABLISHMENTS TO WHICH  
E.P.F. & M.P. ACT 1952 APPLIED





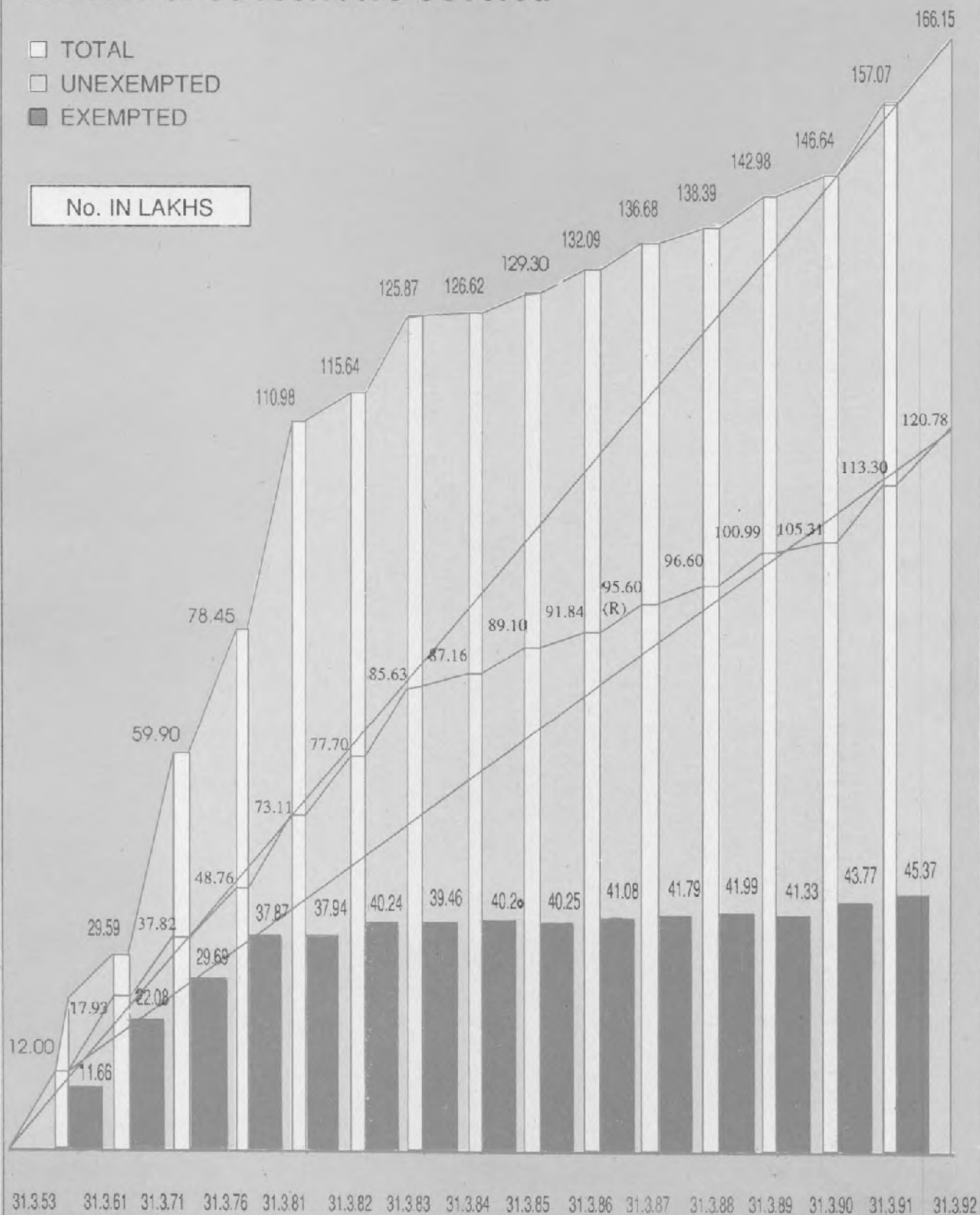
# Number of Establishments Covered



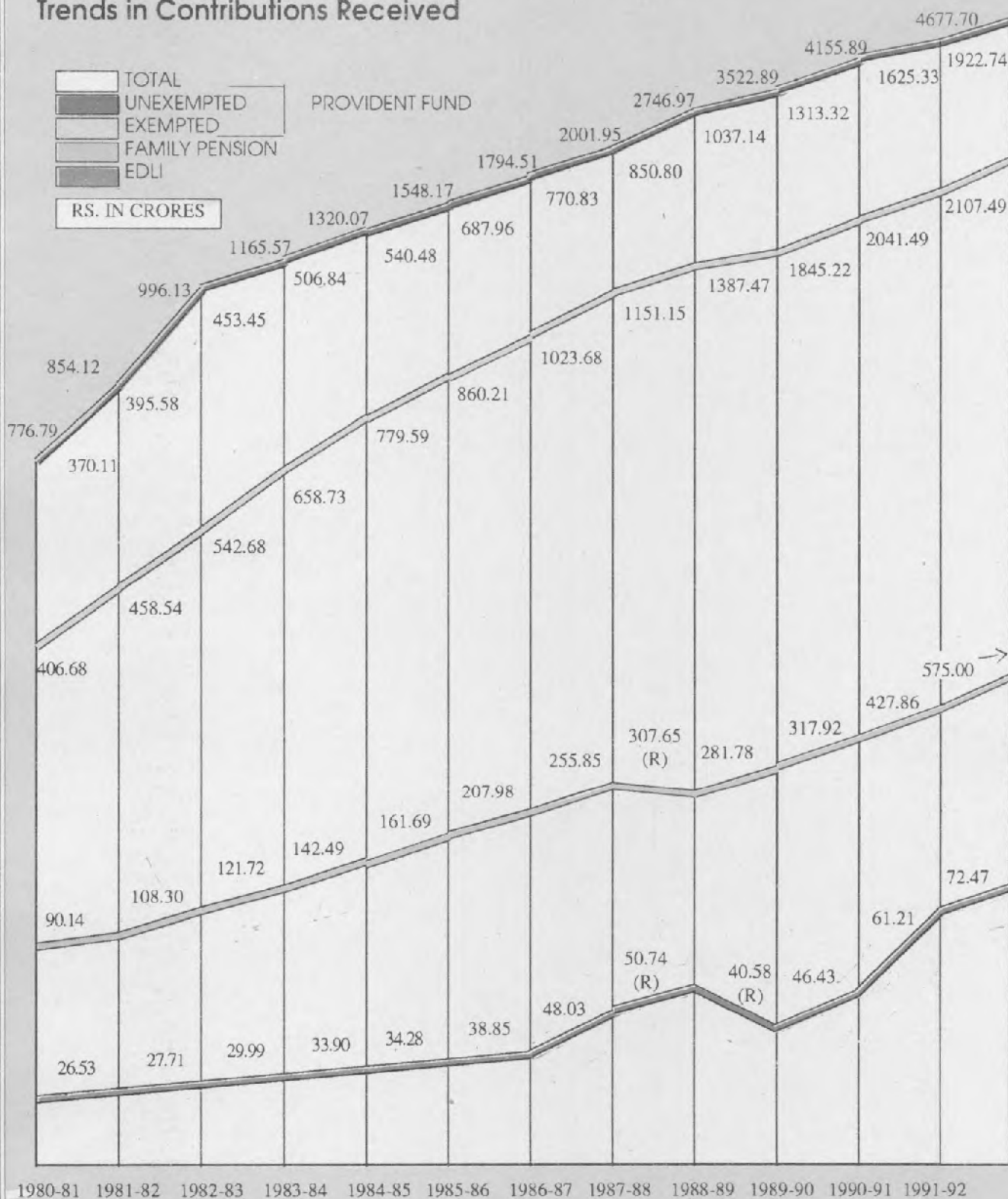
# Number of Subscribers Covered

- TOTAL
- UNEXEMPTED
- EXEMPTED

No. IN LAKHS



# Trends in Contributions Received

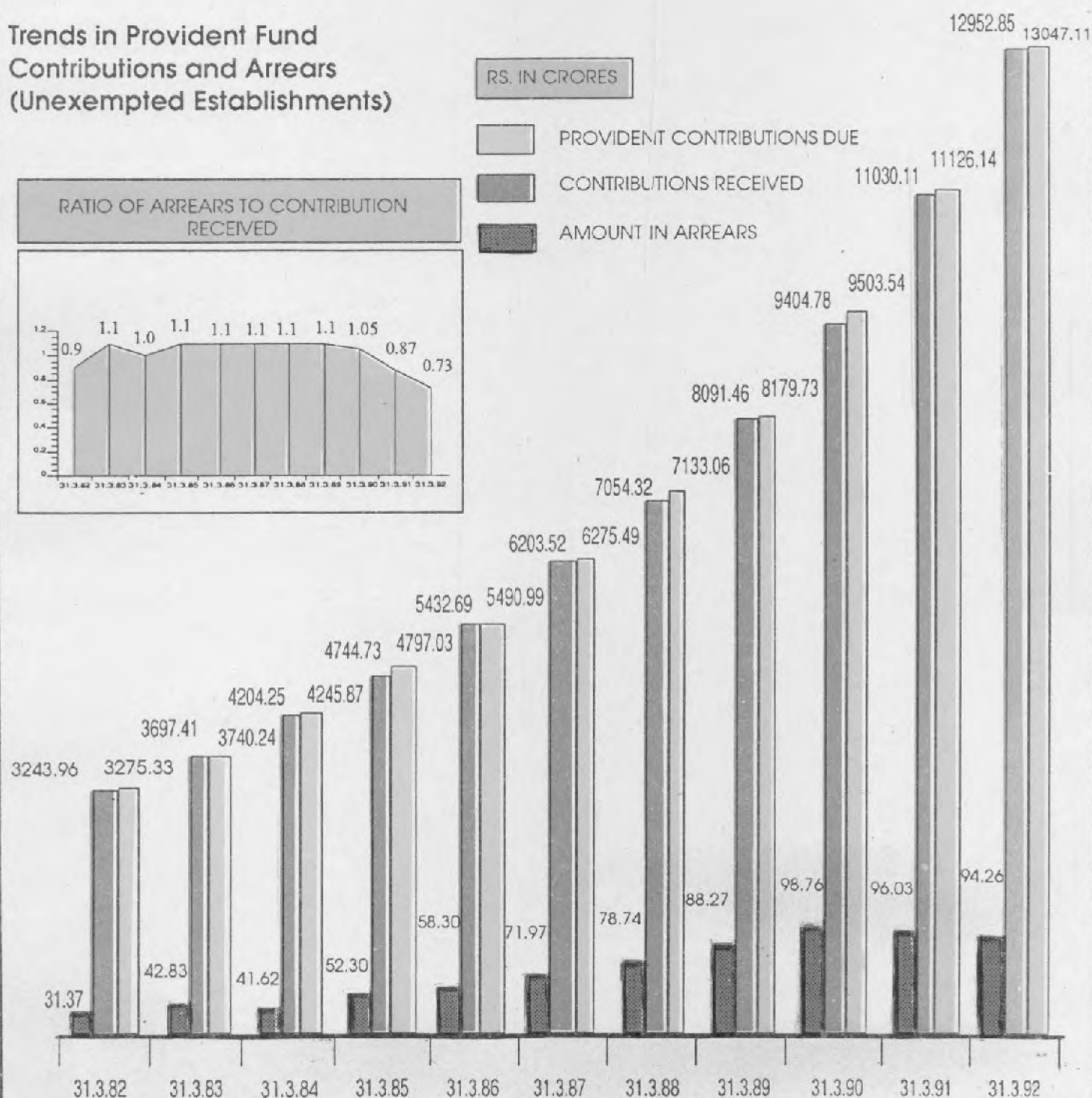
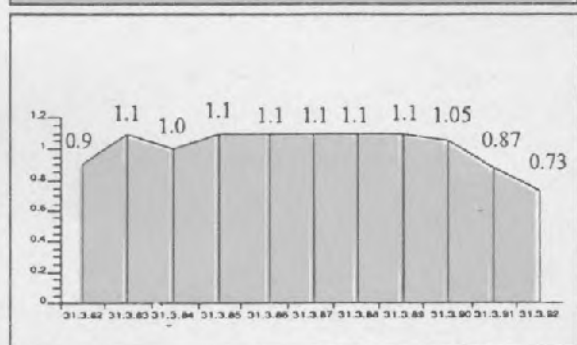


# Trends in Provident Fund Contributions and Arrears (Unexempted Establishments)

RS. IN CRORES

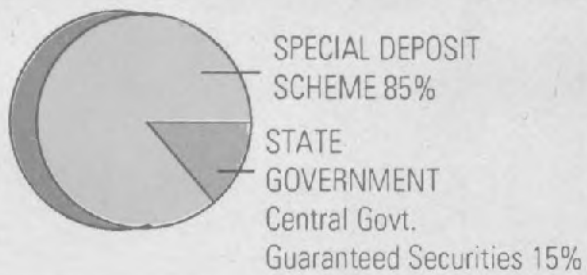
- PROVIDENT CONTRIBUTIONS DUE
- CONTRIBUTIONS RECEIVED
- AMOUNT IN ARREARS

RATIO OF ARREARS TO CONTRIBUTION  
RECEIVED



## Investment of Provident Fund Contributions

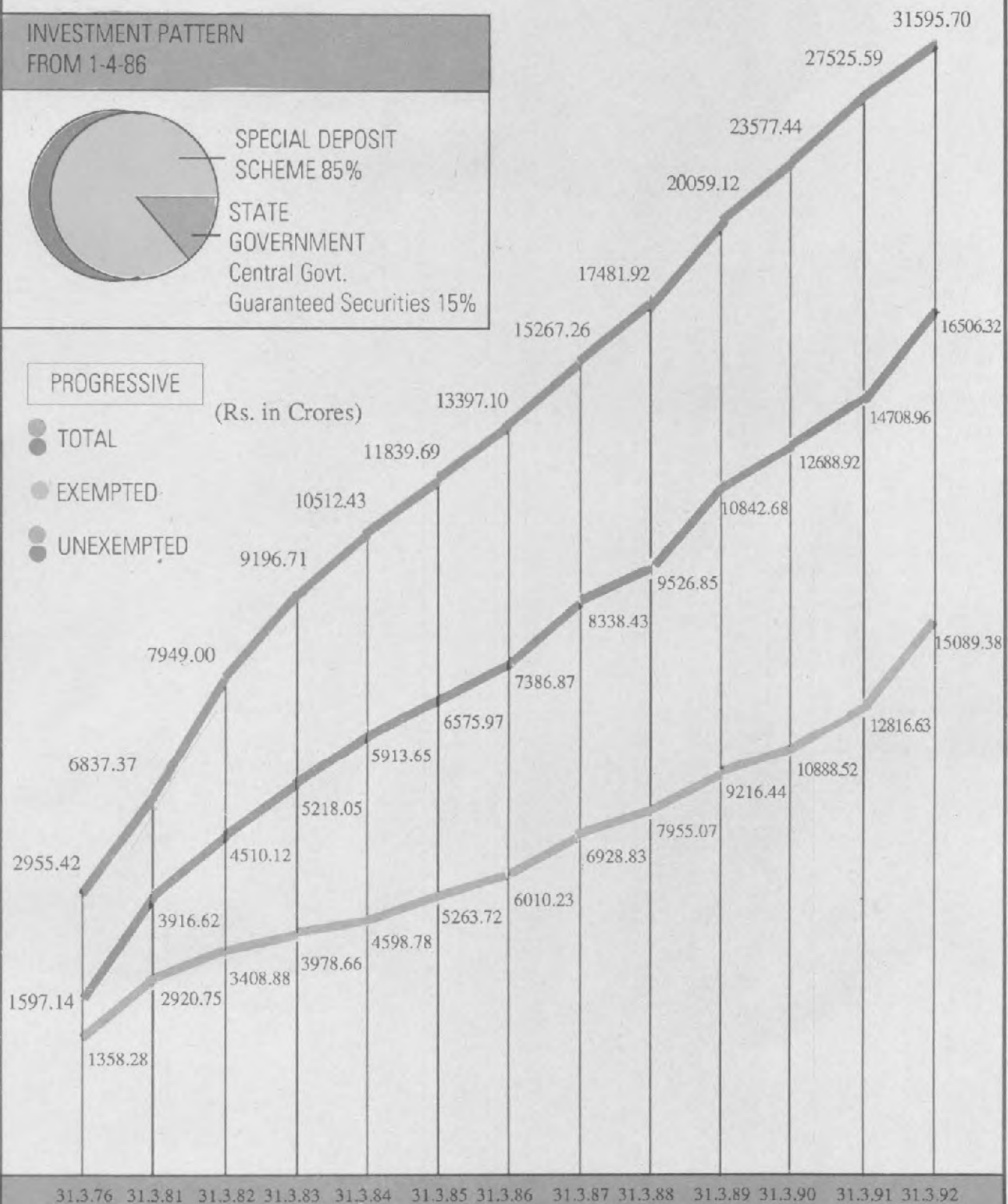
INVESTMENT PATTERN  
FROM 1-4-86



PROGRESSIVE

- TOTAL
- EXEMPTED
- UNEXEMPTED

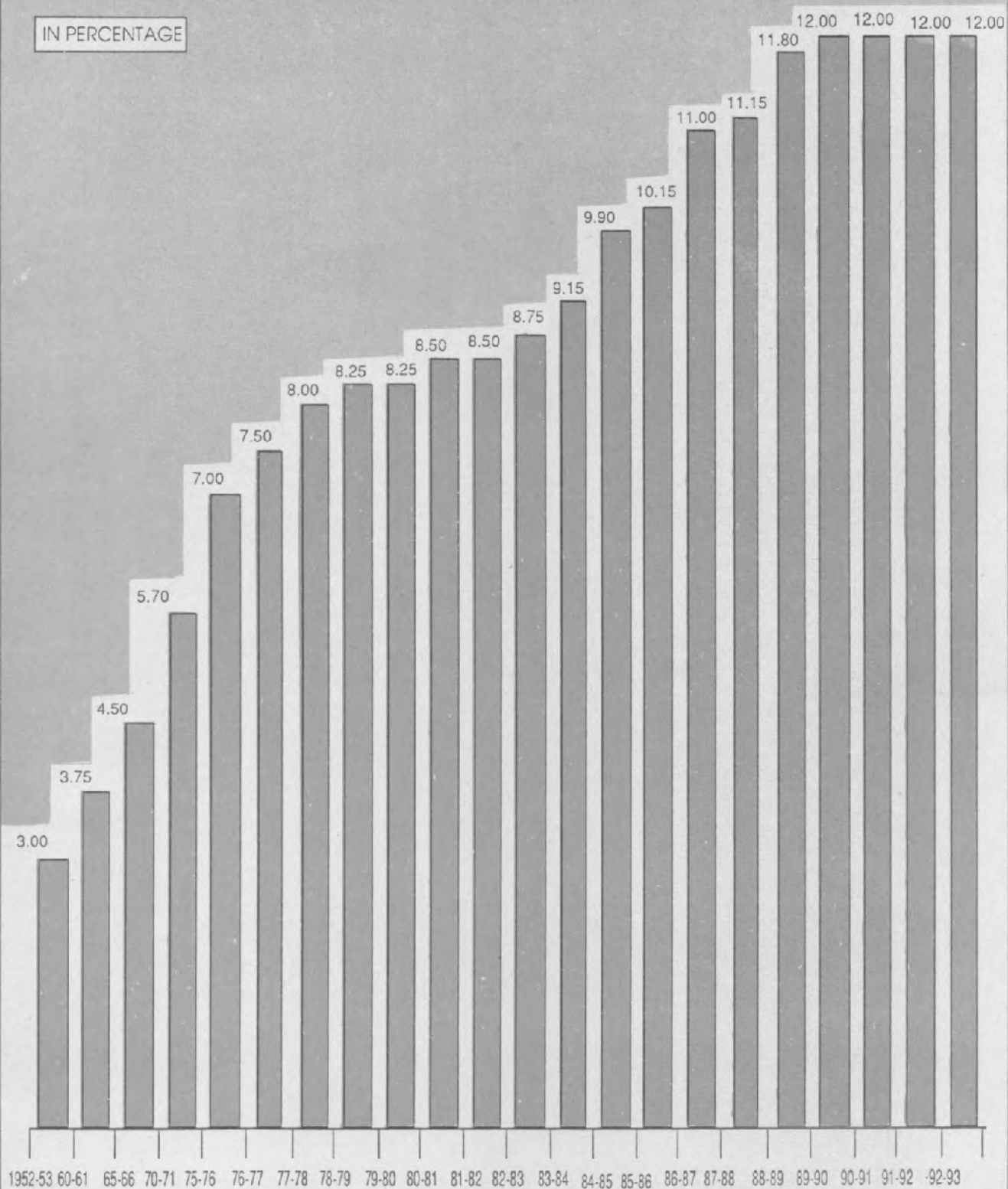
(Rs. in Crores)





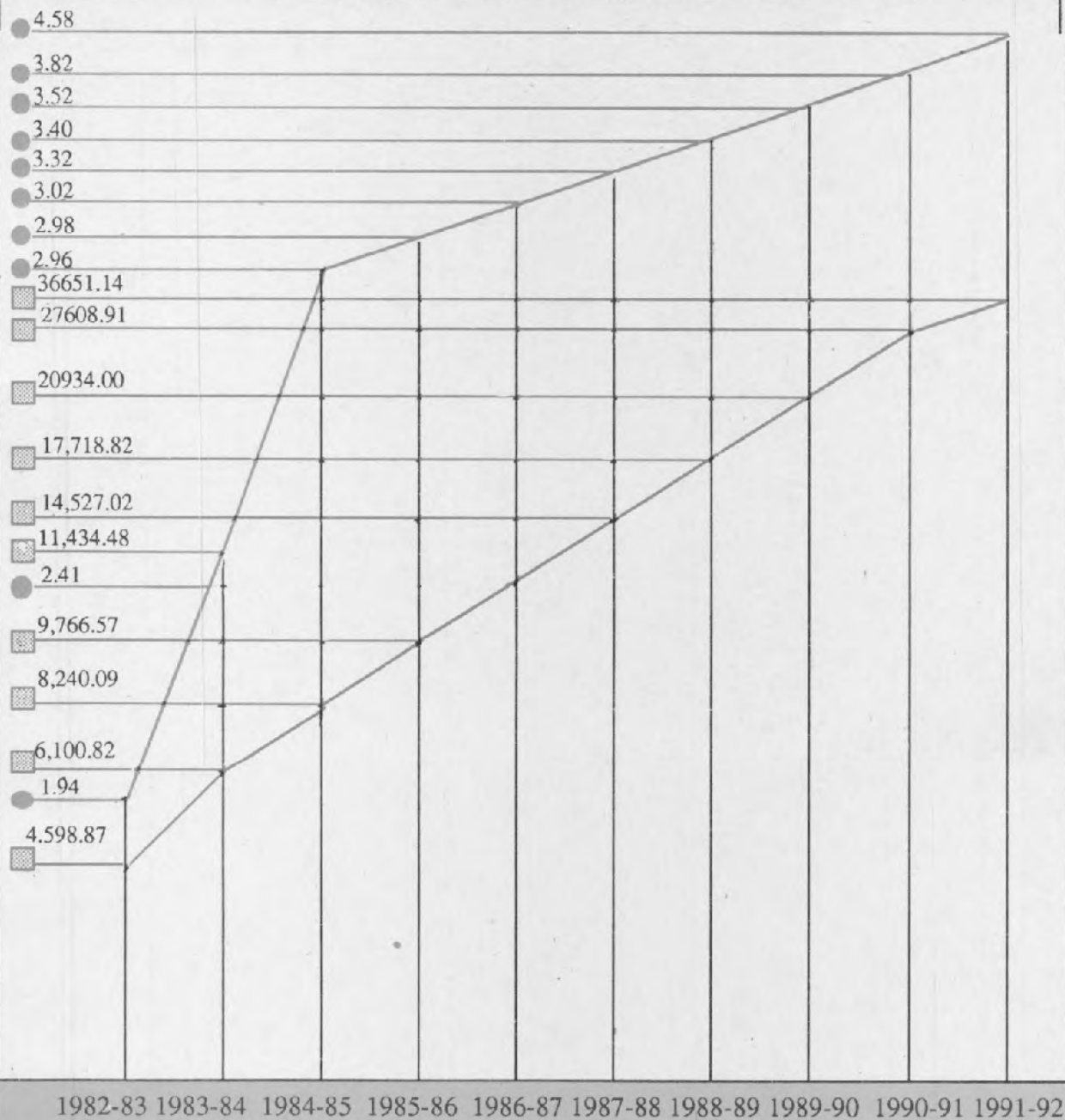
## Rate of Interest on Subscriber's Accumulations

IN PERCENTAGE



# Trends in withdrawals sanctioned to Subscribers of Unexempted Establishments

Withdrawals Sanctioned (No. of cases) ————  
Amount Authorised for payment (Rs. in lakhs) ————



## Category-wise Withdrawals Sanctioned to Subscribers of Unexempted Establishments

ADVANCES SANCTIONED  
(NUMBER)

1990-91  
1991-92

AMOUNT AUTHORISED FOR  
PAYMENT (RS. IN LAKHS)

### MARRIAGE EDUCATION



### FINANCING LIFE INSURANCE POLICIES



### TEMPORARY CLOSURE OF ESTABLISHMENTS



### HOUSE BUILDING WITHDRAWALS



### SICKNESS

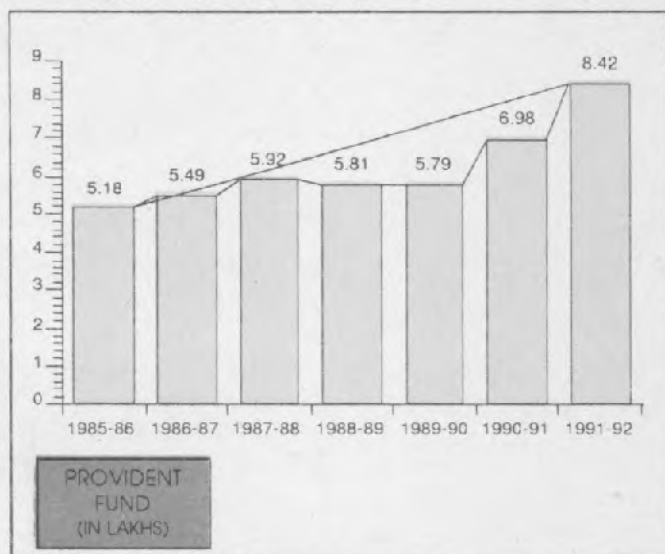


### OTHERS

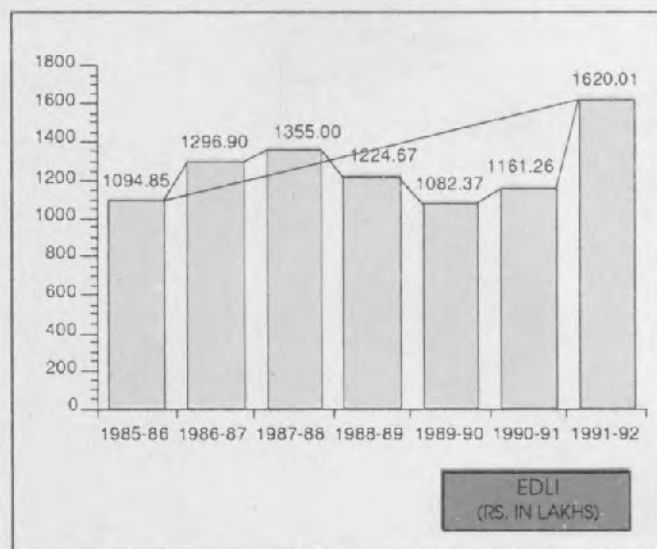
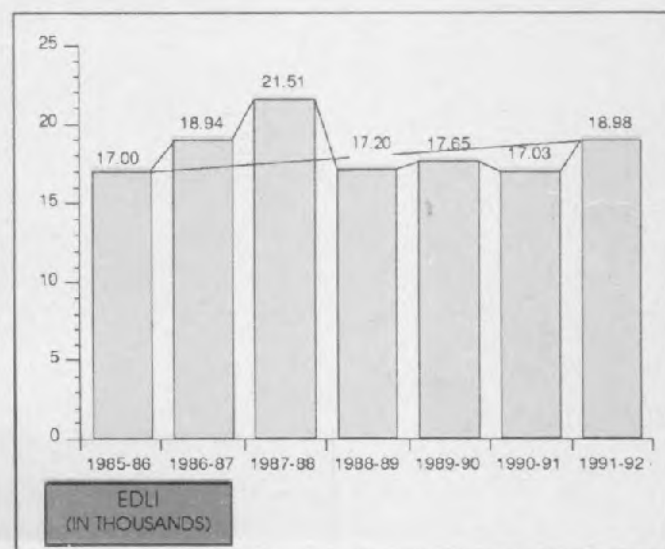
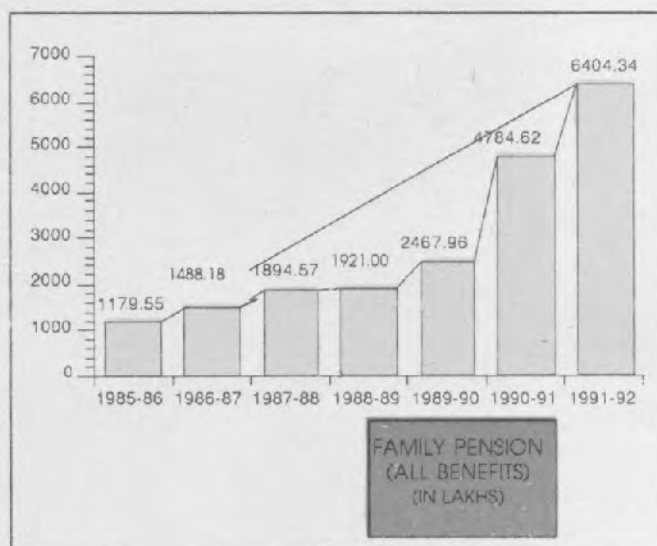
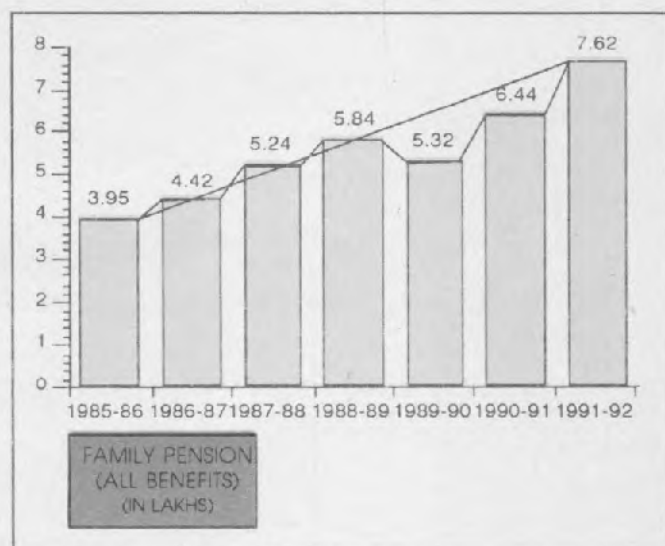
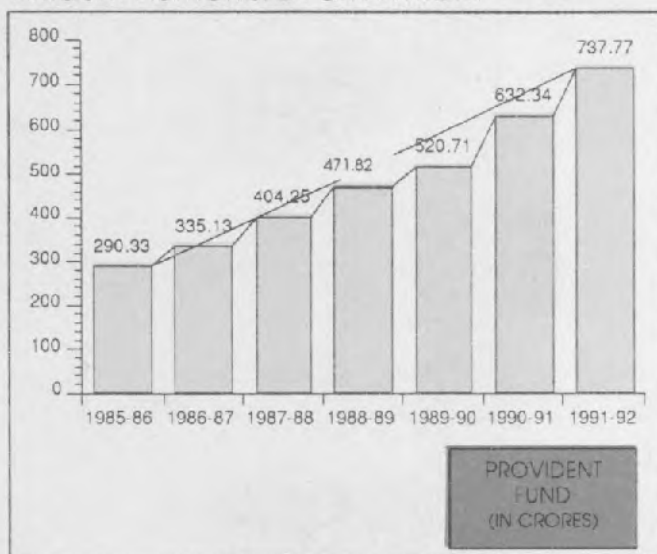


# Trends in Settlement of Claims to Subscribers in Unexempted Establishments

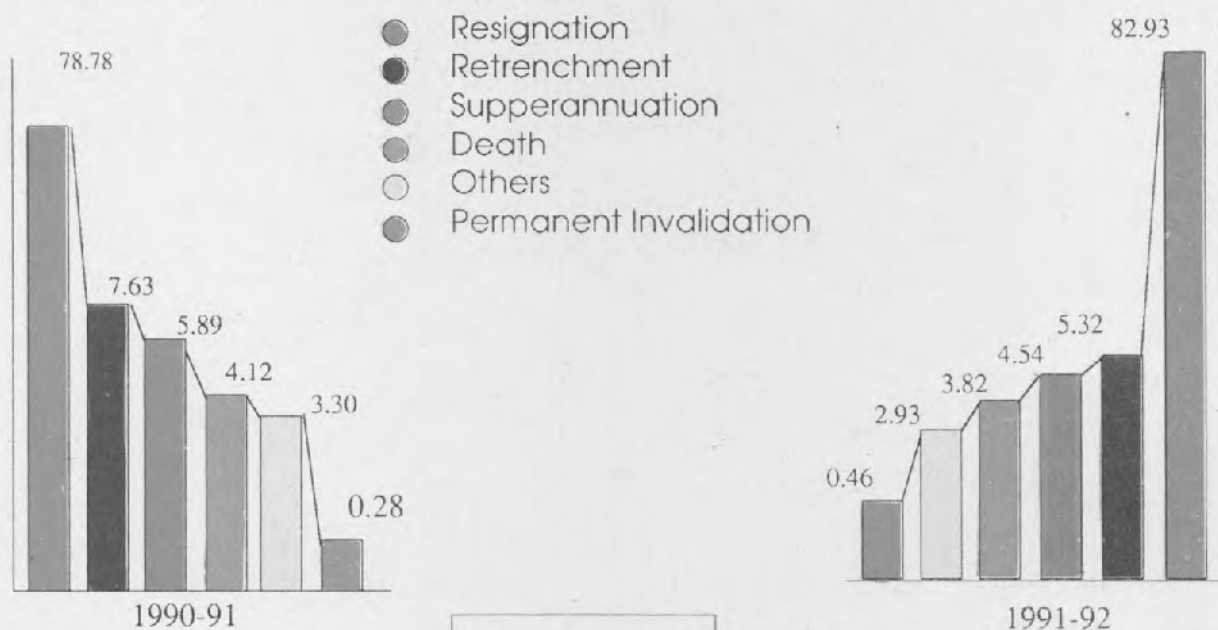
## NUMBER OF CLAIMS SETTLED



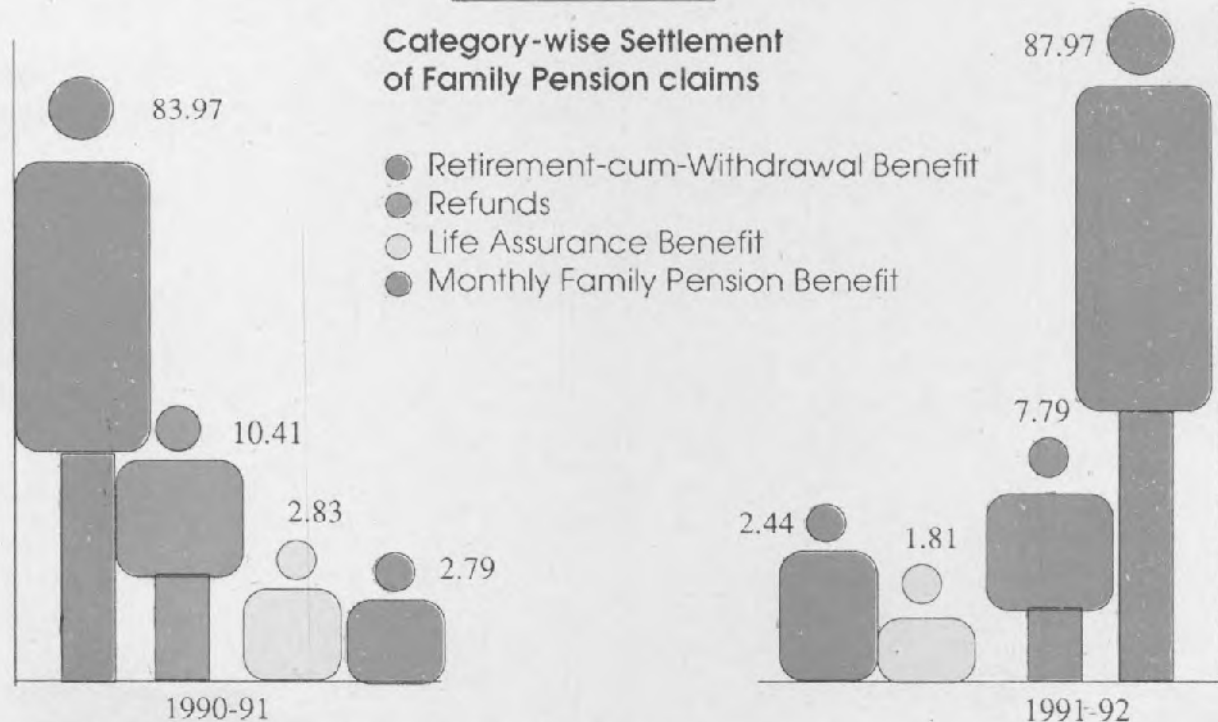
## AMOUNT AUTHORISED FOR PAYMENT



# Percentage-wise Catagorisation of Provident Fund claims settled during 1990-91 and 1991-92



IN PERCENTAGE





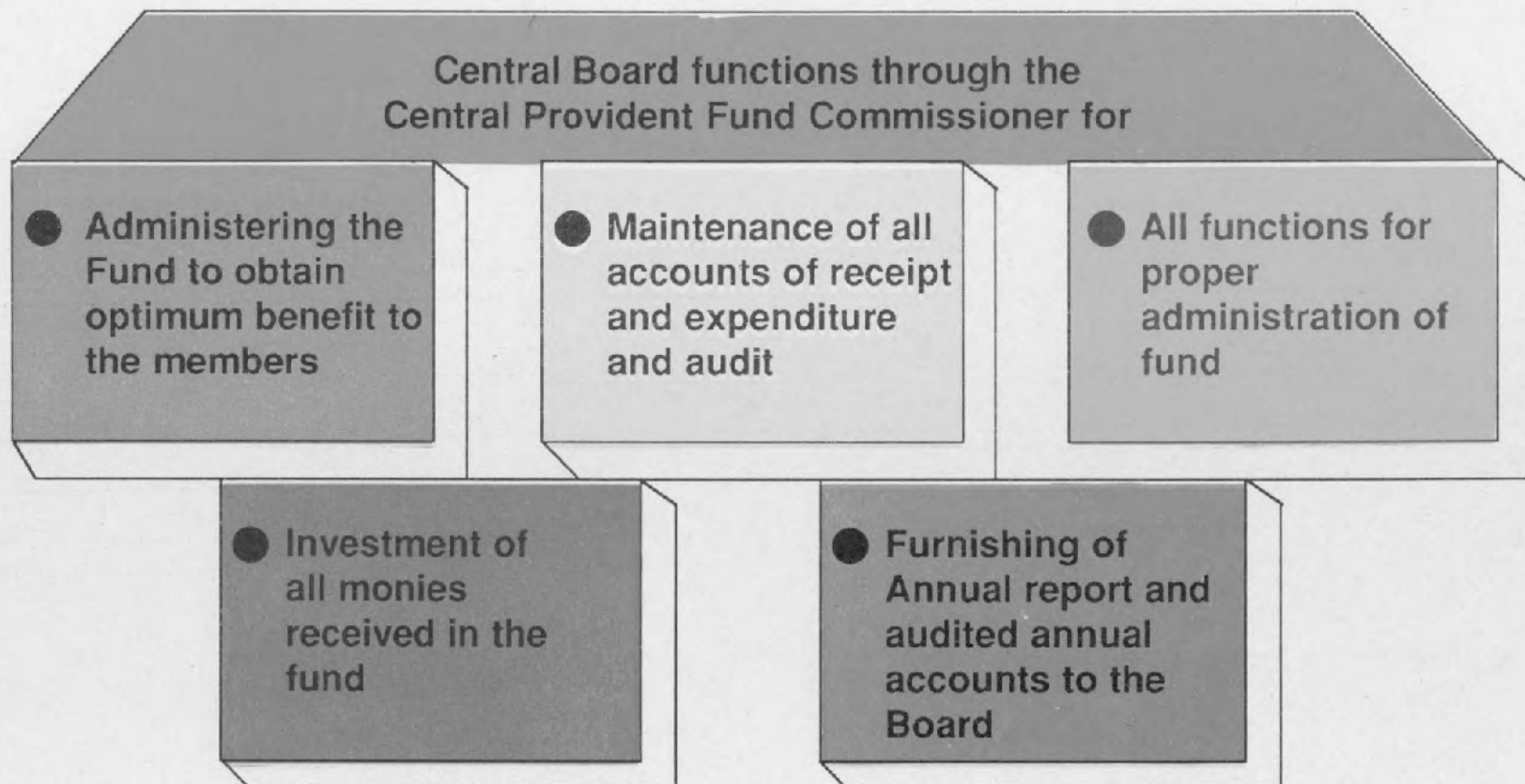
## **ADMINISTRATION**

**The three schemes administered by the Central Board of Trustees, a tripartite body consisting of**

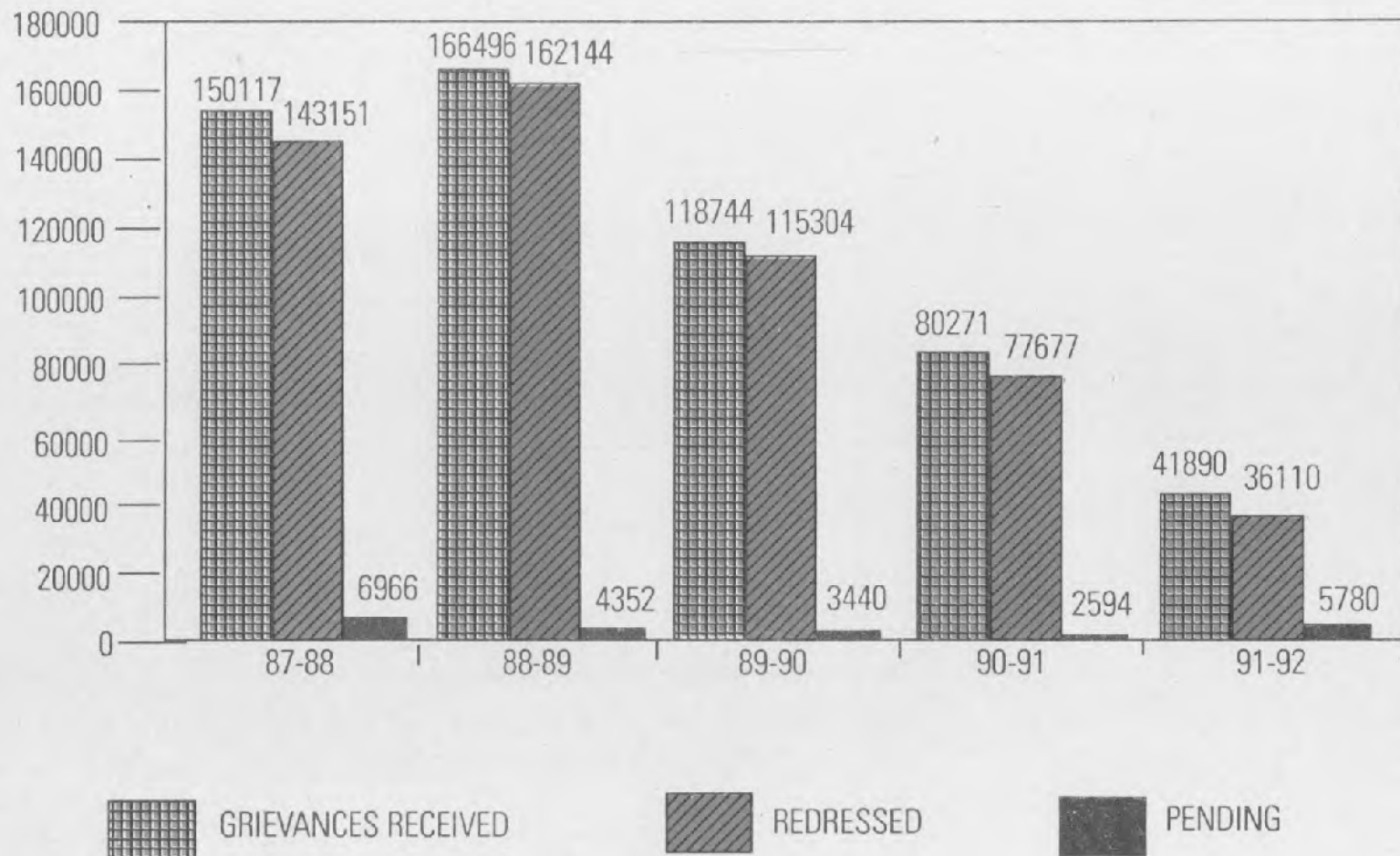
- **A Chairman**
- **A Vice Chairman**
- **15 Representatives of the Central Government**
- **15 Representatives of the State Governments**
- **10 Representatives from Employees' Organisations**
- **10 Representatives from Employers' Organisations**

**Central Provident Fund Commissioner is  
the ex-officio member of the Board**

## OPERATIONAL SYSTEM



## REDRESSAL OF GRIEVANCES OF SUBSCRIBERS ( FIVE YEARS PROFILE )



**I. EMPLOYEES' PROVIDENT FUND ORGANISATION  
STATISTICS AT A GLANCE — 1991-92**

**COVERAGE**

I.	No. of Industries/Classes of Establishments to which EPF and MP Act, 1952 applied as on 31st March, 1992.	174		
		Exempted	Unexempted	Total
		-----	-----	-----
II.	(a) No. of covered establishments as on 31-3-1992	2956 (2933)	209176 (204053)	212132 (206986)
	(b) Increase during the year	23 (26)	5123 (11999)	5146 (12025)
III.	No. of subscribers (in lakhs)			
	(a) Employees' Provident Fund as on 31-3-1992	45.37 (43.77)	120.78 (113.30)	166.15 (157.07)
	(b) Increase during the year	1.60 (2.44)	7.48 (7.99)	9.08 (10.43)
	(c) Family Pension Fund as on 31-3-1992	31.92 (29.76)	104.76 (92.40)	136.68 (122.16)

**CONTRIBUTIONS**

IV.	Contributions received	(Rs. in crores)		
	(a) Employees' Provident Fund			
	(i) During the year	2107.49 (2041.49)	1922.74 (1625.33)	4030.23 (3666.82)
	(ii) Progressive	17287.28	12952.85	30240.13
		Employees & Employer Share	Govt.'s Share	Total
		-----	-----	-----
	(b) Family Pension Fund			
	(i) During the year	384.85 (316.83)	190.15 (111.03)	575.00 (427.06)
	(ii) Progressive	2350.74	963.81	3314.55
	(c) Employees' Deposit Linked Insurance Fund	Employers' Share	Govt. Share	Total
	(i) During the year	50.47 (42.24)	22.00 (18.97)	72.47 (61.21)
	(ii) Progressive	404.13	195.74	599.87

# ARREARS

V.	Contribution in arrears	(Rs. in crores)
	(a) Employees' Provident Fund	
	(i) Unexempted establishment under closure, liquidation etc.	50.36(34.63)
	(ii) Other unexempted realisable	43.90(61.40)
	Total arrears	94.26(96.03)
	(iii) Arrears of exempted Establishments	135.21(131.98)
	(b) Employees' Family Pension Fund.	11.30(10.88)
	(c) Employees' Deposit Linked Insurance Fund (from Employers)	
	(i) E.D.L.I. contributions	3.58(3.50)
	(ii) Admn. and Inspection charges	0.66(1.31)
	(d) Amount due from the Government on account of;	
	(i) Family Pension contributions	49.65(47.38)
	(ii) Administrative charges	Nil (Nil)
	(iii) E.D.L.I. Contributions	4.96(1.73)
	(iv) Administrative charges	1.24(1.18)
	Total : [(d) i to iv]	55.85(50.29)

# INVESTMENTS

VI.	Net Investment (Rs. in crores)	Exempted	Unexempted	Total
	(a) Employees' Provident Fund :--			
	(i) During the year	1797.36 (2020.04)	2272.75 (1928.11)	4070.11 (3948.15)
	(ii) Progressive	16506.32	15089.38	31595.70



(b) Employees Family Pension Fund

(Rs. in crores)

	Employees' and Employers' share	Govt. share	Interest credited	Arrears realised upto 90-91 & invested	Total
(i) During the year	273.31 (205.68)	190.15 (111.03)	373.80 (317.74)	00.00 (29.30)	837.26 (663.75)
(ii) Progressive	2128.05	912.31			
(iii) Investment in Public account as on 31-3-92					5039.53 (4202.26)

(c) Employees' Deposit Linked Insurance Fund

(Rs. in crores)

	Employers' share	Govt.'s share	Interest earned (on securities & Public A/c).	Arrears up to 1990-91 and invested	Total
(i) During the year	32.86 (26.97)	22.00 (18.97)	65.53 (56.97)	--- (0.00)	120.39 (102.91)
(ii) Investment in securities and deposit in Public account as on 31-3-1992.					869.02 (748.65)

RATE OF INTEREST

II.	Declared for subscribers to Employees' Provident Fund	1991-92 1992-93	12% 12%
-----	-------------------------------------------------------	--------------------	------------

CLAIMS

VIII.	(a) Settlement of Provident Fund claims(Unexempted)	Settled (No. lakhs)	Amount (Rs. crores)	Pending (No. lakhs)
	(i) During the year	8.42 (6.98)	737.77 (632.24)	0.59 (0.66)
	(ii) Progressive	111.90	5033.37	
	(b) Employees' Family Pension Fund claims (all benefits)		(Rs. lakhs)	
	(i) During the year	7.62 (6.44)	6404.34 (4784.62)	0.64 (0.70)
	(ii) Progressive	60.75	14663.07	

	Settled (No.)	Amount (Rs. lakhs)	Pending (No.)
(c) Monthly Family Pension claims:			
During the year	18576 (17996)	750.35 (1096.87)	2674 (3866)
(d) Employees' Deposit Linked Insurance Fund claims			
(i) During the year	18976 (17033)	1620.01 (1161.26)	4158 (4003)
(ii) Progressive	199935	13107.99	

#### WITHDRAWALS

#### IX. Withdrawals sanctioned and amount authorised for payment to subscribers (Unexempted establishments)

	No. of Advances (No. lakhs)	Amount involved (Rs. crores)	Pending (No. lakhs)
(i) During the year	4.58 (3.82)	366.51 (276.09)	0.32 (0.22)
(ii) Progressive	64.26	1753.61	

#### X. PENAL ACTION AGAINST DEFAULTING ESTABLISHMENTS

(a) Prosecution cases under Section 14 of the Act	Launched	Decided	Pending
(i) Employees' P.F. Scheme	6040 (6371)	4248 (2804)	64834 (63422)
(ii) Employees' F.P. Scheme	4438 (2829)	2350 (1165)	24167 (22270)
(iii) Employees' D.L.I. Scheme	5467 (3353)	2656 (1093)	23478 (20040)

(b) Recovery certificates under Section 8 of the E.P.F. & M.P. Act, 1952.

		Issued during the year		Executed		Pending	
		No. of cases	Amount (Rs. lakhs)	No. of cases	Amount (Rs. lakhs)	No. of cases	Amount (Rs. lakhs)
(i)	Employees P.F. Scheme	6765 (5708)	8360.44 (2816.67)	7358 (7232)	4121.67 (3839.67)	18871 (32403)	12332.90 (11256.65)
(ii)	Employees' F.P. Scheme	6101 (4216)	738.94 (180.98)	3452 (3884)	269.79 (193.55)	16960 (22466)	1257.20 (906.05)
(iii)	Employees' D.L.I. Scheme	5960 (4396)	141.57 (141.70)	4930 (3928)	80.28 (91.64)	14614 (17963)	311.95 (409.61)

(c) Prosecution cases under section 406/409 IPC (Unexempted establishments)

	Before the Police Authorities	Before the Court
(i) Filed during the year	236	107
(ii) Challans Filed/cases decided	(a) Filed before 27 Courts	(a) Convicted 10 (b) Acquitted 11 (c) Dismissed 03
	(b) Dropped 240 by Police	
(iii) Cases pending before Police/courts as on 31-3-1992.	Before Police ----- 6529	Before Courts ----- 573

#### ANNUAL STATEMENTS OF ACCOUNTS (UN-EXEMPTED ESTABLISHMENTS ONLY)

	(No. of lakhs)
(a) Issued during the year	182.40 (162.45)
(b) Pending as on 31st March, 1992	
(i) For want of Returns for Employers'	59.87 (77.86)
(ii) Others	31.26 (39.47)
Total pendency:	91.13 (117.33)

GRIEVANCES OF SUBSCRIBERS:

Received during the year + BF	Disposed during the year	Pending at the close
41890 (80271)	36110 (77677)	5780 (2594)

- (i) Figures in brackets indicate the corresponding position during the year 1990-91.
- (ii) All data given in the report based on the reports/MIS returns received from Regional Offices.

## II. PERFORMANCE HIGHLIGHTS

(1991-92)

The performance of the Organisation during the year 1991-92 in important functional areas are enumerated below :

Area of activity	Performance 1991-92	Performance 1990-91	Variation (+) (-)
COVERAGE UNDER THE ACT			
No. of Covered estts. under the Act	212132	206986	(+) 5146
No. of subscribers serviced	16615380	15707276	(+) 908104
SERVICE TO SUBSCRIBER			
Claims settled-Provident Fund (Nos. in lacs)	8.42	6.98	(+) 1.44
Claims--Family Pension Scheme (All benefits) (Nos. in lacs.)	7.62	6.44	(+) 1.18
Claims--Monthly Pension (Nos.)	18576	17996	(+) 580
E.D.L.I. Claims settled (Nos.)	18976	17033	(+) 1943
Advances subscribers [in lacs]	4.58	3.82	(+) 0.76
Accounts slips issued during year [Nos. in lac]	182.41	162.45	(+) 19.96
CONTRIBUTION AND INVESTMENT			
Provident fund contributions received (Rs. Crores) [Exempted + Un-exempted]	4030.23	3666.82	(+) 363.41
Provident Fund Investments (Exempted+Un-exempted) (Rs. Crore)	4070.11	3948.15	(+) 121.96
PROVIDENT FUND ARREARS AT THE END OF THE YEAR			
Provident Fund Arrears (Un-exempted) Rs. Cr.	94.26	96.03	(-) 1.77
Provident Fund arrears (Exempted) Rs. Cr.	135.21	131.98	(+) 3.23
Provident fund arrears (Un-exempted + Exempted) Rs. Cr.	229.47	228.01	(+) 1.46



## GRIEVANCES OF SUBSCRIBERS

Received during the year + BF	41,890	80271
Grievances redressed	36,110	77677
Pending at the close of the year	5,780	2594

II.2 The success story of the computerisation in the Organisation is the most important highlight to the report. This is more so when viewed in the context of resistance to change. The EDP Centre has been set in thorough persuasion and perseverance that is why within a span of two-and-a-half years twenty two EDP Centres could be set up. Alongwith the introduction of EDP technology the human resources conversion in the Organisation went on hand in hand and this strategy has paid great dividends. It made the transmission trouble free. It is because of this fact that we have been able to liquidate through the help of EDP centres more than 20 years arrears of accounts slips. What is significant is that the Organisation with a strength of over 15,000 personnel has been able to carry its personnel in step with the modernisation programmes and all centres are being manned by cent percent inhouse manpower. This is a rare achievement in an Organisation beset with a history of chronic industrial relation problems.

II.3 Another significant achievement was setting up of the NATRSS to make the Organisation's personnel sensitive to the needs and aspirations of its members who are from the weaker sections of the society, training and research were identified as important ingredients in overall strategy for achieving the objective of the Organisation. As a part of the integrated approach to the management of social security system under the Act, motivation and professional skill of the employees were identified as key inputs for overall performance. The main objective of the Academy is to identify the training needs at different levels keeping in view the objectives of the Organisation and to design and mount training courses in order to upgrade technical skills of the personnel at all operational and managerial levels. It is hoped that with an organised system of human resource development, the Organisation would be able to upgrade the professional skill and motivation of the personnel deployed and in turn equip them adequately for the challenging roles assigned.

II.4 The Organisation has on account of the newly introduced concepts of management accounting and online evaluation and prioritising capability, registered sharp upswing in productivity both in quantity as well as quality. Moreover due to the restructured MIS, administration and streamlining of information flow the Organisation was able to review the performance of 1991-92 and formulate target for 1992-93 in the first week of May, 1992 itself which is a rare achievement for an Organisation with field presence in 225 cities across the country with large volume of transactions.

### III. CENTRAL ACTION PLAN

The Employees' Provident Fund Organisation has set unto itself twin objectives of rendering trouble-free service to the subscribers and extending the provisions of the Act to all eligible employees in a gradual manner. To energise the entire machinery for rendering satisfactory service to the subscribers the Central Action Plan was designed to monitor on month to month basis the achievements of all the field units on the given performance parameters. The monthly reporting system was built around the modern concept of management accounting.

III.2 The thrust of the Central Action Plan was to identify key result areas for the year and set targets in each area of activity. Targets were set in each area of activity which were identified as key-result areas divided into three broad areas of operations, i.e. (i) Service to Subscribers (ii) Enforcement of the Act and Recovery of Arrears and (iii) House Keeping Functions.

III.3 The specific work areas included under the Central Action Plan for 1991-92 in the aforesaid three functional sectors were as under :

#### **Service to Subscribers :**

- (a) Provident Fund Claims
- (b) Monthly Pension Claims
- (c) Family Pension Claims (Other benefits)
- (d) Insurance Claims
- (e) Applications for advances
- (f) Transfer applications
- (g) Annual Statement of Accounts to subscribers

#### **Enforcement :**

- (a) Arrears Management
- (b) Damages Management
- (c) Coverage of Establishments
- (d) Enrollment of Subscribers
- (e) Revenue collection in Administration Account

#### **House Keeping :**

- (a) Adjustment of interest suspense account
- (b) Disposal of Audit Paras

#### **Objectives :**

III.4 In each of the broad areas enumerated above, the Organisation set for itself clearly defined goals.

In the Service to Subscribers area the Organisational Objectives were to:

- (1) Speed up service to the subscribers.
- (2) To keep the pendency within the permissible norms.
- (3) To manage higher workload with existing level of manpower.
- (4) Stress on subscriber satisfaction and quality.

In the enforcement area the Organisational Objectives were to:

- (1) Maximise recovery of arrears.
- (2) Extend Provident Fund cover to more and more categories of eligible employees.

In the House Keeping area, the primary objective was to ensure better book-keeping and to adjust huge amounts (Over Rs. 2,000 crores) laying under 'interest suspense account' head in balance sheet.

**Strategy :**

III.5 The strategy evolved to achieve the above organisational objectives included (i) monthly evaluation of performance towards identifying the bottlenecks, (ii) timely intervention by channalising the available manpower resources towards removing these bottlenecks, (iii) generation of healthy competition amongst the field formations. In the area of "Service to subscribers" a norm was laid down that the closing balance will not exceed 8.33% of the workload. i.e.  $(\text{Opening Balance} + \text{Receipt during the month}) - (\text{Returned} + \text{Rejected} + \text{Settled}) = \angle 8.33\%$ . In order to discourage rejection/return final subscribers satisfaction was made the index of performance.

III.6 The modified Central Action Plan on the above pattern has been in operation for the last two financial years. The system of reporting, reviewing and prioritising as an on-going function has been fully stabilised. It has now become an effective instrument for channelising organisational resources towards optimum performance in the aforesaid key result areas. The Organisation has now been able to effectively control the workload as well as optimise the output.

III.7 The achievements made in each of the specific key result areas falling under the Central Action Plan during the year 1991-92 are given in the chapter on "Performance Highlights, 1991-92".

III.8 With a view to develop a sense of competition down to the operative level in the field, it was considered necessary to give due recognition to excellence in performance. It was accordingly decided by the Central Board of Trustees to have three revolving shields for outstanding performance in our functional areas for providing provident fund cover to the working class:

Chairman's shield : For the region with best all-round performance both in service to subscribers and enforcement area.

Vice-Chairman's shield : For the region with best performance in the service to subscribers area.

Vice-Chairman's : For the region with best performance in the enforcement area.  
shield.

III.9 During the year 1991-92 Andhra Pradesh Region recorded best all-round performance and won the Chairman's shield.

In the "Service to subscribers" area Delhi Region recorded the best performance and won the Vice-Chairman's shield.

In the "Enforcement Area" again Andhra Pradesh recorded the best performance and won the Vice-Chairman's shield.



## **IV. ORGANISATION**

### **ADMINISTRATION OF THE SCHEMES :**

#### **CENTRAL BOARD OF TRUSTEES**

During the year under report, three meetings of the Board were held. Two meetings were held under the Chairmanship of Shri Paban Singh Ghatowar, Dy. Labour Minister and one meeting was held under the Chairmanship of Shri V.P. Sawhney, Vice-Chairman.

The names and addresses of the members of the Board as on 31st March, 1992 are given in Appendix "A.I".

#### **COMMITTEES OF THE BOARD**

##### **Executive Committee :**

IV.2 During the period under report the Executive Committee held four meetings.

##### **Finance and Investment Committee :**

IV.3 The Committee held one meeting during the year under report. The Committee examined the feasibility of liberalisation of pattern of investment in respect of un-exempted and exempted establishments and recommended to the Ministry of Finance for investment of surplus of the Administration Fund in banks/public sector financial institutions offering higher rate of yield.

##### **Committee on Exempted Establishments :**

IV.4 The Committee held three meetings during the year. The Committee made numerous recommendations for improvement in the working of the exempted establishments, most importantly the following three;

- (i) Unclaimed deposit amount lying in exempted trusts to be paid to the provident fund members by locating them or their heirs/nominees with the help of the trade unions of the establishments.
- (ii) Depositing provident fund contributions in arrears, directly to the Regional Commissioners by such establishments for which BIFR have recommended rehabilitation package.
- (iii) To amend Section 14A of the Act to provide that the Officer responsible for the default of the establishment be defined without requiring to establish the consent or connivance. These recommendations have since been accepted by the Central Board of Trustees.

##### **Committee on Special Reserve Fund :**

IV.5 This Committee was set up by the Board to review the utilisation of the balances in the Special Reserve Fund. The Committee was reconstituted on 26th March, 1991 and held two meetings during the year under report. One important recommendation made by the Committee



was to pay the unpaid employer share from Special Reserve Fund in respect of some select category of establishments.

**Regional Committees :**

IV.6 At the end of March, 1992 there were 18 Regional Committees set up under the E.P.F. Scheme in as many number of States apart from a Regional Committee for the Union Territory of Delhi.

IV.7 During the year 1991-92, the Regional Committee for the State of Uttar Pradesh met three times, the Regional Committee for the States of Andhra Pradesh, Assam, Bihar, Gujarat, Karnataka, Madhya Pradesh, Maharashtra, Orissa, Punjab, Himachal Pradesh, Rajasthan, Tamil Nadu, West Bengal and Tripura met twice. The Regional Committees for the States of Kerala, Haryana and Union Territory of Delhi met once during the year.

**Sub-Regional Offices :**

IV.8 As on 31st March, 1992 there were 47 Sub-regional Offices throughout the country.

**Inspectorates :**

IV.9 As on 31st March, 92 there were 168 Inspectorates functioning all over the country.

IV.10 During the year under report, 3,46,745 inspections were conducted as against 3,25,897 inspections conducted during the previous year. Of these inspections conducted 3,17,291 related to un-exempted establishments, 9,753 related to exempted establishments and remaining 19,701 pertained to inspections/survey of uncovered establishments.

**Service Centres :**

IV.11 There are ten service centres functioning in different parts of the country. The main functions of the service centres are dissemination information regarding the benefits available to the subscribers under the three schemes, supply of forms for submission of claim/applications for advances etc., counselling the members in filling up of the forms, receiving applications and on the spot verification to ensure correctness and completeness of those applications before their transmission to the concerned accounts office, ensure speedy settlement of the claims so received and inform the subscribers of the settlement of their claims.

## V. WORKING OF EMPLOYEES' PROVIDENT FUNDS SCHEME, 1952

### Coverage :

V.1 At present there are 174 activities which have either been specified in Schedule I of the Act or Notified by the Central Government in the Official Gazette which qualify for coverage. The activities specified in the Schedule or notified in the Gazette encompass almost every Sector of the economy namely primary, secondary, trading, commercial and service sector.

V.2 As on 31st March, 1991, 174 Industries are either specified in Schedule I of the Act or Notified by the Central Government for coverage under the Act. A list of these 174 Industries/class of establishments appears at Appendix-A.2.

The Sector-wise segregation of activities specified in Schedule I or notified appears at Table-I.

TABLE 1.--Sector-wise Segregation of Economic activities which qualify for coverage under the Act as on 31st March, 1991.

Sr. No.	N.I.C Division Number	Name of Division	Number of Industries Class of Estts.	Percentage to Total
<b>Primary Sector :</b>				
1.	0	Agriculture, Hunting, Forestry & Fishing	10	5.8
2.	1	Mining and Quarrying	34	19.1
3.	2&3	Manufacturing incl. repairs	90	52.0
4.	4	Electricity, Gas & Water	1	0.6
5.	5	Construction	1	0.6
6.	6	Wholesale & Retail Trade, Restaurants & Hotels	6	3.5
<b>Service Sector :</b>				
7.	7	Transport, Storage and Communication	7	4.0
8.	8	Financing, Insurance, Real estate and business services	9	5.2
9.	9	Community, Social and Personal services	16	9.2

V.3 The performance of the Organisation during 1991-92 in extension of coverage is given below in Table-2.

Table 2. Position of Establishments and subscribers as on 31st March, 1992.

	Unexempted	Exempted	Total
<b>(A) Establishments :</b>			
As on 31st March, 1991	2,04,053	2,933	2,06,986
Add Covered during 1991-92	12,019	40	12,059
Less decovered	6,896	17	6,913
As on 31st March 1992	2,09,176	2,956	2,12,132
Addition over the previous year	5,123	23	5,146
<b>(B) Subscribers :</b>			
As on 31st March, 1991	1,13,30,481	43,76,795	1,57,07,276
Add enrolled during 1991-92	14,30,642	2,84,168	17,14,810
Less ceased	6,82,713	1,23,993	8,06,706
As on 31st March, 1992	1,20,78,410	45,36,970	1,66,15,380
Addition over the previous year	7,47,929	1,60,175	9,08,104

V.4 The number of new establishments brought within the fold of the Act increased by 12,059 at the gross level. After deducting the establishments either decovered or excluded from the Act, the net addition was 5,146 establishments over the previous year which represent an increase of 2.48% at the net level.

V.5 At gross level 17,14,810 new subscribers were enrolled during the course of the year. After providing for 8,07,706 subscribers who ceased to exist there was a net addition of 9,08,104 subscribers during 1991-92 representing an increase of 5.78% over the previous year.

#### CONCENTRATION OF ESTABLISHMENT AND SUBSCRIBERS :

V.6 The region-wise distribution of establishments and subscribers is given in Appendix S-1. It would be seen from Appendix S-I that maximum

concentration of establishments and subscribers are in seven regions as indicated below :

Regions	Establishments Covered	Subscribers Serviced
Total Coverage	2,12,132	1,66,15,380
Maharashtra, Tamil Nadu, West Bengal, Gujarat, Andhra Pradesh, Uttar Pradesh and Karnataka	1,46,904	1,13,87,390
	(Percentage to total) 69.72%	68.53%

#### CONCENTRATION OF ESTABLISHMENTS AND SUBSCRIBERS IN 25 SCHEDULED INDUSTRIES/CLASS OF ESTABLISHMENTS NOTIFIED

An analysis of concentration of establishments and subscribers in top 5 Industries is given hereunder :

TABLE 3

Industry	Establishment		Subscribers	
	Covered	% to total	Covered	% to total
1. Electrical, Mechanical or General Engg. Products	33826	15.95%	2675911	16.11%
2. Textile	11733	5.53%	1746128	10.51%
3. Beedi	3463	1.63%	1161191	6.99%
4. Trading & Commer	18706	8.82%	1072816	6.46%
5. Heavy & fine chem.	6256	2.95%	737183	4.44%
Total	73984	34.88%	7393229	44.51%
Concentration in 25 major Industries/Class of Estt.	137600	64.87%	12889163	77.57%

#### VOLUNTARY COVERAGE

V.7 As on 31st March, 1992 there were 12.022 voluntarily covered establishments. During the year under report 925 establishments were notified under Section 1(4) of the Act.

#### FINALISATION OF PROVISIONAL COVERAGES

V.8 There were 18,852 establishments which were prvisionally covered under the Act as on 1st April, 1991. During the year 4,994



establishments were added to this list making a total of 23,846 establishments. Out of this in cases of 2,159 establishments coverages were finalised during 1991-92 leaving a backlog of 21,687 provisionally covered establishments at the end of the year.

V.9 With a view to bringdown the pendency in this area of work the Organisation has identified this as a key result area for 1992-93 and formulated targets in the Central Action Plan for the year 1992-93. With this, it is expected that the Organisation will bringdown the pendency to a considerable level during 1992-93.

#### CONTRIBUTIONS UNDER THE EMPLOYEES' PROVIDENT FUNDS SCHEME :

V.10 During the year under report provident fund contributions amounting to Rs. 4,030.23 crores were either received by the Organisation from Unexempted establishments or transferred to the Board of Trustees by the respective exempted establishments.

V.11 As compared contributions amounting to Rs. 3666.82 crores received during 1990-91, during 1991-92 the contributions received were Rs. 4030.23 crores which represents an increase of Rs. 363.41 crores or 9.91% over the previous year.

V.12 Table 4 indicates the position of receipt of contributions both from exempted and un-exempted establishments during the last five years.

TABLE 4.--Provident Fund Contributions Received

Year	from exemp- ted Estts.	% increase over pre- vious year	from un- exempted Estts.	% increase over pre- vious year	Total (ex- empted + Un- exempted contributions	% Increase over previous year
1987-88	1151.15	11.07	850.80	10.37	2001.95	11.56
1988-89	1387.47	20.50	1037.14	21.9	2424.61	21.11
1989-90	1845.22	32.99	1313.32	26.63	3158.54	30.27
1990-91	2041.49	10.63	1625.33	23.75	3666.82	16.09
1991-92	2107.49	03.23	1922.74	24.45	4030.23	9.91

#### CONTRIBUTION TO NATIONAL SAVINGS

V.13 With regard to the provident fund contributions as a share in the net domestic savings of the economy, it would be noted that provident fund is an important component in the domestic savings sector. Table 5 below briefly indicate the contribution of provident fund savings in relation to the domestic savings generated in the economy :

It would be seen from Table 5 that during the year 1990-91 the provident fund savings constituted 5.78% in the national domestic savings of the economy.



**TABLE-5.--Provident Fund savings as percentage of net domestic savings**

Year	Net domestic savings in India (Rs. in crores)	Total contributions received under the Act (Rs. in crores)	Column 3 as per- centage of Col. 2
(1)	(2)	(3)	(4)
1985-86	30442	1815	5.9
1986-87	34148	2098	6.1
1987-88	38169	2360	6.18
1988-89	50837	2747	5.40
1989-90	63046*	3523	5.51
1990-91	71897*	4155	5.78

Source.--Report on Currency and Finance 1990-91 Vol. II. [Page 13] Estimates on Net domestic savings Sector-wise.

**INVESTMENTS MADE [UNEXEMPTED SECTOR]**

V.14 An amount of Rs. 15,089.38 crores were invested at the end of the year. The cost price of these securities as reflected in the balance sheet is Rs. 15,081.47 crores. The net investment made in the year 1991-92 is Rs. 2272.75 crores as against Rs. 1928.11 crores during the year 1990-91. The broad investment made during the year is given in Table 6.

**TABLE 6.--Investments made during 1991-92 by type of securities at face value (Rs. in crores)**

Interest Rate	State Government Securities	Government Guaranteed	Special Deposit Scheme
6.50%	..	1.94	..
7.00%	..	0.86	..
7.25	..	1.54	..
7.50%	5.80	0.95	..
7.75%	0.33	..	..
8.25%	2.60	5.05	..
8.75%	..	2.96	..

\*Provisional

\*\*Tentative estimate

Sr. No.	Category	Amount (Rs. in crores)
3.	Special Deposits	1887.04
4.	Total (Gross)	2158.62
5.	Less Redemption Proceeds	361.26
6.	Total (Net)	1797.36

Thus the total net investment of Provident Fund accumulations in respect of both exempted and unexempted establishments amounted to Rs. 4070.11 crores during 1991-92 as against 3948.15 crores during 1990-91.

#### RATE OF INTEREST TO SUBSCRIBERS

V.17 For the years 1991-92 and 1992-93 an interest of 12% was declared for credit to the subscribers account by the Central Government on the recommendation of the Central Board of Trustees for the subscribers of the unexempted statutory fund.

#### PROVIDENT FUND ARREARS

V.18 Out of 2,04,053 unexempted establishments, 10,024 establishments were in default in the matter of remittance of provident fund contributions at the close of the year.

TABLE 8.--Provident Fund contributions in arrears as on 31st March, 1992.

Region	Arrears on account of pre-cover-age accumulations	Arrears on account of cancellation of exemption	Post cover-age accumulations	Total arrears as on 31-3-92	Total arrears as on 31-3-91	Increase/Decrease over the previous year
Andhra Pradesh	0.00	0.00	719.19	719.19	545.46	173.73
Bihar	0.00	37.68	474.56	512.24	458.94	53.30
Delhi	0.00	0.00	222.21	222.21	246.58	-24.37
Gujrat	0.00	0.00	625.62	625.62	383.98	241.64
Haryana	0.00	0.00	379.67	379.67	441.82	-62.15
Karnataka	0.00	15.86	338.08	353.94	361.02	-7.08
Kerala	0.00	0.00	313.61	313.61	334.61	-21.00
Maharashtra	4.42	42.24	1687.48	1734.14	1449.82	284.32
Madhya Pradesh	0.00	286.17	996.64	1282.81	1333.19	-50.38
N.E. Region	0.00	0.00	112.29	112.29	107.79	4.50
Orissa	0.00	0.00	490.65	490.65	382.93	107.72

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Punjab	0.00	32.63	94.26	126.89	140.23	-13.34
Rajasthan	0.00	0.00	260.17	260.17	227.37	32.80
Tamil Nadu	0.17	60.33	727.32	787.82	1036.68	-248.86
Uttar Pradesh	0.00	259.21	415.47	674.68	1608.43	-933.75
West Bengal	6.00	17.00	807.20	830.20	544.00	286.20
Total :	10.59	751.12	8664.42	9426.13	9602.85	-176.72

V.19 Table-8 above would show that the Organisation through its constant monitoring on the growth of arrears and its realisation have been able to bring down the arrears at the close of the year by Rs. 176.72 lakhs.

V.20 Table-8 would further show that the post coverage arrears stood at Rs. 86.64 crores at the end of March, 1992 as against Rs. 88.50 crores at the end of the previous year showed a decrease of Rs. 1.86 crores.

V.21 The region-wise arrears of Public and Private Sector undertakings are indicated in Table-9 below :--

TABLE 9.--Classification of Provident Fund Arrears (Un-Exempted) Sector [Public & Private Sector] as on 31st March, 1992.

Region	Public Sector	Private Sector	Total
Andhra Pradesh	46.42	672.77	719.19
Behar	29.27	482.97	512.24
Delhi	12.43	209.78	222.21
Gujarat	31.15	594.47	625.62
Haryana	0.72	378.95	379.67
Karnataka	8.95	344.99	353.94
Kerala	99.53	214.08	313.61
Madhya Pradesh	148.47	1134.34	1282.81
Maharashtra	292.41	1441.73	1734.14
N.E. Region	23.76	88.53	112.29
Orissa	64.83	425.82	490.65
Punjab	46.42	80.47	126.89

Region	Public Sector	Private Sector	Total
Rajashtan	13.90	246.27	260.17
Tamil Nadu	56.43	731.39	787.82
Uttar Pradesh	527.31	147.37	674.68
West Bengal	320.91	509.29	830.20
Total :	1722.91	7703.22	9426.13
Percentage	[18.28%]	[81.72]	[100 %]

V.22 Categorisation of the arrears industry-wise reveal the following picture as in Table-10 below :--

TABLE-10

Sr. No.	Name of the Industry	Amount of arrears (Rs. in lakhs)
1.	Textile	2903.20
2.	Electrical & Mechanical Engg.	1310.35
3.	Jute	704.18
4.	Trading and commercial	287.22
5.	Heavy and fine chemical	242.66
6.	Sugar	212.96
7.	News papers	179.04
8.	Iron and Steel	166.65
9.	Road and motor transport	139.64
10.	Tea and tea plantation	74.49
11.	Other industries not specified above	3205.74
Total Arrears :		9426.13

#### OTHER ARREARS

V.23 Apart from the above, an amount of Rs. 374 lakhs on account of administration and inspection charges and Rs. 5,849 lakhs on account of penal damages were in arrears at the end of the year. Region-wise details of penal damages imposed, collected and in arrears are given in Appendix S-7.



V.24 The status of the defaulting establishments are given below :--

TABLE 11.--Classification of defaulting Un-exempted establishments according to their status of functioning as on 31st March, 1992.

Sr. No.	Classification of arrears	No. of defaulting establishments	Amount of arrears (Rs. in lakhs)
(i)	Closure of establishments	697	854.69
(ii)	Establishments under liquidation	202	641.97
(iii)	Stay by High Courts	370	1114.19
(iv)	Pre-take over - N.T.C.	71	725.73
(v)	Post take over - N.T.C.	03	125.34
(vi)	Pre-take over - I.R.B.I.	09	51.81
(vii)	Current dues - I.R.B.I.	09	55.75
(viii)	Establishments run by receivers/ custodians	13	248.60
(ix)	B.I.F.R. Cases	45	1218.38
	Total (i) to (ix)	1419	5036.46
(x)	Instalment cases	48	286.53
(xi)	Other than above (on which effective measures can be taken)	8557	4103.14
Total :		10024	9426.13

V.25 Table-11 would show that arrears of Rs. 5,036.46 lakhs were due from the establishments which were either closed or under closure or under liquidation, or which had become sick or had been taken over by Government or nationalised or in respect of which recovery had been stayed by Courts. In these cases, the hands of the Organisation are fettered and no action can be taken for enforcing recovery of the dues. Of the remaining arrears of Rs. 4,389.67 lakhs, Rs. 286.53 lakhs were covered by instalment schemes and the recovery is being monitored. The remaining amount of Rs. 4103.14 lakhs remained as net effective recoverable arrears which is 43.25% of the total arrears.

V.26 The year-wise position of Provident Fund Contributions due, received, and the amount in arrears is given in Table-12. It may be noted that the percentage of arrears to total contribution received dipped below 1% i.e. 0.72% to be precise.

TABLE 12.—Year-wise position of Provident Fund contributions due received and amount in arrears

Position as on	Total P.F contributions due (Rs. crores)	Total PF contributions received (Rs. cores)	Contributions in arrears (Rs. crores)	Increase in arrears during current year over previous year (Rs. crores)	Percentage of arrears to contributions received
31-3-87	6275.49	6203.52	71.97	13.67	1.1
31-3-88	7133.06	7054.32	78.74	6.77	1.1
31-3-89	8179.73	8091.46	88.27	9.53	1.1
31-3-90	9503.54	9404.78	98.76	10.49	1.05
31-3-91	11126.14	11030.11	96.03	(-)2.73	0.87
31-3-92	13047.11	12952.85	94.26	(-)1.77	0.72

#### ACTION AGAINST DEFAULTING ESTABLISHMENTS :

V.27 The Organisation took the following steps for recovery of arrears from defaulting establishments.

V.28 The dues are determined by the Regional Commissioners in exercise of the powers conferred on them under section 7-A of the Employees Provident Fund and Miscellaneous Provisions Act, 52. During 1991-92 dues were assessed in 20,224 cases as against 18,265 cases during the previous year. Assessment of dues were pending before the Regional Commissioners in 18,314 cases as on 31st March, 1992 at various stages of hearing. The pendency of these cases according to time interval is given below :—

#### Pendency Position of 7A cases

(a) Less than six month	7,506
(b) between six months to one year	5,334
(c) between one to three year	3,840
(d) beyond three year	1,634
Total :	18,314

In order to liquidate the pendency of 7A cases, the Central Action Plan for the year 1992-93 has included this area of work as a key result area and it is expected that the Organisation will be able to bring down the pendency.

#### RECOVERY MACHINERY

V.29 The Recovery Machinery though only 9 months old at the beginning of the year proved to be an effective tool in the task of arrear management. The concept of recovery involves development of strategies,

collection of intelligence and coordination of action from the other wings of the Organisation as well as outside agencies. The recovery machinery broke new grounds and its success in certain instances deserves to be recorded.

V.30 Recovery Officer of Kerala handled two cases of defaults, a Cinema and a Transport company by appointing receivers. The receivers were made to pay certain amount every day from the collections and liquidate the arrears. Likewise, the Recovery Officer in Bihar attached the moveable and immovable property of a Bidi manufacturer by coordinating this action with the neighbouring region as the employer's bank accounts were maintained in that region. The Recovery Officer in Punjab attached a bus permit in respect of a defaulting transporter which forced the defaulter to liquidate the entire arrears immediately.

V.31 The Recovery Officer, Karnataka attached the property which was in the custody of a court. After a legal tangle the court ordered that the dues be deposited with the Recovery Officer. The Recovery Officer, Gujarat had a crowning success by attaching the bank account of a defaulter. The Bank did not initially act on the attachment order. The Recovery Officer thereon issued a notice of attachment of properties of the Bank and arrest of the Chairman and Managing Director of the nationalised bank. This resulted in flurry of activities resulting in an interim order passed by the Division Bench of Gujarat High Court upholding the action of the Recovery Officer. By skillful management of a court case in Calcutta High Court, Regional Provident Fund Commissioner, West Bengal could obtain an order from the Court directing that defaulter jute mill should pay its arrears by selling of its surplus land. A special officer has also been appointed by the Court.

V.32 Similarly several actions were taken by the Regional Provident Fund Commissioners under Section 8F of the Act by which good amount of the arrears could be recovered including some which, *prima facie*, appeared to be irrecoverable.

V.33 During the year 6,765 revenue recovery certificates were issued by the Regional Commissioners as against 5,798 certificates in the previous year. Amount covered by certificates issued involving an amount of Rs. 83.60 crores as against Rs. 28.16 crores in 1990-91 representing an increase of 197% which is an all time record in the history of the Organisation. This has been made possible due to the increased vigour in determination of dues of older cases. An amount of Rs. 41.22 crores were realised by execution of 7,358 certificates during the year under report.

V.34 During the course of the year a strategy for setting up an aggressive default management regime was adopted. Workshops with participation of Enforcement Officers' Assistant Provident Fund Commissioners/Regional Provident Fund Commissioners were conducted in Six regions for training the enforcement wing to directly operate Section 8F of the Act to recover the dues. This helped the Regional Commissioner to adopt modes of recovery other than those vested with the Recovery Officer. Due to these efforts like attachment of bank accounts/third party accounts a sum of Rs. 14.01 crores were realised.

V.35 At the close of the year there were 18,871 certificates pending for execution involving an amount of Rs. 123.33 crores. The region-wise data of RRCs issued, executed and pending at the end of the year is given at Appendix S-4.

#### STRATEGY FOR THE FUTURE

V.36 While on the subject, it would be relevant to mention that the Organisation has since conducted a review and re-adjusted its strategy for default management in the light of the experience gained in the past year. The dynamics of the system has been analysed. In order to detect default early and determine the dues for putting into motion the recovery apparatus, the work of recovery is being broad-banded to involve the enforcement wing whole heartedly.

V.37 For the year 1992-93 the unrealised arrears brought forward on 1st April, 1992 will be the responsibility of the recovery officers and they will work against targets in this area. Current dues determined as a result of orders under 7A during the financial year being classed as "current demand" and the responsibility to collect this is that of the assessing officer who passed the 7A order. All current demands which remain uncollected on 31st March, 1993 will be carried forward as arrear demand on 1st April, 1993.

V.38 The above broad banding will ensure involvement of the enforcement wing which is vital to gathering of intelligence for attachment of financial and other assets.

V.39 It is also pertinent to note that the malaise of arrears in the organisation was due to lack of timely action to enforce the demand. The new strategy seeks to over-come this by timely identification of default and expeditious completion of 7A proceedings in which huge backlog persist. Since the completion of 7A proceedings have now been made part of the action plan, it is expected that the backlogs will be cleared. Consequently generation of current demands will multiply until the backlog of 7A is wiped out.

V.40 Under the changed procedure, the focus is being shifted from just ensuring that aggregate dues are less than the dues of the previous year to percentage of realisation against realisable dues. To have an effective and healthy default management system, having an integrated approach, the focus for management of arrears as the percentage of realisation has been made against current and arrears demand. The reporting format for the annual report for 1992-93 would be accordingly altered.

#### REALISATION OF PROVIDENT FUND DUES--JUTE MILLS IN WEST BENGAL

V.41 The efforts for realisation of provident fund dues from the defaulting jute mills continued in a sustained manner with twin objectives viz.

- (I) Contain the increase in arrears and
- (II) To recover the arrears of contribution.

V.42 As a result of the actions initiated there has been a reduction of the arrears during the year. The arrears in respect of 28 exempted



jute mills and 5 un-exempted jute mills amounted to Rs. 8,022 lakhs compared to Rs. 8,239 lakhs as on 31st March, 1991. It is also to be mentioned here that because of the strike in the jute industry in West Bengal the recovery of arrears suffered a set back, yet certain improvements could be made.

Sr. No.	Status of Establishment	Number of Mills	Amount in arrears as on 31-3-92 (Rs. in crore)	
1.	Under liquidation	1	2.39	(2.39)
2.	Under litigation—			
	(a) Closed mills	2	0.76	(9.61)
	(b) Working mills	3	8.97	(6.41)
3.	BIFR purview--			
	(a) Closed mills	4	6.60	(2.07)
	(b) Working mills	14	41.38	(48.39)
4.	Covered by instalment scheme	4	2.27	(2.45)
5.	Others	4	17.85	(11.07)
Total :		32	80.22	(82.39)

V.43 During the year 1991-92, 107 cases under Section 14 of the EPF & MP Act were launched. It is also stated that in respect of one jute mill conviction could be obtained for non-payment of dues. Twenty cases under section 406/409 IPC were launched in respect of the establishments which had defaulted to pay the employees share. Joint raids in association with Enforcement Branch of West Bengal Police Department were conducted to arrest the defaulting employers of jute mills. Further vigorous steps have been taken to actively counter Petitions and other dilatory litigation pending appeals in the High Courts etc. During the year, 15 writ petitions, 4, Special Leave Petitions were disposed of in the High Court.

V.44 The major constraint in the area of recovery of the arrears of jute mills in West Bengal is that a number of these establishments are within the purview of the B.I.F.R. and some of the establishments are taking recourse to frequent writ petitions in the High Court and obtaining stay thereon. However, sustained efforts have been made to effectively recover the arrears.

#### ACTION UNDER SECTION 14 OF THE ACT

V.45 Prosecutions are filed in the Criminal Courts under Section 14 of the Act against the defaulting establishments for realisation of arrears. During the course of the year the organisation took effective measures in



this direction. The data in brief about the action taken in this direction is given below :

Opening balance as on 1st April, 1991	63,042 [R]
Add fresh cases launched during 1991-92	6,040
Total cases for disposal :	69,082
Cases decided during the years :	
Convicted	3,292
Acquitted/	186
Admonished	
Withdrawn	155
Dismissed/	
discharged	393
	4,248
Pending cases as on 31.3.1992	64,834

The region-wise data of prosecution cases launched under Section 14 of the Act is given at Annexure S-5.

V.46 Cases were launched with police authorities under Sections 406/409 of Indian Penal Code against the employers for non-remittance of the Provident Fund Contributions deducted out of the wages of the workers. During the course of the year, actions as given below were taken against the defaulters:

TABLE 12.--Prosecution cases under section 406/409 IPC.  
(Cases filed with Police authorities)

FIRs pending with Police on 1-4-91	6,560 [R]
FIRs filed with the Police during 1991-92	236
FIRs dropped by the Police	240
Challans filed by the Police in Courts during the year	27
FIRs Pending with the Police on 31.3.1992	6,529

TABLE 13.--Prosecution cases under Section 406/409 IPC  
(Cases filed directly in the Court)

Prosecution cases Pending before the Courts on 1-4-91	490 (R)
Challans filed by the Police in Courts during the year	79
Complaints filed directly in Courts	28
TOTAL cases for disposal before the Courts	597
CASES DECIDED :	
Convicted	10
Acquitted	11
Dismissed/	
Discharged	3
	24
Cases Pending as on 31.3.1992	573

Region-wise data of the cases filed before the Police and other details on disposal, pendency etc. are given at Appendix. S-6 (Part I and II).

V.47 16,088 notices were issued during the year and damages levied by issuing 15,579 Speaking Orders in terms of Section 14B of the Act. An amount of Rs. 7.70 crores were levied as damages for belated remittances during this period. This amount of levy during the year added to the brought forward damages of Rs. 55.04 crores constitute 62.74 crores due for realisation during the course of the year. Out of this an amount of Rs. 4.25 crores were realised under this head. The Region-wise data indicating the penal damages levied, realised and outstanding as on 31st March, 1991 is given at Appendix S-7.

#### SETTLEMENT OF PROVIDENT FUND CLAIMS

V.48 During the year under report 8,41,718 claims were settled and a sum of Rs. 737.77 crores was authorised for payment as against Rs. 632.24 crores in respect of 6,98,513 lakh claims settled in 1990-91. It would be seen that the number of claims settled went up by 1,43,205 and amount authorised for payment increased by Rs. 105.53 crores. Table-16 below indicates the number of claims settled and amount authorised for payment during the last five years. The average amount authorised for payment amounted to Rs. 8,765 per claim.

TABLE 16.--Provident fund claims settled and amount authorised for payment.

Year	Claims Settled No. (Lakhs)	Amount authorised for payment (Rs. crores)
1987-88	5.92	404.25
1988-89	5.81	471.83
1989-90	5.79	520.71
1990-91	6.98	632.24
1991-92	8.42	737.77

Since the inception of the Scheme a sum of Rs. 5,033.37 crores have been authorised for payment in respect of 111.90 lakh claims settled.

V.49 The region-wise data on settlement of Provident Fund during the year 1991-92 is given in Appendix S-8. An analysis of this Appendix would show that 9,00,530 claims became due for settlement, (after excluding 1,16,697 returned for rectification and 17,934 claims rejected) 8,41,718 claims were settled during the course of the year under report.

V.50 It can also be seen that during the year under report, [1,16,697 + 17,934] 1,34,631 lakh claims were returned to members for rectification or rejected which accounted for 13.78% of the claims handled

during the year. The claims were returned for rectification due to various factors like :--

- (i) failure to support vital information needed for the settlement of the claims;
- (ii) want of necessary documents and attestation by the appropriate authority and
- (iii) claims submitted by persons not entitled to receive payment.

V.51 The category-wise data on claims settled during 1991-92 are given in Table-17.

TABLE 17.--Data on claims settled and amount authorised for payment category-wise

(Amount in crores)

Sl. No.	Category	No. of claims settled	%age to total Claims settled	Amount authorised for payment (Rs. crores)
1.	Death cases	32154	3.82	54.87
2.	Resignation	698004	82.93	508.68
3.	Retrenchment	44784	5.32	57.16
4.	Superannuation	38282	4.54	91.57
5.	Permanent invalidation	3854	0.46	4.19
6.	Others	24640	2.93	21.30
Total		841718	100.00	737.77

V.52 45,659 claims were pending for a period of less than two months, 12569 claims were pending for a period between two to six months, 584 claims were pending between six months to one year. Out of these 584 pending claims 2 claims were pending due to Office fault and the remaining 582 are kept pending for want of clarification from the employers/employees.

#### STEPS TAKEN FOR PROMPT SETTLEMENT OF CLAIMS

V.53 A series of measures have been taken by the Organisation for speedy settlement of claims by streamlining the procedures.

V.54 The Regional Provident Fund Commissioners' were directed to monitor the daily productivity of Account Clerks in their region/ sub-regions. The Regional Commissioners were asked to ascertain the number of officials who could achieve the norm laid down for an accounts clerk and those who failed to achieve it. They were further advised to furnish the names of employees whose performance was below the productivity norms laid down by the Central Office and take further action against the non-

performers. The performance of those officials who are consistently found below the norm level is monitored by the Central Office. Apart from this, periodically drives are undertaken in all Regional and sub-Regional Offices for settlement of old pending cases and the performance in this regard of all the offices is closely monitored by the Central Office.

V.55 Apart from the aforesaid steps, the work of settlement of claims is included as a work area in the "Central Action Plan" wherein the regions whose pendency level is more than one month's receipt is closely monitored by Central Office and control action to liquidate the pendency is taken on a concurrent basis.

#### TRANSFER OF PROVIDENT FUND ACCOUNTS

V.56 During the year under report 1,24,126 accounts relating to Employees' Provident Fund subscribers were transferred as against 1,45,299 in the previous year.

V.57 Transfer applications pending in the Regional Offices as on 31st March, 1992 were 15,783 as against 17,549 applications pending at the end of the previous year. The Provident Fund accounts transferred and pending as on 31st March, 1992 is given in Table-18.

TABLE 18.--Provident Fund Accounts Transferred

Category	Accounts transferred		Transfer application	
	1991-92	during 1990-91	pending 1991-92	as on 1990-91
(i) Cases involving actual transfer of P.F. accumulations ..	45,524	62,897	7,968	6,681
(ii) Cases not involving actual transfer of P.F. accumulations ..	78,602	82,402	7,815	10,868
TOTAL ..	1,24,126	1,45,299	15,783	17,549

V.58 At the end of the year 15,783 applications were pending for disposal at the hands of the regional Offices. Of these 11,740 applications are pending for less than two months, 3,868 cases pending between two to six months. 175 cases were pending between six months to one year which are kept pending for want of details and actions on the part of employee/ employer.

#### PARTIAL WITHDRAWALS BY MEMBERS

V.59 The Employees' Provident Fund Scheme, 1952 provides for financial assistance by allowing partial withdrawals to subscribers in situations like illness, invalidation and to provide funds to enable them to discharge their social responsibilities, like marriage of sister/brother, daughter/son or higher education of children or construction of dwelling house etc. The withdrawals sanctioned under the Scheme for various purposes are given in Table-19.



TABLE 19.--Withdrawals sanctioned to subscribers and amount disbursed

Sl. No.	Purpose		No. of cases		Amount Disbursed (Rs. in lakhs)	
			1991-92	1990-91	1991-92	1990-91
1.	Financing of Life Insurance Policies	..	25,455	20,139	284.98 (0.78%)	129.66 (0.47)
2.	House Building etc.	..	97,821	90,911	20,429.37 (55.74%)	15,564.98 (56.38)
3.	During temporary closure of establishments	..	48,260	46,143	2,908.12 (7.93%)	2,517.90 (9.12)
4.	Illness of members/ family members	..	63,119	48,197	2,707.94 (7.39%)	2,043.92 (7.40)
5.	Member's own marriage or for the marriage of his/her sister, brother or daughter/son and post-matriculation education of children	..	1,61,817	1,61,817	8,508.83 (23.22%)	7,120.94 (25.79)
6.	Others	..	58,622	14,676	1,811.90 (4.94%)	231.51 (0.84)
Total		..	4,57,739	3,81,883	36,651.14	27,608.91

V.60 The year-wise data of advances/partial withdrawals granted to subscribes are given in Table-20.

TABLE 20. --Withdrawals sanctioned and amount paid during the last five years

Year	Advance sanctioned No. (lakhs)	% increase over previous year	Amount involved (Rs. crores)	% increase over previous year
1987-88	3.32	11.41	145.27	27.05
1988-89	3.40	2.41	177.19	21.97
1989-90	3.52	3.23	209.34	18.13
1990-91	3.82	8.52	276.09	31.88
1991-92	4.58	19.89	366.51	32.75
Total (Since inception)	64.26		1753.61	



V.61 Table-20 above would reveal that 4.58 lakh subscribers availed themselves the facility of partial withdrawal from their respective account during the year under report as against 3.82 lakh subscribers during the previous year. This represents an increased disposal of 75,856 applications or 19.89% over the previous year. An amount of Rs. 366.51 crores were disbursed on account of partial withdrawal in 1991-92 as against Rs. 276.09 crores during the previous year thus representing a record increase of 32.75% over the previous year. Data on partial withdrawals cases disposed and amount disbursed region-wise are given at Appendix S-9.

V.62 At the end of the year 31,628 advance applications were pending with various regions representing a workload of 5.57%. Out of these pending claims 28,017 applications were pending for period less than two months. 3,549 were pending for periods ranging from two to six months respectively. 62 cases were reported pending beyond six months primarily due to non-response in furnishing the wanting documents or information.

#### ISSUE OF ANNUAL STATEMENTS OF ACCOUNTS

V.63 During the year under review 1,82,40,813 account slips were issued, as against 1,62,44,797 account slips issued during the previous year. In this important work area the Organisation showed an improved performance of 12.28% over the previous year.

V.64 This performance has been made possible due to electronic data processing and printing of annual statements of accounts on computers in many of the regional/sub-regional offices.

V.65 As on 31st March, 1992 the accounts slips pending for issue to subscribers stood at 91,13,087 accounts slips as against 1,17,33,620 slips at the end of the previous year. It may be noted that due to the sustained efforts made through the Central Action Plan the pendency has been brought down by 26,20,533 over the previous year which is a all time record in the history of the Organisation. Out of the total pending account slips 59,87,184 slips were pending due to non-submission of required returns by the employers and the remaining 31,25,903 slips were pending for other reasons. The region-wise position of account slips issued is given in Appendix S-10 and pendency position at Appendix S-11.

#### PENDENCY POSITION OF ACCOUNT SLIPS DUE FOR ISSUE

TABLE 21

Period of pendency	Slips due for issue
Less than a year	46,39,878
Between one to two years	21,35,970
Beyond two years	23,37,239
Total	91,13,087

V.66 The pendency of 91,13,087 slips do not imply that these many number of subscribers have not received the account slips. While

assessing the impact of the above pendency, it has to be noted that in case subscriber's account slip for a particular year has not been prepared and issued, the issue of account slips for subsequent years also is held up as Provident Fund account of a member is a running account.

V.67 The Organisation is continuing its efforts to issue account slips in all cases where necessary returns have been received from the employers. In those cases where the employers have remitted the provident fund dues but did not submit the relevant returns, notices were issued in newspapers requesting the employers for submission of returns in form 3A and 6A alongwith the warning that non-submission of returns could lead to penal action. Besides, field officers have also been directed to collect the returns from employers. Necessary instructions have also been given to issue the account slips in cases where returns No. 3A and 6A have not been received by crediting the interest to the previous balance and debiting withdrawals, if any.

V.68 The Organisation has included the area of "Issue of annual statement of accounts slips" as a component of Central Action Plan. The target for the year 1992-93 envisages cent percent performance in relation to all issuable accounts. It is hoped that the Organisation should become current in this area by the end of March, 1993.

#### ASSISTANCE TO SUBSCRIBERS FOR HOUSE BUILDING

V.69 During the course of the year 97,821 subscribers availed withdrawal for the purpose of house building and received a total sum of Rs. 204.29 crores. As compared to this in the previous year 90,911 subscribers availed Rs. 155.69 crores of housing assistance from their provident fund accounts. This would mean that the amount withdrawn by subscribers went up by 31.21%. Table-22 indicate the number of subscribers who have availed housing loans during the last five years.

TABLE 22.--Housing building advance granted to subscribers

Year	No. of subscribers granted advance	Amount disbursed (Rs. in crores)
1987-88	59,976	69.92
1988-89	69,533	91.07
1989-90	71,530	112.92
1990-91	90,911	155.69
1991-92	97,821	204.29

#### AMENDMENT TO THE EMPLOYEES' PROVIDENT FUND ACT AND SCHEME

V.70 Amendment made in respect of Section 14B of the Act by the Amendment Act, 1988 was notified and given effect from 1st September, 1991. The amendment provides for making scheme provision for levy of damages in respect of establishments including those under the purview of Sick Industrial Companies (Special Provisions) Act, 1985.

V.71 The Employees' Provident Fund Scheme, 1952 has been amended accordingly by inserting :--

- (a) a new paragraph 32-A with effect from 1st September, 1991 laying down the rates of damages by way of penalty depending upon the period of default in the payment of contributions to the Fund or in the transfer of accumulations required to be transferred under section 15(2) or section 17(5) of the Act or the Schemes or under any of the conditions specified under section 17 of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952,-- vide GSR No. 521, dated 16th August, 1991.
- (b) by adding a paragraph 79-B with effect from 1st September, 1991,--vide GSR No. 521, dated 16th August, 1991 laying down time limit for communicating the views of the Central Board to the appropriate Government on a proposal for grant of exemption to an establishment.
- (c) Paragraph 68-L of the Employees' Provident Fund Scheme, 1952 which provides for grant of advances in abnormal conditions has been amended retrospectively w.e.f. 1st May, 1990 and the amount of advance has been enhanced from Rs. 500 to Rs. 5,000 with effect from 1st April, 1991,-- vide Government of India Notification No. H-11020(3)/91-SS.II, dated 8th May, 1991 and 1st June, 1992.

V.72 The Employees' Provident Funds and Miscellaneous Provisions Act, 1952 has been made applicable to three more classes of establishments, namely :--

- (i) Guar Gum factories
- (ii) Marble Mines; and
- (iii) Dimond Saw Mills

by a notification issued by the Central Government under Section 1(3)(b) of the Employees' Provident Fund and Miscellaneous Provisions Act, 1952,-- vide Notification No. S-35011/7/90-SS.II, dated 25th March, 1992 effective from 1st April, 1992.

#### REPRESENTATIONS UNDER SECTION 19-A OF THE ACT

V.73 The disposal of representations under section 19A of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 during the year under report is given Table-23 below :--

TABLE 23.--Disposal of representations under section 19-A of the act.

Cases pending at the beginning of the year	..	308
Cases filed during the year 1991-92	..	105
Total	..	413

#### CASES DISPOSED DURING THE YEAR—

(i) Cases decided in favour of the Organisation	107
(ii) Against the Organisation	05
Total	112

#### CASES PENDING AT THE END OF THE YEAR

Cases pending at the end of the year with the competent authority appointed by the Central Government	301
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#### WRIT PETITIONS AGAINST THE ORGANISATION

V.74 As on 1st April, 1991 there were 3,752 cases pending before various High Courts. During the year under review 1,189 fresh cases were filed. Thus out of a total of 4,941 cases before various High Courts, 377 cases were decided in favour of the Organisation and 83 cases were decided against the Organisation. 4,481 cases were pending before various High Courts as on 31st March, 1992.

#### IMPORTANT JUDGEMENTS CONCERNING THE ORGANISATION

V.75 In the Hon'ble Supreme Court of India--Civil Appeal No. 3,012 of 1990--Ravindra Chamaria and Others vs. The Registrar of Companies and Others alongwith connected Civil Appeal Nos. 3117/90, 3118/90, 3738/90 and 8081/90.

V.76 For offences committed under Employees' Provident Funds and Miscellaneous Provisions Act, 1952 an Officer of any company shall not be entitled to any relief under Section 633 of the Companies Act which provides protection against negligence or default if the officer has acted honestly and reasonably.

V.77 In the High Court of Punjab and Haryana, Chandigarh I.T.C. Limited vs. Regional Provident Fund Commissioner and Others--Writ Petition No. 7983 of 1976 and 412 of 1977 it was ruled that payment for additional hours work will not form part of basic wages under Employees' Provident Funds and Miscellaneous Provisions Act, 1952. Hon'ble Supreme Court also upheld this in Special Leave Petition (C) No. 5359-60 of 1987 and dismissed the Special Leave Petition,--vide order dated 11th July, 1991.



## VI. EXEMPTED ESTABLISHMENTS

### COVERAGE

There were 2,956 exempted establishments with 45,36,970 subscribers at the end of the year. The average number of subscribers in exempted establishments were 1,535 as compared to an average of 57 subscribers in the unexempted sector.

### CONTRIBUTIONS TRANSFERRED TO BOARDS OF TRUSTEES

VI.2 An amount of Rs. 2,107.49 crores were transferred to the respective Board of Trustees by the exempted establishments during the year as against Rs. 2,041.49 crores during the previous year representing an increase of Rs. 66.00 crores.

### INVESTMENTS MADE

VI.3 A sum of Rs. 1,797.36 crores invested by the exempted establishments during the year as against Rs. 2,020.04 crores in the previous year. Category-wise details of the investment is made by the exempted establishments during the year are given below :-

TABLE 1.--Investments made by the exempted Establishments category-wise during the year 1991-92

Sr. No.	Category	Amount (Rs. in crores)
1.	Central Govt. Securities ..	98.29
2.	State Govt. and State or Central Govt. Guaranteed securities	173.29
3.	Special Deposits ..	1,887.04
4.	Total (Gross) ..	2,158.62
5.	Less Redemption Proceeds ..	361.26
6.	Total (Net) ..	1,797.36

VI.4 Thus the total net investment of Provident Fund accumulations in respect of both exempted and unexempted establishments amounted to Rs. 4,070.11 crores during 1991-92 as against 3,948.15 crores during 1990-91.

### CONTRIBUTIONS IN ARREARS

VI.5 There were 161 exempted establishments which failed to transfer the provident fund contributions to their respective Boards of Trustees as on 31st March, 1992.



TABLE 2.--Exempted establishments in arrears in the matter of transfer of provident fund contributions to their respective Board of Trustees as on 31-3-1992.

Region	Establishments in default 31-3-92	Arrears as on 31-3-92 (Rs. in Lacs)	Establishments in defaults as on 31-3-91	Arrears as on 31-3-91 (Previous year)	Variation in arrears over the previous year	Variation in percentage terms
Andhra Pradesh	3	5.72	2	3.82	1.90	49.74
Bihar	18	377.26	13	1,294.10	-916.84	-70.85
Delhi	1	23.86	1	20.14	3.72	18.47
Gujarat	3	55.08	7	109.82	-54.74	-49.84
Haryana	1	283.00	1	299.95	-16.95	-5.65
Karnataka	1	1.74	1	1.74	0.00	0.00
Kerala	3	5.07	7	26.20	-21.13	-80.65
Madhya Pradesh	6	112.29	5	76.42	35.87	46.94
Maharashtra	23	444.44	18	252.32	192.12	76.14
North-East	2	11.84	1	5.80	6.04	104.14
Orissa	1	22.47	4	25.80	-3.33	-12.91
Punjab	0	0.00	0	0.00	0.00	0.00
Rajasthan	6	223.21	7	2.27	220.94	01.02
Tamilnadu	3	78.94	0	0.00	78.94	0.00
Uttar Pradesh	8	250.53	4	156.12	94.41	60.47
West Bengal	82	11,625.38	79	10,923.49	701.89	6.43
TOTAL :	161	13,520.83	150	13,197.99	322.84	2.44

VI.6 The arrears in the exempted sector are concentrated primarily in West Bengal region with Rs. 116.25 crores out of Rs. 135.21 crores, constituting 86% of the total arrears. There has been an increase in the amount of arrears by 2.44% over the previous year.

VI.7 The arrears pertaining to exempted sector is further classified industry-wise in Table-3 :

TABLE 3.--Industry-wise classification of Provident Fund arrears as on 31st March, 1992

Sr. No.	Industry	Amount of arrears (Rs. in lacs)	Percentage arrears
1.	Jute	7,632.91	56.45
2.	E.M.G.E.	3,211.31	23.75

Sr. No.	Industry		Amount of arrears (Rs. in lacs)	Percentage arrears
3.	Textiles	..	834.28	6.17
4.	Heavy and fine chemical	..	383.17	2.83
5.	Trading and Commercial	..	293.81	2.17
6.	Newspaper	..	291.55	2.16
7.	Road and motor transport	..	208.28	1.54
8.	Sugar	..	188.23	1.39
9.	Iron and steel	..	0.28	0.01
10.	Others	..	477.01	3.53
Total :			13,520.83	100.00

VI.8 It would be noted from Table-3 above that three industries namely Jute (7,632.91), E.M & G.E (3,211.31) and Textile (834.28) constitute a total arrears of Rs. 11,678.50 lakhs arrears or 86.37% of the total arrears.

VI.9 The arrears of the exempted sector are further bifurcated to show the defaults in Public and Private sector establishments as in Table-4 below :

TABLE 4.--Provident Fund arrears (Exempted Sector)--Public & Private Sector as on 31-3-92 (Amount Rs. lakhs)

Region		Public Sector	Private Sector	Total
Andhra Pradesh	..	0.60	5.12	5.72
N.E. Region	..	0.00	11.84	11.84
Bihar	..	355.04	22.22	377.26
Delhi		0.00	23.86	23.86
Gujarat	..	0.00	55.08	55.08
Haryana	..	283.00	00.00	283.00
Karnataka	..	--	1.74	1.74
Kerala	..	3.18	1.89	5.07
Madhya Pradesh	..	26.23	86.06	112.29
Maharashtra	..	153.25	291.19	444.44
Orissa	..	22.47	0.00	22.47
Punjab	..	--	--	--
Rajasthan	..	221.80	1.41	223.21

Region		Public Sector	Private Sector	Total
Tamil Nadu	..	78.94	--	78.94
Uttar Pradesh	..	35.90	214.63	250.53
West Bengal	..	3,130.31	8,495.07	11,625.38
Total :		4,310.72	9,210.11	13,520.83
Previous Year	..	(3,954.17)	(9,243.82)	(13,197.99)

VI.10 It would be noted from Table-3 above that a sum of Rs. 43.10 crores were in default from the Public Sector exempted establishments and Rs. 92.10 crores from the private sector exempted establishments. It would be further noted that in the private sector there had been a decrease in the arrears to the tune of Rs. 0.33 crores, whereas in the Public sector the arrears have gone up by Rs. 3.56 crores.

While there has been a reduction of arrears in respect of the exempted establishments in the private sector, there has been sharp increase of arrears in public sector establishments. In fact during the year some of the public sector establishments had increased their arrears compared to the previous year. The increase in arrears in respect of some of such establishments is given below :

Name of the estt.	Arrears as on		Increase
	31-3-92	31-3-91	
	(Rs. in lakhs)		
Machine and Allied Machineries Corporation, Durgapur	.. 1,185.95	858.22	327.73
Jessop, Calcutta	.. 695.00	395.00	300.00
Braithwait, Calcutta	.. 351.06	325.00	26.06
Westing house Saxby Farmer Calcutta	.. 295.16	246.16	49.00
Tyre Corporation of India Asansol	.. 39.61	25.51	14.10
South Bengal, Transport Corporation, Calcutta	.. 128.47	73.45	55.02
Smith Stanistreet Co. Calcutta	.. 28.70	--	28.70
Hindustan Heavy Electrical Corporation, Ranchi	.. 236.35	--	236.35
Rajasthan State Electricity Board, Jaipur	.. 204.39	--	204.39
Tanthai Pariyar Transport Corporation, Madras	.. 33.72	--	33.72
Cholan Roadways Corporation, Trichy	.. 24.44	--	24.44

Name of the estt.	Arrears as on		Increase
	31-3-92	31-3-91	
	(Rs. in lakhs)		
Dheeran Chinnamali Transport Corporation, Trichy	.. 20.78	--	20.78
Total	.. 3,402.89	2,071.60	1,330.99

It may be observed that some of the above public sector establishments became defaulters for the first time.

In respect of public sector establishments the recovery machinery was set in motion to recover the dues. There had reasonable success in realising the dues in respect of some of the public sector establishments. However, the arrears in respect of some of the establishments could not be realised due to severe financial crunch faced by such establishments.

VI.11 The status of the defaulting establishments are given in Table-5 below :

TABLE 5.--Classification of defaulting exempted establishments according to their status of functioning as on 31-3-92

Sr. No.	Classification of arrears	No. of defaulting establishments	Amount in arrears (Rs. in lakh)
(i)	Closure of establishments	.. 6	115.94
(ii)	Establishments under liquidation	.. 12	392.53
(iii)	Stay by High Courts	.. 16	1281.72
(iv)	Pre-take over--N.T.C.	.. 5	80.09
(v)	Post take over--N.T.C.	.. --	--
(vi)	Pre-take over--I.R.B.I.	.. 1	20.73
(vii)	Current dues--I.R.B.I.	.. --	--
(viii)	Establishments run by receivers/custodians	.. --	--
(ix)	B.I.F.R. Cases	.. 19	4,936.35
	Total (i) to (ix)	.. 59	6,827.36
(x)	Instalment cases	.. 15	1,608.00
(xi)	Other than above (On which effective measures could be taken)	.. 87	5,085.47
Total		.. 161	13,520.83



VI.12 Table-5 would show that Rs. 68.27 crores were due from the establishments which were either closed or under closure or under liquidation, or which had become sick or have been taken over by Government or nationalised or in respect of which recovery has been stayed by Courts. In these cases, the option available with the Organisation for recovering the dues is nil limited. Of the remaining arrears of Rs. 66.93 crores Rs. 16.08 crores were covered by instalment schemes whose recovery is monitored. Thus the remaining amount of Rs. 50.85 crores are effective recoverable arrear which is 37.61% of the total arrears.

VI.13 The region-wise data on the amounts lying with the Boards of exempted establishments uninvested as on 31st March, 1992 are given Table-6 below :

TABLE 6.--Un-invested amount as on 31-3-92 (Rs. in Lacs)

Region	Amount uninvested with BOT
Andhra Pradesh	302.91
N.E. Region	490.99
Bihar	278.65
Delhi	670.73
Gujarat	92.45
Haryana	104.97
Karnataka	382.24
Kerala	97.69
Madhya Pradesh	20.49
Maharashtra	1,030.51
Orissa	45.15
Punjab	13.71
Rajasthan	263.00
Tamil Nadu	516.21
Uttar Pradesh	9.61
West Bengal	157.67
Total	4,476.98

#### ACTION TAKEN TO LIQUIDATE ARREARS

VI.14 During the year 1991-92 in order to liquidate arrears 114 prosecutions under Section 14 were filed and 65 cases were decided. 1,520 cases were pending at the end of the year. Besides this 26 complaints were filed for offences punishable under Section 406/409 of I.P.C. against the defaulting employers who failed to remit the provident fund contributions deducted from the wages of their employees.



# ADVANCES GRANTED/PARTIAL WITHDRAWALS GRANTED TO SUBSCRIBERS

VI.15 A statement showing the advances sanctioned and amount paid to the subscribers by the exempted establishments during the year are given in Table 7 below :

TABLE 7.--Advances sanctioned and amount paid during year 1991-92

Category		Cases	Amount (Rs. in lakhs)
1. Financing L.I.C. Policy	..	4,005	49.06
2. Housing Advance	..	78,910	11,060.00
3. During Temporary closure	..	37,592	948.43
4. Illness of Members/Family Members	..	54,271	2,229.93
5. Member's own marriage	..	1,11,732	13,699.23
6. Others	..	82,212	6,098.54
Total	..	3,68,722*	34,085.19*

## SETTLEMENT OF CLAIMS

VI.16 The data on claims settled by the exempted establishments to their subscribers are given below in Table-8.

TABLE 8.--Provident Fund claims settled by exempted establishments

Category		Cases 1991-92	Amount (Rs. in lakhs)
1. Death Cases	..	3,857	1,597.94
2. Resignation/Termination	..	15,390	2,099.77
3. Retrenchment	..	8,132	1,560.98
4. Superannuation	..	16,516	12,123.70
5. Permanent Invalidation	..	520	186.50
6. Dismissal	..	2,255	145.54
7. Migration	..	445	175.84
8. Others	..	2,546	859.20
Total	..	49,643*	18,749.47*

## RATE OF INTEREST

VI.17 The Organisation declared interest rate of 12% for the credit to the accounts of subscribers of Statutory fund/un-exempted fund.

\*Information from 7 regions only.

The exempted establishments are required to declare interest to their subscribers which would not be lower than the interest rate declared for the subscribers of statutory un-exempted fund. Information with reference to 1,711 establishments were available out of which 179 establishments had not declared interest for the year. The broad pattern of the remaining 1,532 establishments which have declared interest are given in Table-9 below :

TABLE 9.--Interest declared by exempted Establishments

Rate of Interest	Number of Establishment	No. of subscribers involved
1. Higher than the Statutory rate ..	127	1,76,281
2. Equal to statutory rate ..	1,352	23,77,325
3. Less than statutory rate ..	53	52,896
Total	.. 1,532	26,06,502

## VII. EMPLOYEES' FAMILY PENSION SCHEME, 1971

The number of subscribers as on 31st March, 1992 under the Employees' Family Pension Scheme, 1971 stood at 136.68 lakhs as against 122.16 lakhs at the end of the previous year.

### COVERAGE AND CONTRIBUTIONS :

VII.2 A sum of Rs. 575.00 crores were received by way of contributions towards family pension fund during 1991-92. The Government contributions amounted to Rs. 190.15 crores. The contributions received since the inception of the Scheme amounted to Rs. 3,314.55 crores which comprised of Rs. 963.81 crores of Government's share and Rs. 2,350.74 crores of employers' and employees' share of contributions. The year-wise data of Family Pension contributions received are given in Appendix S-17.

VII.3 During the year under report, Rs. 837.26 crores were deposited in public account of the Central Government under the Employees' Family Pension Fund as against Rs. 663.75 crores during the previous year.

VII.4 The deposits in public account under this head comprised Rs. 273.31 crores by way of net share of Employees' and Employers' contributions, after deducting the amount paid for the benefits given under the Scheme. Government share of contributions constituted Rs. 190.15 crores and Rs. 373.80 crores by way of interest receipts and Rs. 47.38 crores of arrears upto the year 1990-91 realised and invested.

VII.5 The total balance in the Public Account as on 31st March, 1992 was Rs. 5,039.53 crores.

### ARREARS OF FAMILY PENSION CONTRIBUTIONS :

VII.6 A sum of Rs. 11.30 crores was in arrears towards Family Pension contributions to be recovered from defaulting employer as on 31st March, 1992 as against Rs. 10.88 crores at the end of the previous year.

### STEPS TAKEN TO LIQUIDATE ARREARS :

VII.7 The number of prosecutions filed during the year under report was as given below :--

Opening balance as on 1st April, 1991		22,079 (R)
Add fresh cases launched during 1991-92		4,438
Total cases for disposal :		26,517
Cases decided during the year;		
Convicted	1,886	} 2,350
Acquitted/	250	
Admonished		
Withdrawn	53	
Dismissed/	161	
discharged		
Pending cases as on 31-3-1992		24,167

The region-wise data of prosecution cases launched under Section 14 of the Act is given at Appendix S-12.

VII.8 Action was also taken under Section 8 of the Act by launching 6,101 Revenue Recovery Cases which involved a sum of Rs. 73.90 crores. During the year, 5,452 certificates were executed resulting in recovery of Rs. 2.70 crores. At the end of the year 16,960 RRCs involving a sum of Rs. 12.57 crores were pending for execution.

#### SETTLEMENT OF FAMILY PENSION CLAIMS (ALL BENEFITS):

VII.9 During the year under report 7.62 lakh family pension claims were settled as against 6.44 lakh claims settled during the previous year. This includes 18,576 monthly Family Pension claims settled during the year.

VII.10 The category-wise break up of family pension claims settled during the year 1991-92 is indicated in Table-1 :--

TABLE 1.--Category-wise Family Pension Claims

Category		No. of claims settled
Monthly Family Pension benefit	..	18,576
Life Assurance benefit	..	13,759
Retirement-cum-withdrawal benefit	..	6,69,922
Refunds	..	59,308
Total	..	7,61,565

The region-wise position of claims settled is given in Appendix S-13.

VII.11 In percentage term 6.40% claims of the total workload has been pending with the Organisation. In quantitative terms, 64,240 family pension claims were pending at the end of the year under report in various Provident Fund Offices. Of these pending cases, 56,340 claims were pending for less than 2 months, 7,611 claims were pending for period between 2 and 6 months and 289 claims were pending for the period between 6 and 12 months with the employers/claimants. The reasons for pendency as report by the regions include non-receipt of remittance or returns from establishments due to closure or non-functioning of the establishments, non-receipt of the report from the enquiring authorities regarding surviving family members.

#### SETTLEMENT OF MONTHLY FAMILY PENSION CASES :

VII.12 During the year under report 18,576 monthly pension claims were settled as against 17,996 claims during the previous year. At the end of the year 2,674 claims were pending for disposal in the various regional offices. Of the pending claims 2,203 claims were reported to be pending for less than two months. 446 cases were pending for period ranging

between two and six months and 25 cases were reported pending due to reference having been made to claimants/employers which are beyond 6 months and less than a year.

The region-wise data on settlement of monthly pension cases are given in Appendix S. 14.

VII.13 Monthly family pension cases settled since the inception of the Scheme may be seen below :--

MONTHLY FAMILY PENSION CLAIMS SETTLED :

Year		No. of cases settled
(a) From 1973 to 1986	..	38,715
(b) 1986-87	..	9,206
(c) 1987-88	..	13,109
(d) 1988-89	..	14,934
(e) 1989-90	..	16,786
(f) 1990-91	..	17,996
(g) 1991-92	..	18,576
Total upto 31-3-1992	..	1,29,362



## VIII. EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME, 1976

### COVERAGE UNDER THE SCHEME

VIII.1 All the employees who are members of the provident fund both in the exempted and the unexempted establishments are covered under this Scheme.

### CONTRIBUTIONS RECEIVED IN THE INSURANCE FUND :

VIII.2 During the year under report a sum of Rs. 72.47 crores was received by way of contributions towards the Insurance Fund which comprised of Rs. 50.47 crores as employers' share and Rs. 22.00 crores as Government share. The contribution and administrative charges received year-wise since inception of the Scheme are at Appendix S.18.

### INVESTMENTS :

VIII.3 With effect from 1st April, 1982 the contributions received in the "Insurance Fund" are kept in the Public Account after making payments, due on account of benefits provided under this Scheme. The rate of interest on such accumulations in the Public Account is 8.1/2%.

VIII.4 The position of investment of Insurance Fund is indicated in the Table given below :

TABLE 1.--Investment Employees' Deposit Linked Insurance Fund

Sr. No.	Type of Investment	Amount	(Rs. in crores)
1.	Investment in securities Balance as on 1-4-1991	..	1.85
	Less Redemption during (1991-92)	..	0.02
			1.83
2.	Deposit in Public Account	..	746.80
3.	Investment during 1991-92		
	(a) Employer's share of contribution net of payments	..	32.86
	(b) Government share of contribution	..	22.00
4.	Interest on investment in securities and Interest on balance amount kept in Public accounts	..	65.53
	Balance as on 31st March 1992	..	869.02

### CLAIMS SETTLED:

VIII.5 18,976 claims were settled and Rs. 16.20 crores were paid during the year under report. As compared to this, during the previous

year, the Organisation settled 17,033 claims and paid out Rs. 11.61 crores. 38,606 claims were there for disposal. Out of these, 13,089 claims were returned for want of complete particulars and 2,373 claims were rejected on the ground of being ineligible. Data on the claims settled and amount disbursed is given at Appendix-S. 15.

VIII.6 4,158 claims were pending for disposal at the end of the year as against 4,003 claims pending at the end of the previous year. 3,200 claims were pending for less than two months, 850 claims were pending between two and six months. 108 claims were reported pending for period ranging from six months to one year comprising of 89 claims having been referred to the claimants/employers calling for the wanting details and 19 claims were pending with various field Offices.

#### BENEFICIARIES UNDER THE SCHEME SINCE INCEPTION :

VIII.7 Upto the end of 31st March, 1992, the benefit under the Scheme was extended to 1,99,935 widows or legal heirs of the deceased members of the Scheme.

#### ARREAR :

VIII.8 A sum of Rs. 3.58 crores were in arrears towards contributions and Rs. 0.66 crore on account of administration and Inspection charges at the end of the year from the establishments.

#### STEPS TAKEN TO LIQUIDATE ARREAR :

VIII.9 The number of prosecution cases filed during the year under report was as given below :--

Opening balance as on 1st April, 1991	20,667 (R)
Add fresh cases launched during 1991-92	5,467

Total cases for disposal :	26,134
----------------------------	--------

#### Cases decided during the year;

Convicted	1980	}	2,656
Acquitted/			
Admonished	290		
Withdrawn	207		
Dismissed/			
discharged	179		

Pending cases as on 31st March, 1992	23,478
--------------------------------------	--------

The region-wise data of prosecution cases launched under Section 14 of the Act is given at Appendix S-16.

VIII.10 Action was also taken under Section 8 of the Act by initiating 5,960 Revenue Recovery Cases involving a sum of Rs. 141.57 lakhs. An amount of Rs. 80.28 lakhs were realised through the recovery process executed in 4,930 cases. At the close of the year 14,614 cases were pending involving a sum of Rs. 311.95 lakhs.

#### EXEMPTION FROM THE SCHEME :

VIII.11 The number of establishments which have been granted exemption from the Scheme upto 31st March, 1992 stood at 3,641 establishments.

# **IX. ANNUAL REPORT ON THE ADDITIONAL EMOLUMENTS (COMPULSORY DEPOSIT) ACT, 1974 FOR THE YEAR 1991-92**

The Employees' Provident Fund Organisation was entrusted with the administration of Additional Emoluments (Compulsory Deposit) Scheme, 1974 for the employees other than the employees of Government and Local Authorities.

POSITION AS ON 31ST MARCH, 1992

## **(1) Specified Authority-wise accounts maintained**

Additional Wages A/c	..	17865
Additional D.A. (Old) A/c	..	63601
Additional D.A. (New) A/c	..	66570

## **(2) Amount of deposits received in different A/cs upto the end of the year : 1991-92**

		(Amount in Crores)
Additional Wages Account	..	52.58
Additional D.A. (Old) Account	..	502.23
Additional D.A. (New) Account	..	220.52
Total	..	<hr/> 775.33 <hr/>

IX.2 An amount of Rs. 11.26 crores still remains to be refunded, due to non receipt of claims from the Specified Authorities even after issue of notices and circulars to the parties concerned.

IX.3 58 Specified Authorities are in default to the tune of Rs. 1.24 crore at the end of the year.

IX.4 Out of penal interest levied on 10,060 authorities amounting to Rs. 3.21 crores, a sum of Rs. 2.41 crores has been recovered.

The details of the amount received from the Government and the expenditure incurred are given in Appendix S-19.

## X. ADMINISTRATION OF THE ORGANISATION

### 1. MANPOWER

The manpower strength of the Organisation as on 31st March, 1992 was 15,829. The employees in position vis-a-vis the sanctioned strength at the end of the year appears below:--

#### MANPOWER POSITION ON 31ST MARCH, 1992

Category of Employee		Sanctioned strength	In position
Group "A"	..	377	325
Group "B"	..	1701	1510
Group "C"	..	13296	11848
Group "D"	..	2346	2146
TOTAL	..	17720	15829

X.2 Of the total number of Officers and staff in position, the number of Officers and staff belonging to Scheduled Castes and Scheduled Tribes as on 31st March, 1992 is as under :--

Category		Staff and Officers in position	Belonging to	
			SC	ST
Group "A"	..	325	35	16
Group "B"	..	1510	213	69
Group "C"	..	11848	2010	699
Group "D"	..	2146	762	220
TOTAL	..	15829	3020	1004

### 2. DEPARTMENTAL EXAMINATIONS

X.3 During the year under report the Organisation further consolidated the policy thrust of restoring the sanctity and integrity of the examination system. Systems and procedures similar to UPSC/Staff Selection Commission were established to ensure impartiality and fairness in the system. Schedule of the examination for various cadres was announced well in advance as per calendar and exams held on time. This went a long way in doing away with the malady of *ad-hoc* appointments which had been the order of the day for over a decade.

X.4 Departmental examinations were conducted for filling up of various posts falling under the examination quota. During the year 1991-92 the following examinations were held.



- |                          |                                                                                       |
|--------------------------|---------------------------------------------------------------------------------------|
| 1. L.D.C.                | .. 27th to 28th August, 1991                                                          |
| 2. U.D.C.                | .. 9th to 11th April, 1991 and<br>27th to 29th August, 1991<br>3rd to 5th March, 1992 |
| 3. Head Clerks/Assistant | .. 27th to 29th August, 1991                                                          |

X.5 A total number of 1,920 candidates from all the Regional and Sub-Regional Offices had appeared and 683 candidates were declared successful.

### 3. ADMINISTRATIVE INSPECTION

X.6 During the year under report fifteen inspections of Regional Offices were conducted by the Central Office. 24 Sub-Regional Offices were also inspected by the Regional Commissioners In-charge of the Regions. The notable achievements were appreciated and the deficiencies and irregularities observed were brought to the notice of the Regional Commissioners in-charge of the regions for rectification and compliance secured.

### 4. VIGILANCE

X.7 During this period 39 preventive vigilance inspections were conducted which acted as a deterrent against malpractices. 84 complaints from vigilance angle were received. Out of these 77 cases were taken up for investigation. In all investigations were completed in 87 cases including the brought forward cases. The Organisation adhered to all laid down vigilance procedures and finalised 81 disciplinary cases during the year.

### 5. ADMINISTRATIVE ACCOUNTS

X.7 The receipts and payments of Administration Account for the year 1991-92 relating to the three Schemes framed under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 is in Table III below :--

TABLE III.--Receipts and Payments of Administration Account under Employees' Provident Fund, Family Pension Fund and Employees' Deposit Linked Insurance Schemes

(Figures in lakhs of Rupees)

	E.P.F. and F.P.F.		E.D.L.I.	
	1991-92	1990-91	1991-92	1990-91
<b>Receipts</b>				
(a) Administration and Inspection Charges ..	8277.91	7179.79	315.67	313.61
(b) Interest on investment ..	696.86	210.26	2274.79	971.47
(c) Government contribution towards administration expenses ..	1194.86	2137.54	115.00	250.00

(Figures in lakhs of Rupees)

		E.P.F. and F.P.F.		E.D.L.I.	
		1991-92	1990-91	1991-92	1990-91
(d)	Receipts from other accounts ..	(-) 2.07	73.32	17.80	3.60
(e)	Misc. receipts ..	167.29	86.74	--	--
	Total Receipts ..	10334.84	9687.65	2723.26	1538.68
<b>Payments</b>					
(A)	Revenue expenditure ..	6059.41	5092.42	73.00	61.35
(B)	Capital expenditure ..	500.00	500.00	2.30	4.88
(C)	Building maintenance ..	2.89	7.43	--	--
(D)	Payments to other A/c. ..	1242.00	1044.61	1.38	6.07
	Total Payments ..	7804.43	6644.46	76.68	72.30
	Excess receipts/over payments ..	2530.41	3043.19	2646.58	1466.38

## 8. PRODUCTIVITY LINKED BONUS

X.9 The bonus declared for the employees of the Organisation under the revised Productivity Linked Bonus Scheme, for the year 1990-91 is given below :-

S.No.	Name of the Region	Bonus declared
1.	Andhra Pradesh	40
2.	Gujarat	40
3.	Karnataka	40
4.	Kerala	40
5.	Maharashtra	40
6.	North Eastern Region	40
7.	Orissa	40
8.	Punjab	40
9.	Rajasthan	40
10.	Tamil Nadu	40
11.	Haryana	39
12.	West Bengal	38
13.	Bihar	38
14.	Delhi	38
15.	Madhya Pradesh	34
16.	Uttar Pradesh	25
17.	Central Office (National Bonus)	40

## 9. SPORTS

X.10 During the course of the year All India Football Tournament was conducted in November, 1991 at Salt Lake Station in Calcutta and West Bengal region came out winners with Madhya Pradesh region as runners up. Karnataka Region won the All India Cricket Tournament which was held in January, 1992 at Pune and Central Office Delhi as runners up. In the All India indoor games Madhya Pradesh won the tournament with Andhra Pradesh as runner up. The tournament was held at Bangalore.

## 10. CANTEEN

X.11 The departmental canteens on subsidised basis have been set up in 14 Regional Offices. In addition, 11 co-operative canteens are functioning in Sub-Regional Offices. The usual subsidy for payment of wages of the canteen employees as prescribed was authorised during the year. Interest free loan upto Rs. 5,000 per canteen were granted and grant of uniform, equipments etc. also granted in addition.

## OUR SPORTSMAN



Shri Pritam Kumar (Central Office) receiving "Man of the Series" award from Shri Chandu Borde



## HUMAN RESOURCES DEVELOPMENT



Inauguration of Training Programme at N.A.T.R.S.S. by Secretary Labour,  
Shri S. Gopalan.



Secretary Labour addressing to Course Participants at N.A.T.R.S.S.

## XI. HUMAN RESOURCE DEVELOPMENT

The personnel in the Organisation has close interaction with public who are members of the fund as well as with the employers. They have to perform the job of counselling the members and employees as also enforce the provision of the Act.

XI.2 As a part of the integrated approach to the management of the social security system under the Act, motivation and professional skill of the employees were identified as key inputs for overall performance. In order to make the Organisation's personnel sensitive to the needs and aspirations of its members who are from the weaker sections of the society training and research were identified as important ingredients in overall strategy for achieving the objective of the Organisation.

XI.3 In order to fulfil the above objectives in a systematic manner, the National Institute for Training and Research in Social Security (NITRSS) was founded on 22nd October, 1990. The main objective of the Institute is to identify the training needs at different levels keeping in view the objectives of the Organisation and to design and mount training courses in order to upgrade technical skills in the personnel at all operational and managerial levels. It is also to organise analysis and research on the basis of available data for evaluating on going schemes and or policy options for supporting decision making at the Headquarter's level.

XI.4 NITRSS has a two tier structure with the apex institute located in Delhi catering to the training needs of Group "A" Officers as well as carrying out research functions for data support to the headquarters office. Under this national level institute, four zonal level institutes have been set up in Ahmedabad, Madras, Calcutta and Faridabad to cater to the training needs of manpower at the supervisory and operative level deployed in respective regions. The South Zone training institute has already become functional from September, 1991. Several training courses under the aegis of NITRSS and the Zonal training institutes have already been mounted.

XI.5 It is hoped that with an organised system of human resource development, the Organisation would be able to upgrade the professional skill and motivation of the personnel deployed and in turn equip them adequately for the challenging roles assigned. The creation of a research establishment will generate valuable data support and policy options enabling a more scientific approach to (i) management of social security monies, and (ii) extension of further benefits to the workers. The training programmes encompass;

- (a) Induction training courses for probationary Assistant Provident Fund Commissioners.
- (b) Courses on social security administration for middle/senior management level officers.
- (c) Courses on Personnel and Financial Management for Middle/Senior Management level Officers.
- (d) Professional courses on Discipline and Vigilance.
- (e) In service training for field officers.

- (f) Specialised courses in specific functional areas or operations.
- (g) Refresher course for Upper Division Clerks and Head Clerks.
- (h) Induction course for newly recruited Lower Division Clerks.

XI.6 Training programme conducted during the year involved participation of 961 officers and members of the staff. The data break-up is given below :--

Programme Name		No. of programmes conducted	No. of participants
<b>Programmes conducted through Zonal Training Institutes'</b>			
for Lower Division Clerks	..	09	217
Upper Division Clerks	..	03	56
Head Clerks	..	03	62
Combined programme for Superin- tendent, Assistant, Upper Division Clerks, Lower Division Clerks	..	07	138
Programme conducted for Enforce- ment Officers/Assistant Accounts Officers	..	02	49
<b>Programmes conducted by NITRSS</b>			
Workshop on Revenue Recovery and Operation of Section 8F of Act	..	05	120
Induction course for probationary Assistant Provident Fund Commissioners	..	01	19
Courses conducted on office procedure/Record Management	..	04	65
Courses conducted for employers and their representatives	..	03	190
<b>Subject based courses conducted by various outside Institutes</b>			
Computer awareness programme	..	04	45
Total	..	41	961

## XII. RESTRUCTURED MANAGEMENT INFORMATION SYSTEM

The Administrative Staff College of India, Hyderabad [ASCI], undertook a study of the information needs of the Organisation and recommended in all 191 returns to be furnished by the Sub-regional offices to Regional Offices and Regional Offices to Central Office. Taking into consideration the changeover problems coupled with the manual processing of statistics the Organisation adopted 21 monthly and 52 quarterly forms/returns as was designed by the Consultants, from 1st April, 1985.

XII.2 The information system so adopted involved Regional Offices to furnish 18 monthly returns, 51 quarterly returns and one annual return to the Central Office at Delhi. This meant that one Region in a year was required to furnish 421 returns. These 16 Regions in a year were required to furnish 6,736 returns.

### LIMITATIONS EXPERIENCED WITH THE PREVIOUS SYSTEM

(i) Since the number of returns required to be furnished by each region was so voluminous the productive time was lost only on issue of reminders to each other.

(ii) The cost incurred towards postal charges and other forms of communication for getting these returns was also exorbitant.

(iii) The number of returns being huge in number much of the time was consumed in posting of the statistical data leaving no time for proper analysis and meaningful interpretation of the data.

(iv) Due to the non-receipt of returns in time the information required by the management at the Central Office as well as at the Regional level the control actions and follow action. It left no scope for concurrent evaluation of data.

(v) The formats designed by ASCI in most of the cases required the reporting offices to indicate only the bare statistics. The data on brought forward workload and closing balances were not provided for. Due to this, these returns had limited value of posting in registers to be reflected in the annual reports. In the absence of workload and closing balance data no control action was possible.

XII.3 In view of the forgoing limitations the Organisation undertook a system study of the then existing "Management Information System" with the following objectives;

- (a) redesigning of formats to provide for a system whereby effective monitoring becomes possible;
- (b) reduce the number of returns.
- (c) enlarge information content base.

XII.4 With the above objective a system study was undertaken with the in-house capability and the restructured MIS so designed was deliberated at the All India Commissioners' Conference held in New Delhi



in July, 1991. The revised MIS has since been adopted by the Organisation from the quarter ending September, 1991. The number of returns as existed in the old system and the revised system which fully meets the above objectives are as under;

#### MANAGEMENT INFORMATION SYSTEM IN EPFO

##### Previous MIS System:

Monthly returns including Cap-II	19
Quarterly returns	51
Annual Return	1
Total No. of returns in a Quarter	108
Total No. of returns in a Year	433
Total No. of returns in a year to Central Office from 16 Region	6928

##### Restructured Current MIS System :

Monthly return Cap-II	1
Quarterly returns	31
Half-yearly	2
Annual Return	1
Total No. of returns in a Quarter	34
Total No. of returns in a Year	139
Total No. of returns in a year to Central Office from 16 Region	2224

**68% REDUCTION IN THE NUMBER OF RETURNS**

## OUR GUESTS FROM VIETNAM



Vietnamese Social Security Administrators being received in Central Office by C.P.F.C.



Vietnamese Delegation taking keen interest at the Central Office E.D.P. Centre

## OUR STEPS TOWARDS MODERNISATION



E.D.P. Centre (Central Office)



### XIII. COMPUTERISATION

The Organisation has switched over to computerised system of accounting for the last one and a half years. It has taken series of steps to develop its technical manpower to sustain and support the new computerised based accounting system.

XIII.2 The year 1991-92, witnessed introduction of computerised accounts preparing System in almost all the Regions of the Organisation. Further during this year software was developed and introduced to take Interest Suspense Account on Computer, another important area of work of the Organisation.

XIII.3 Preparation of annual statement of accounts on computer at various EDP Centres has substantially increased during the year. As compared to 143.02 lakhs of accounts of Provident Fund subscribers issued during the year 1989-90, this figure for the year 1990-91 went up to 162.45 lakhs and again for the year 1991-92 to 182.40 lakhs.

XIII.4 In the Central Office of the Organisation the EDP Centre attained greater strides when the monitoring of the Central Action Plan was completely taken on the computer system with the software developed with in house capability. Cash Books in respect of investment accounts of the three Schemes have also been taken on computer in the Central Office.

XIII.5 The success of the computerised system of working depends upon the pace at which the Organisation is able to train its manpower. In this direction, vigorous steps were taken during the year. At all the EDP Centres trained data entry operators have been posted. The Regional Offices have been divided into four zones and in each zone a training programme for imparting theoretical as well as practical training to EDP Managers, computer supervisors and Assistant Accounts Officers has been conducted.

XIII.6 Realising the need for prompt redressal of public grievances, a software on this activity area has been developed for use by EDP Centres in the Organisation. For preparation of Cash Books in respect of the deposits made by the employers, statements of defaulting establishments and of belated receipts of dues and register of demand, collection and balances etc., software was developed during the year and is under testing in Delhi Region for introduction at all EDP Centres.

XIII.7 To recapitulate the successful expansion of computerised system of working, it may be stated that during the year, five more E.D.P. Centres were opened at Jaipur, Bhubaneswar, Madras, Bangalore and Indore. The second E.D.P. centre in the Central Office at Sri Ram Centre was also introduced during the same period. Necessary spade work was also completed during the year so that the E.D.P. Centres in the remaining regions could be set up by September, 1992. One of the reasons for not completing our computer network by March, 1992, was difficulty in procuring hardwares from the vendors. In fact, this has been the major reason for our less progress in computerisation than planned. It should be also mentioned here that awaiting completion of the E.D.P. centre, work on the computer in the Regional Office, Punjab and in Sub-Regional Office, Agartala was carried out in collaboration with the N.I.C. on their spare machines.



XIII.8 To sustain the computer activity the Organisation has taken a series of steps to train its manpower to sustain and support the new computerised based accounting system and for a smooth change over from the manual system to the computerised system. In this direction, a three-tier training programme has been developed. Firstly, the data entry operators are exposed to hands-on training in the local N.I.C. Offices. Secondly, as soon as the hardware is installed in a Regional/Sub-Regional Office, in house trainers impart one week on the job training to the E.D.P. staff including E.D.P. Managers. Though the Head Clerks/Assistant Accounts Officers including Supervisors handling the work dealt with the E.D.P. centres are given extensive training in the zonal training programmes arranged exclusively for the officials of this organisation.

XIII.9 During the year 1991-92, four such programmes, for each zone, were held at Hyderabad, Patna, Delhi and Indore. 104 officials were trained in these programmes. In addition, Regional Provident Fund Commissioners and Assistant Provident Fund Commissioner (EDP Managers) have been imparted training to enable them to supervise properly the computer operations and make full use of the installed capacity. A training programme exclusively meant for the officers of this Organisation was arranged at Bombay during 1991-92. Arrangements are being made to hold more such training programmes to ensure adequate supply of trained manpower to the EDP centres. Further, in order to create awareness about the new procedures under computerised system, a publication titled "User's Guide on Electronic Data Processing Computerised Accounts Preparing System" has been issued.

XIII.10 Because of all these sustained activities during the year 97,39,417 account slips were prepared on computer.

#### **XIV. CONSTRUCTION ACTIVITY OFFICE BUILDING AND HOUSING TO STAFF**

##### **Office Building :**

At present 12 Regional Offices and 8 Sub-Regional Offices are housed in departmental buildings. Construction of office building at Faridabad, Kota, Shimla and Siliguri is in progress. Land for construction of office building has been purchased at Varanasi, Hubli, Ludhiana, Agartala, Goa, Rourkela, Gauhati, Meerut, Delhi (NITRSS), Nasik, Aurangabad, Rajkot, Calcutta, Jabalpur, Warangal and Gulbarga. Additional construction of office accommodation in Bombay is also being considered and plans are awaited from CPWD.

##### **Housing for staff :**

XIV.2 Construction of staff quarters are nearing completion in Calcutta, Kota, Calicut, Amritsar and Hyderabad. At Cuddapah (Phase-II), Madras (Phase-II) Shimla and Bhubaneswar (Phase-II) construction of staff quarters is in progress. Land has been purchased for construction of staff quarters at Cochin, Hubli, Meerut, Coimbatore, Rourkela, Cuddapah, Ludhiana, Mangalore, Guahati, Nasik, Rajkot and Warangal.

XIV.3 In addition to the above, the Organisation has also taken up the task of constructing two training institutes at Madras and Faridabad. The estimate for training institute at Madras has been accepted and the work is in progress.

#### XV. PROGRESSIVE USE OF HINDI

All round progress in implimentation of official language policy was achieved under the Official Languages Act. The major achievements in this area during the year under report are as under:

XV.2 Under the Hindi Teaching Scheme i.e. Prabodh, Praveen and Pragh, 217 Officers/staff were trained during the year. Apart from this 295 officers/staff are undergoing training in this area.

XV.3 In Hindi typing and stenography 272 Lower Division Clerks and 9 Stenographers were trained during the year respectively.

XV.4 247 staff members were trained in various field Offices by organising Hindi workshops to enable them to get full familiarisation in the usage of Hindi.

XV.5 At the Central Office Level Hindi Workshops were conducted and 40 staff members were trained towards increased and improved usage of Hindi in their day-to-day working.

## XVI. PUBLICITY

### PUBLICITY MEASURES

For creating awareness amongst the Provident Fund subscribers about the salient features of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the Employees' Provident Fund, Employees' Family Pension, 1971 and Employees' Deposit Linked Insurance Scheme, 1976 and the benefits provided to them under the above three Schemes, the following publicity programmes were carried out during the year, 1991-92.

### PUBLICITY THROUGH T.V. SPOT

XVI.2 30 second T.V. Spot on Employees' Deposit Linked Insurance Scheme conveying message for subscribers about the benefits provided under the Employees' Deposit Linked Insurance Scheme was telecast 4 times from Delhi and Lucknow Doordarshan Kendras in the Month of September, 1991 through the Directorate of Advertising and Visual Publicity (Ministry of Information and Broadcasting).

### PUBLICITY THROUGH T.V. PROGRAMMES/RADIO TALKS

XVI.3 Regional Provident Fund Commissioners were suggested to get in touch with the Station Director, Doordarshan/Akashwani of their respective State for giving programme/talk on Employees' Provident Fund over Doordarshan and Akashwani. From the feed back received from them, the Regional Provident Fund Commissioners Delhi, Karnataka, Orissa, Punjab, Rajasthan and Tamil Nadu appeared on Doordarshan and explained the salient features of the Employees' Provident Fund and Miscellaneous Provisions Act, 1952 and the benefits provided to the subscribers under the three Schemes during the year 1991-92. The talks of Regional Provident Fund Commissioners, Gujarat, Karnataka, Punjab, Rajasthan and Tamil Nadu on Employees' Provident Fund was also broadcast over Akashwani during the year 1991-92.

### PUBLICITY THROUGH PAMPHLETS

XVI.4 With a view to publicise the benefits available to the workers under the Employees' Provident Fund, Employees' Family Pension and Employees' Deposit Linked Insurance Schemes through Pamphlets, Directorate of Advertising and Visual Publicity was asked to devise designs of Pamphlets on the above three Schemes for issuing the Pamphlets.

### PUBLICITY THROUGH VIDEO FILM

XVI.5 For publicising the salient features of the Act and the benefits provided to the workers under the three Schemes through Video-Film, the work of production of Video-Film on Employees' Provident Fund was entrusted to Directorate of Advertising and Visual Publicity during the year 1991-92. The Script of the film on Employees' Provident Fund 'Ashaki-kiran' has been approved by this office for production of short video-film of 20 minutes duration.



## XVII. REDRESSAL OF GRIEVANCE OF SUBSCRIBERS

The Organisation in tune with its objective of service to subscribers extended utmost importance to the redressal of grievances of subscribers. For the first time in the history of the Organisation a "LOK ADALAT" was held in Punjab Region wherein the grievances of the subscribers were redressed on the spot. The Organisation also runs 10 Service Centres throughout the country for extending guidance to the subscribers. The declining trend in the number of grievances received during the year is a measure to the upgraded quality of our service and an unimpeachable index to the rising level of subscriber satisfaction.

XVII.2 The data of grievances received and redressed during the last four years upto 1991-92 are as under :-

		Year 1988-89	Year 1989-90	Year 1990-91	Year 1991-92
No. of grievances pending at the beginning of the year	..	6966	4352	3440	2594
Grievances received during the year	..	159530	114392	76831	39296
Total	..	166496	118744	80271	41890
Grievances disposed of during the year	..	162144	115304	77677	36110
Balance at the end of the year	..	4352	3440	2594	5780

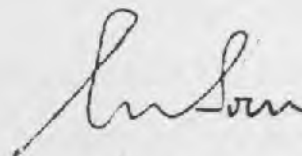
XVII.3 The above comparative figures highlights the favourable position and records a 48.86% drop in subscribers grievance in 1991-92 in comparison to 1990-91. Grievances are also heard in person in the Central Office/Regional Offices/Sub-Regional Offices on every Friday. In Central Office 1,324 grievances were heard. The grievances generally relate to non-settlement of provident fund/Family Pension Fund/Non transfer of Provident Fund and non-issue of annual statement of accounts.

## XVIII. INDUSTRIAL RELATIONS

Industrial relations during the year, by and large, remained normal and cordial. During the year two meetings were held with the All India Employees' Provident Fund Staff Federation--on 17th May, 1991 and another on 30th/31st December, 1991. The most significant event in industrial relations during the year was signing of an agreement between E.P.F. management and the All India E.P.F. Staff Federation by virtue of which the management agreed to give a series of economic benefits to the staff side and in lieu of that the staff side agreed to the introduction of computer based technology in the Organisation. The agreement was signed on 17th May, 1991. Most of the office-bearers of the affiliated unions of the Federation were also present on the occasion to lend their support to the agreement.

XVIII.2 During the year a few cases of industrial disputes were raised. A dispute was raised by the Karnataka E.P.F. Staff Union before the Regional Labour Commissioner (Central), Karnataka on 23rd April, 1991. They, however, on 25th May, 1991 deposed before the ALC (C) Bangalore that "since all major issues raised by the Federation/Unions is settled for introducing computer programme in the E.P.F. Organisation the representation dated 23rd April, 1991 may be treated as closed. During November, 1991 one faction of the Union in the Central and one faction of the Union in the Regional Office, Delhi created unrest and went on a programme of direct action. The agitation, however, failed, certain section of the agitating staff, including some office bearers, indulged in unfair labour practice for which they were taken to task. That faction also tried to raise a dispute before ALC(C) on the certain staff matters. However, this failed as it was pointed out by the management to the ALC(C) that the petitioners being supervisory staff drawing pay over Rs. 1,600 were not workmen and could not raise a dispute under the Industrial Disputes Act. The matter was, thereafter, closed by the ALC as the petitioner did not further press their point.

XVIII.3 There are twenty seven registered unions at the Regional and sub-Regional Offices out of which fourteen have been recognised by the management. The remaining thirteen could not be recognised due to non-verification of membership of these unions. Ministry of Labour has already been requested to start the process of next verification of the membership of all the unions operating in the E.P.F. Organisation through Chief Labour Commissioner (Central).



B. N. SOM,

Secretary, Central Board of Trustees &  
Central Provident Fund Commissioner.

## LIST OF MEMBERS

**Central Board of Trustees, Employees' Provident Fund  
(As on 31st March, 1992)**

**Chairman**

1. Shri Paban Singh Ghatowar,  
Dy Labour Minister,  
Government of India,  
New Delhi-110 001.

**Vice-Chairman**

2. Shri V.P. Sawhney, Secretary,  
Minsitry of Labour,  
Government of India,  
New Delhi-110 002.

**Members**

3. Shri P.C. Hota,  
Additional Secretary,  
Ministry of Labour,  
Government of India,  
New Delhi-110 001.
4. Smt. Kusum Prasad,  
Director General, Employees'  
State Insurance Corporation,  
New Delhi-110 002.
5. Shri Bhure Lal,  
Financial Adviser,  
Ministry of Labour,  
Government of India,  
Room No. 161, North Block,  
New Delhi-110 001.
6. Shri L.V. Sapatharishi,  
Joint Secretary,  
Ministry of Textile,  
Udyog Bhawan,  
New Delhi.
7. Shri V. Balasubramanian,  
Director,  
Ministry of Finance,  
Department of Economic Affairs,  
New Delhi.
8. Shri S.K. Arora, IAS  
Secretary to the Government of  
Andhra Pradesh,  
Labour Department,  
Hyderabad.

9. Shri S.K. Purkaystha,  
Secretary to the Government of Assam,  
Labour Department,  
Dispur (Gauhati).
10. Shri D.P. Maheshwari,  
Secretary to the Government of Bihar,  
Department of Labour and Employment,  
Patna.
11. Shri Vijay Ranchan,  
Secretary to the Government of Gujarat,  
Labour Department,  
Gandhinagar,  
Ahmedabad.
12. Shri Virendra Nath,  
Commissioner and Secretary to the  
Government of Haryana,  
Labour and Employment Department,  
Chandigarh.
13. Shri K.P. Singh,  
Secretary to the Govt. of Karnataka,  
Social Welfare and Labour Department,  
Bangalore-560 001.
14. Shri C.P. Nair,  
Secretary to the Govt. of Kerala,  
Labour Department,  
Trivandrum.
15. Shri Arun Kumar,  
Secretary to the Govt. of Madhya Pradesh,  
Labour Department,  
Bhopal.
16. Shri R.C. Iyer,  
Secretary to the Govt. of Maharashtra,  
Industry, Labour and Energy Department,  
Bombay-400 032.
17. Shri M.K. Purkait, IAS,  
Secretary to the Govt. of Orissa,  
Labour Department,  
Bhubaneswar-604 511.
18. Shri Swarn Singh Boparai,  
Secretary to the Govt. of Punjab,  
Labour and Employment Department,  
Chandigarh.
19. Shri Govindji Mishra,  
Commissioner and Secretary to the  
Government of Rajasthan,  
Labour Department,  
Rajasthan.



20. Shri R. Varadarajulu, IAS,  
Secretary to the Govt. of Tamil Nadu,  
Labour and Employment Department,  
Madras-600 009.
21. Shri Mohinder Singh,  
Commissioner and Secretary to the  
Government of Uttar Pradesh,  
Labour Department,  
Lucknow.
22. Shri A.K. Majumdar, IAS  
Secretary to the Govt. of West Bengal,  
Labour Department,  
Calcutta.
23. Shri A.K. Kasliwal,  
M/s. S. Kumar Enterprises (Synfabs)  
Private Limited ,  
Niranjan Building,  
99, Marine Drive,  
Bombay-400 002.
24. Shri Waris R. Kidwai  
Secretary General SCOPE,  
SCOPE COMPLEX, 7, Lodhi Place,  
New Delhi-110 003.
25. Shri J.P. Chowdhary,  
M/s. Titagarh Steel Limited  
113, Park Street,  
Calcutta-700 016.
26. Shri S.K. Nanda,  
Secretary General,  
Employers Federation of India  
Army and Navy Building,  
148, Mahatma Gandhi Road,  
Bombay-400 023.
27. Shri N. Kannan,  
Secretary,  
Employers' Federation of Southern India,  
Karumuttu Centre,  
498, Anna Salai,  
Madras-600 035.
28. Shri C.K. Hazari,  
D-910, New Friends Colony,  
New Delhi-110 065.
29. Shri Susanta Sengupta,  
General Manager (Technical),  
Standing Conference of Public Enterprises,  
SCOPE COMPLEX, 7, Lodhi Place,  
New Delhi-110 003.

30. Shri Sushant Nath,  
Deputy Secretary,  
All India Organisation of Employers,  
Federation House, Tansen Marg,  
New Delhi-110 001.
31. Shri Vijay G. Kalantri,  
M/s. Abro Industries,  
73, Bombay Samachar Marg,  
Bombay-400 023
32. Shri P.B. Duggal,  
E-222, New Rajinder Nagar,  
New Delhi.
33. Shri Praduman Singh,  
Secretary,  
Punjab State Committee,  
All India Trade Union Congress,  
Ekta Bhawan, Putlighar,  
Amritsar.
34. Shri A. Venkataram,  
Bhartiya Mazdoor Sangh,  
Karnataka State,  
Subedar Chetram Road,  
Bangalore-560 009.
35. Shri Hasmukh Bhai Dave,  
Advocate,  
Gayatri, Rajput Para,  
(B.M.S.) Main Road,  
Rajkot-360 001.
36. Shri Kisan Tulpule,  
General Secretary,  
Textile Workers Federation of India (HMS),  
'Shram Sadhana' 57-D.V. Pradhan Road,  
Dadar, Bombay-400 014.
37. Shri Haribhau Naik,  
Secretary, I.N.T.U.C.,  
C/o Rashtriya Mill Mazdoor Sangh,  
G.D. Ambedkar Marg, Parel,  
Bombay-400 012.
38. Shri Samar Chakraborty,  
Vice-President, INTUC, Bengal Branch,  
177/B, Acharya Jagdish Bose Road,  
Calcutta-14.
39. Shri Laxmi Prasad Singh,  
(INTUC), 19, Lajpatrai Marg,  
Lucknow.

40. Shri V.P. Marakkar  
President,  
INTUC,  
Kerala Branch,  
Edappally,  
Cochin-24.
41. Shri V.B. Cherian,  
Secretary,  
Centre of Indian Trade Unions,  
Valanparambil,  
Near Thaikkavu Jn.  
Vennala P.O.  
Kochi-25.
42. Shri Fatick Ghosh  
Secretary, All India Committee,  
U.T.U.C. (Lenin Sarani),  
72/2/1, Lenin Sarani (1st floor),  
Calcutta-700 013.
43. Central Provident Fund Commissioner  
*Ex-Officio* Member of the Board.

**Industries/Classes of Establishments to which the Employees' Provident  
Funds and Miscellaneous Provisions Act, 1952 Applied  
as on 31st March, 1992**

Date of Extension	Industries/Classes of Establishments
1st November, 1952	<ol style="list-style-type: none"> <li>1. Cement</li> <li>2. Cigarettes</li> <li>3. Electrical, Mechanical or General Engineering Products</li> <li>4. Iron and Steel</li> <li>5. Paper</li> <li>6. Textiles (made wholly or in Part of Cotton or wool or jute or silk whether natural or artificial)..</li> </ol>
31st July, 1956 (7 to 19)	<ol style="list-style-type: none"> <li>6A. Jute</li> <li>7. Edible Oils and Fats</li> <li>8. Sugar</li> <li>9. Rubber and rubber products</li> <li>10. Electricity including generation, transmission and distribution thereof</li> <li>11. Tea (except in the state of Assam where the Govt. of Assam have instituted a Separate Provident Fund Scheme for the industry including plantations.</li> <li>12. Printing (other than printing industry relating to newspaper establishments as defined in the Working Journalists (conditions of Service and Misc. Provisions Act, 1955) including the process of composing types or printing, printing by letter press, lithography, photogravure or similar Process of book binding</li> <li>13. Stone-ware pipes</li> <li>14. Sanitary Wares</li> <li>15. Electrical porcelain Insulators of high and low tension</li> <li>16. Refractories</li> <li>17. Tiles</li> <li>18. Matches</li> <li>19. Glass</li> </ol>

Note.--Till the 31st March, 1962 the Scheme was not applicable to the following :--

- (i) Match factories having annual Production of five lakhs/gross boxes of matches or less
- (ii) Such glass factories other than sheet glass shell factories as have an installed capacity of 600 tonnes per month or less



30th September, 1956 (20 to 23)	20. Heavy and Fine chemicals including :- (i) Fertilizer (ii) turpentine (iii) Resin (iv) Medical and pharmaceuticals preparations (v) Toilet preparations (vi) Soaps (vii) Inks (viii) Intermediates dyes colour lacs and toners (ix) Fatty acid and oxygen acetylene and carbon dioxide gases. (The Act was actually enforced in the industry with effect from 31st July, 1957)
	21. Indigo 22. Lac including shellac 23. Non-edible vegetables and animal oils and fats.
31st December, 1956	24. Newspaper establishments
31st January, 1957	25. Mineral Oil
30th April, 1957 (26 to 30A)	26. Tea plantations (other than the tea plantations in the State of Assam) 27. Coffee plantations 28. Rubber plantations 29. Cardamom plantations 30. Pepper plantations 30A. Mixed plantations
30th November, 1957 (31 to 37)	31. Iron Ore Mines 32. Manganese Mines 33. Limestone Mines 34. Gold Mines 35. Industrial and Power Alcohol 36. Asbestos Cement Sheets 37. Coffee curing establishments
30th April, 1958	38. Biscuit making industry (including composite units making biscuit, such as bread, confectionery and milk)
30th April, 1959	39. Road Motor Transport Establishments
31st May, 1960 (40 & 41)	40. Mica Industry 41. Mica Mines
30th June, 1960 (42 and 43)	42. Plywood 43. Automobile repairing and servicing
31st December, 1960 (44 to 46)	44. Rice Milling 45. Dal Milling 46. Flour Milling
31st May, 1961	47. Starch

30th June, 1961  
(48 to 52)

- 48. Hotels
- 49. Restaurants
- 50. Establishments engaged in the storage or transport or distribution of petroleum or Natural gas or products of either petroleum or natural gas.
- 51. Petroleum or natural gas Explorations, prospecting drilling or production
- 52. Petroleum or natural gas refining

31st July, 1961  
(53 to 57)

- 53. Cinemas (including preview theaters)
- 54. Film production
- 55. Film studios
- 56. Distribution concerns dealing with exposed films
- 57. Film processing Laboratories

31st August, 1961

- 58. Leather and Leather products

30th November, 1961  
(59 and 60)

- 59. Stone-ware Jars
- 60. Crockery

31st December, 1961

- 61. Every cane farm owned by the owner or occupier of a sugar factory or cultivated by such owner or occupier or any person on his behalf.

30th April, 1962

- 62. Trading and commercial establishments engaged in the purchase, sale or storage of any good including establishment of exporter, importer, advertiser, commission agents and brokers and commodity and stock exchanges, but not including banks or warehouses established under any Central or State Act

30th June, 1962

- 63. Fruit and vegetable preservation

30th September, 1962

- 64. Cashewnuts

31st October, 1962  
(65 to 69)

- 65. Establishments engaged in the processing or treatment of wood including manufacture or hardboard chipboard, jute or textile wooden accessories, cork products, wooden sports goods, cane or bamboo products, batten separators.
- 66. Saw mills
- 67. Wood seasoning kilns
- 68. Wood preservation plants
- 69. Wood workshop

31st December, 1962

- 70. Bauxite Mines

31st March, 1963  
(71 to 76)

- 71. Confectionery
- 72. Laundry and Laundry services
- 73. Buttons
- 74. Brushes

	75. Plastic and plastic products
	76. Stationery products
31st May, 1963	77. Theaters where dramatic performance or other forms of entertainments are held and where payment is required to be made for admission as audience or spectators
	78. Societies, clubs or associations which provide board or lodging or both facility for amusement or any other service to any of their member or to any of their guest on payments
	79. Companies, societies, associations, clubs or troupes which give any exhibition or acrobatic or other performance or both, in any arena circular or otherwise or perform or permit any other form of entertainment in any place, other than a theater, and require payments for admission into such exhibition or entertainment as spectators or audience
31st August, 1963 (80 and 81)	80. Canteens
	81. Aerated water, soft drinks or carbonated water
31st October, 1963	82. Distilling and rectifying of spirits (not falling under industrial and power alcohol) and blending of spirits
	83. Paint and Varnish
31st January, 1964 (83 and 84)	84. Bone crushing
	85. Pickles
30th June, 1964 (85 and 86)	86. China Clay Mines
31st October, 1964 (87 to 92)	87. Attorneys as defined in the Advocates Act, 1965 (25 of 1961)
	88. Chartered or registered Accountants as defined in the Chartered Accountants Act, 1949 (38 of 1949)
	89. Cost and Works Accountants within the meaning of the cost and Works Accountants Act, 1959 (23 of 1959)
	90. Engineers and Engineering Contractors not being exclusively engaged in building and construction industry
	91. Architects
	92. Medical Specialists
31st December, 1964	93. Milk and milk products
31st January, 1965 (94 to 96)	94. Travel agencies engaged in :--
	(i) booking of international air and sea passages and other travel arrangements and
	(ii) booking or internal air and mail passages and other travel
	(iii) forwarding and clearing of cargo from and to overseas and within India

	95. forwarding agencies engaged in the collecting, packing, forwarding or delivery of any goods including cargo; loading breakbulk service and foreign freight service
	96. Non-ferrous metals and alloys in the form of ingots
31st March, 1965	97. Bread
30th June, 1965	98. Steaming, redrying, handling sorting, grading or packing of tobacco leaf.
31st July, 1965	99. Agarbatte (including dhoop and dhoopbatte)
30th September, 1965	100. Magnesite Mines
30th September, 1965	101. Coir (excluding the spinning sector)
31st December, 1965	102. Stone quarries producing roof and floor slabs, dimension stones, monumental stones and mosaic chips stones and mosaic chips.
31st January, 1966	103. Bank doing business in one State or Union Territory and having no department or branches outside that State or Union Territory.
30th June, 1966	104. Tobacco industry that is to say any industry engaged in the manufacture of Cigars, Zarda, Snuff, Quivam and Guraku from Tacco.
31st July, 1966	105. Paper Products
30th September, 1966	106. Licensed salt
30th April, 1967 (107 & 108)	107. Linoleum
31st July, 1967	108. Indoleum
31st August, 1967	109. Explosives
31st October, 1967	110. Jute bailing or pressing
30th November, 1967	111. Fireworks and percussion cap work
31st August, 1968 (113 to 119)	112. Tent making
	113. Barytes Mines
	114. Dolomite Mines
	115. Fireclay Mines
	116. Gypsum Mines
	117. Kyanite Mines
	118. Silmanite Mines
	119. Steatite Mines
31st December, 1968	120. Chinchona Plantations
30th June, 1969	121. Ferro Manganese
30th June, 1969 (122 and 123)	122. Ice or ice-cream
31st January, 1970	123. Diamond Mines
	124. General insurance business



31st May, 1971	125. Establishments rendering expert service such as supplying of personnel, advice on domestic or departmental enquiries, special service in rectifying pilferage thefts and pay roll irregularities to factories and establishments on certain terms and conditions as may be agreed upon between the establishments and establishments rendering expert service
30th November, 1971	126. Factories engaged in winding of thread and yard reeling
31st March, 1972	127. Railway booking Agencies run by Contractors or other private establishments on commission basis
30th September, 1972	128. Cotton ginning, bailing and pressing
31st March, 1973	129. Every mess, not being a military mess
31st May, 1974	130. Katha making
31st August, 1974	131. Establishments known as hospitals run by any individual association or institution
30th April, 1973	132. Beer manufacturing
30th September, 1974	133. Sorting, cleaning and testing of cotton waste
30th November, 1974	134. Societies, Clubs and associations which render service to their members, without charging any fees over and above the subscription fee or membership fee
	135. Garments making factories
31st December, 1974	136. Agricultural farms, fruit orchards, botanical garden and zoological gardens
30th June, 1975	137. Soap-stone mines and establishments engaged in the grinding of soap-stone.
31st July, 1976 (138 to 150)	138. Apatite Mines 139. Asbestos Mines 140. Calcite Mines 141. Ball-clay Mines 142. Corundum Mines 143. Emerald Mines 144. Feldspar Mines 145. Silica (sand mines) 146. Quartz Mines 147. Ochre Mines 148. Chromite Mines 149. Graphite Mines 150. Fluorite Mines
28th February, 1977 (151 to 153)	151. Establishments which are factories engaged in the manufacture of glue and gelatine 152. Stone quarries producing stone chips, stone sets, stone boulders and ballasts

	153. Establishments engaged in Fish processing and non-vegetable food preservation industry including bacom factories and pork processing plants
31st May, 1977	154. Establishments engaged in manufacture of beedi
31st December, 1979	155. Financing establishments (other than banks) not being the Unit Trust of India, the Agriculture Refinance Corporation, Industrial Development Bank of India, the Industrial Finance Corporation of India, the State Finance Corporation
31st January, 1979	156. Lignite Mines
31st July, 1979	157. Ferro Chrome
31st May, 1980 (158 to 160)	158. Diamond cutting 159. Quarsite Mines 160. Inland water transport establishments
31st October, 1980 (161 and 162)	161. Building and construction 162. Manufacture of Myrobalan extract Powder, Myrobalan extract solid and vegetable tanning blended extract
30th November, 1980	163. Brick
23rd November, 1981	164. Establishments engaged in Stevedoring loading and unloading of ships
7th December, 1981 (165 and 166)	165. Establishments engaged in poultry farming 166. Establishments engaged in cattle feed industry
6th March, 1982 (167 to 172)	167. Any University 168. Any college, whether or not affiliated to a University 169. Any School, whether or not recognised or aided by the Central or a state Government 170. Any scientific institution 171. Any institution in which research in respect of any matter is carried on 172. Any other institution in which the activity of imparting knowledge or training is systematically carried on
1st January, 1984	173. Industries based on asbestos as principal raw material on voluntary basis
1st September, 1989	174. Industries manufacturing Iron ore pellets

## EMPLOYEES' PROVIDENT FUND ORGANISATION

Region-wise distribution of establishments and subscribers  
as on 31st March, 1992

Name of the Region	Exempted Establishments	Un-exempted Establishments	Total Establishments	Subscribers Exempted Establishments	Subscribers Un-exempted Establishments	Total Subscribers
Andhra Pradesh	109	19524	19633	276651	917036	1193687
Bihar	215	6812	7027	368028	323369	691397
Delhi	205	13419	13624	314741	408370	723111
Gujarat	82	21422	21504	237266	704561	941827
Haryana	22	6392	6414	32438	336426	368864
Karnataka	134	13848	13982	266834	853972	1120806
Kerala	77	7951	8028	56096	749648	805744
Madhya Pradesh	40	7308	7348	244118	551124	795242
Maharashtra	438	27041	27479	822843	1920572	2743415
N. E. Region	32	2166	2198	54863	137837	192700
Orissa	42	4573	4615	96662	384976	481638
Punjab	32	9838	9870	56273	613580	669853
Rajasthan	48	6056	6104	134029	365412	499441
Tamil Nadu	453	23916	24369	453363	1820727	2274090
Uttar Pradesh	178	15692	15870	228402	879498	1107900
West Bengal	849	23218	24067	894363	1111302	2005665
Total :	2956	209176	212132	4536970	12078410	16615380
Previous Year :(1990-91)	2933	204053	206986	4376795	11330481	15707276
Increase over previous year	23	5123	5146	160175	747929	908104

**Concentration of Subscribers & Establishments in Twenty Five Major Industries/  
Class of establishments as on 31st March, 1992**

Sr. No.	Name of the Scheduled Industry/ Class of Establishments Notified by the Central Government	Number of Subscribers within the Industry	Percentage of Subscri- bers within Industry	Number of Establish- ments with- in the Industry	Percentage of Establishment within the Industry
1.	Electrical, Mechanical or General Engineering	2675911	16.11	33826	15.95
2.	Textile	1746128	10.51	11733	5.53
3.	Beedi	1161191	6.99	3463	1.63
4.	Trading and Commercial	1072816	6.46	18706	8.82
5.	Heavy and Fine chemical	737183	4.44	6256	2.95
6.	Road and Motor Transport	691460	4.16	3842	1.81
7.	Electricity generation, transmission & distribution	533579	3.21	1763	0.83
8.	Iron and Steel	487015	2.93	2970	1.40
9.	Sugar	433917	2.61	2673	1.26
10.	Tea (Except in the State of Assam)	322567	1.94	620	0.29
11.	Paper	262191	1.58	1945	0.92
12.	Jute	235784	1.42	111	0.05
13.	Educational Institutions	420398	2.53	24982	11.78
14.	Rubber and Rubber products	223553	1.35	2883	1.36
15.	Edible oil and fats	214251	1.29	2534	1.19
16.	Tea plantations (other than the State of Assam)	208168	1.25	676	0.32
17.	Banks (doing business in one State or UT)	206681	1.24	1443	0.68
18.	Cement Industry	186627	1.12	595	0.28
19.	Cashewnuts	186114	1.12	877	0.41
20.	Hotel and Restaurants	179863	1.08	5172	2.44
21.	Automobile repairing and servicing	173227	1.04	1543	0.73
22.	Cigarettes	150211	0.90	1653	0.78
23.	Printing	134036	0.81	3066	1.45
24.	Glass	129861	0.78	1289	0.61
25.	Building and construction	116431	0.70	2979	1.40
Total :		12889163	77.57	137600	64.87



## EMPLOYEES' PROVIDENT FUND ORGANISATION

APPENDIX S-3(i)

Investment Portfolio, EPF [Main Account] holdings  
as on 31st March, 1992 (Face Value)

[Rupees in lakhs]

Category of Investment	RATE OF INTEREST												
	5.25%	5.50%	5.75%	6.00%	6.25%	6.50%	6.75%	7.00%	7.25%	7.50%	8.00%	8.25%	8.75%
Central Loan	.. 141.55	3495.24	25390.70	236.21	29.44	192.03	153.57	140.09	1.60	2756.36	86.44	0.92	8.34
State Government Securities													
Andhra Pradesh	..						466.70	2191.16		0.23		2340.28	
Assam	..						227.54	378.00					
Bihar	..						274.21	951.73					
Gujarat	..						806.67	1623.99		6.02			
Haryana	..						368.92	750.00					
Himachal Pradesh	..						22.40	16.75				92.00	
Jammu & Kashmir	..						29.15	160.84				142.71	
Karnataka	..						396.20	975.13		0.20		509.00	
Kerala	..						435.09	1403.61		0.50			
Madhya Pradesh	..						155.40	375.25					
Maharashtra	..						700.12	718.04		6.62			10.19
Manipur	..						80.00	10.00					
Meghalaya	..						6.00	0.00				40.00	
Nagaland	..						150.00	140.00					
Orissa	..						308.81	959.80				1822.37	
Punjab	..						47.34	600.00					
Rajasthan	..						1043.60	1861.93		2.30			
Tamil Nadu	..						1045.43	514.82		0.49			5.59
Tripura	..						76.90	200.00					
Uttar Pradesh	..						1504.37	1889.70		1.49		2940.18	
West Bengal	..						629.55	374.55		1.78			2.17
Govt. Guaranteed Securites	..												
Post Office Time Deposit	..												
Special Deposit Scheme	..												
Total	.. 141.55	3495.24	25390.70	236.21	29.44	192.03	8927.97	16235.39	1.60	2775.99	86.44	7887.46	26.29

**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
Investment Portfolio, EPF (Main Account) holdings  
as on 31st March, 1992 (Face Value)

APPENDIX S-3 (ii)

[Rupees in lakhs]

Category of Investment	RATE OF INTEREST											Total Within the category	Grand Total
	9.00%	9.25%	9.50%	9.75%	10.00%	10.20%	10.25%	10.50%	11.00%	11.30%	11.50%	12.00%	
Central Loan	50.76	0.90	765.54		9494.56	1.35	1964.77	7555.93	0	0.15	10083.29	62549.74	62,549.74
State Govt. Securites ..													
Andhra Pradesh	503.03			845.89					250.99				6598.28
Assam	20.00												625.54
Bihar	112.00			60.36					200.00		1235.15		2833.45
Gujarat	0.27			6.25					1.00				2444.20
Haryana	60.00												1178.92
Himachal Pradesh	70.00												201.15
Jammu & Kashmir	85.30												418.00
Karnataka	100.20			505.00					200.00				2685.73
Kerala	119.10			950.00					150.25				3058.55
Madhya Pradesh	100.00			100.00									730.65
Maharashtra	16.34			1.13					0.98				1453.42
Manipur	10.80												100.80
Meghalaya	10.00												56.00
Nagaland	160.00			20.00									470.00
Orissa	400.00			210.52					50.00			239.47	3990.97
Punjab	24.69												672.03
Rajasthan	100.00			325.43					0.25				3333.51
Tamil Nadu	50.60			973.68					50.00				2640.61
Tripura	10.00			20.00					150.00				456.90
Uttar Pradesh	200.42			1211.99					342.20				8090.35
West Bengal	102.60			35.80					51.04				1197.49
Govt. Guaranteed Securites													43,236.55
Post Office Time Deposit													38,166.85
Special Deposit Scheme													37.28
													13,64,947.41
Total :	2306.11	0.90	765.54	5266.05	9494.56	1.35	1964.77	7555.93	1446.71	0.15	11318.44	239.47	105786.29
													15,08,937.83

**EMPLOYEES PROVIDENT FUND SCHEME, 1952**  
**[Revenue Recovery Certificates]**

Region	Opening Balance as on 1-4-1991	Amount involved Opening Balance	Certificates issued (1991-92)	Amount in Certi- ficates issued during (1991-92)	Total RRCs for disposal	Total Amount involved (Rs. lacs)	RRCs executed [Cases]	RRCs Execut- ed Amount (in lacs)	RRCs Pending as on 31-3-1992	Amount involved in pending cases
Andhra Pradesh	1684	534.19	446	152.89	2130	687.08	628	145.10	1502	541.98
Bihar	307	244.98	46	9.54	353	254.52	51	66.53	302	187.99
Delhi	1011	181.04	394	55.29	1405	236.33	252	24.54	1153	211.79
Gujarat	352	363.77	410	281.14	762	644.91	177	229.85	585	415.06
Haryana	693	369.54	283	177.89	976	547.43	195	84.48	781	462.95
Karnataka	362	235.92	93	55.90	455	291.82	124	50.20	331	241.62
Kerala	951	383.21	700	168.66	1651	551.87	590	182.83	1061	369.04
Madhya Pradesh	1604	803.78	1468	1242.15	3072	2045.93	1426	812.18	1646	1233.75
Maharashtra	5509	1049.30	372	727.37	5881	1776.67	334	87.81	5547	1688.86
N.E. Region	494	107.79	28	26.34	522	134.13	247	38.16	275	95.97
Orissa	535	196.94	178	429.08	713	626.02	206	189.60	507	436.42
Punjab	595	140.23	540	60.36	1135	200.59	283	73.70	852	126.89
Rajasthan	762	171.59	105	26.72	867	198.31	126	41.30	741	157.01
Tamil Nadu	1090	564.89	923	304.20	2013	869.09	1179	412.46	834	456.63
Uttar Pradesh	3082	1811.83	217	167.74	3299	1979.57	1360	1283.99	1939	695.58
West Bengal	433	935.13	562	4475.17	995	5410.30	180	398.94	815	5011.36
<b>TOTAL :</b>	<b>19464</b>	<b>8094.13</b>	<b>6765</b>	<b>8360.44</b>	<b>26229</b>	<b>16454.57</b>	<b>7358</b>	<b>4121.67</b>	<b>18871</b>	<b>12332.90</b>

## APPENDIX-S.5

## PROSECUTION CASES UNDER SECTION 14 OF THE EPF &amp; MP ACT, 1952 FOR NON-PAYMENT OF PROVIDENT FUND CONTRIBUTIONS DURING 1991-92

Region	Opening balance as on 01.04.91	Cases launched during [91-92]	Total cases for disposal	Cases resulted in conviction	Cases Acquitted Admonised	Cases with- drawn	Cases dismiss- ed/dis- charged	Total cases decided as on 31.3.92	Cases pending as on 31.3.92	Cases pending less than six months	Cases pending [6 months to one Yr.]	Cases pending [one to two Yr.]	Cases pending [two to three Yr.]	Cases pending [more than three Yrs.]
Andhra Pradesh	5228	2482	7710	831	67	47	0	945	6765	3947	1605	1017	0	196
Bihar	7635	232	7867	0	57	0	0	57	7810	0	2270	2753	0	2787
Delhi	765	75	840	147	66	46	4	263	577	41	203	149	0	184
Gujarat	1151	102	1253	3	0	0	0	3	1250	100	124	933	0	93
Haryana	1527	138	1665	0	0	0	0	0	1665	146	208	684	0	627
Karnataka	1933	355	2288	145	4	0	192	341	1947	537	467	544	0	399
Kerala	227	116	343	60	0	0	0	60	283	70	18	152	0	43
Madhya Pradesh	1405	852	2257	0	0	0	0	0	2257	660	384	52	0	1161
Maharashtra	6178	218	6396	760	16	9	23	808	5588	872	736	1107	0	2873
N.E. Region	898	0	898	0	89	0	0	89	809	0	0	209	0	600
Orissa	1312	4	1316	0	45	0	0	45	1271	101	125	569	0	476
Punjab	542	60	602	524	0	0	0	524	78	46	20	10	0	2
Rajasthan	219	0	219	11	0	0	0	11	208	0	0	125	0	83
Tamil Nadu	1530	141	1671	0	0	0	0	0	1671	3	138	685	0	845
Uttar Pradesh	2150	46	2196	0	0	0	0	0	2196	40	147	518	1491	0
West Bengal	30342	1219	31561	811	64	53	174	1102	30459	1023	1795	11076	0	16565
TOTAL :	63042 (R)	6040	69082	3292	408	155	393	4248	64834	7586	8240	20583	1491	26934



## PROSECUTION CASES - SECTION 406/409 INDIAN PENAL CODE BEFORE THE POLICE AUTHORITIES DURING 1991-92

Region	FIR's Pending with the Police 1.4.1991	FIR's filed with the Police [1991-92]	Cases drop- ped by Police	Challans filed by Police in Court	FIR's Pending with Police on [31.3.1992]	FIR's pend- ing with Police for last six months	FIR's pend- ing for six months to one Year	FIR's pending for more than one Year
Andhra Pradesh	244	16	192	12	56	11	10	35
Bihar	0	17	0	3	14	0	14	0
Delhi	125	10	0	0	135	37	21	77
Gujarat	48	29	3	6	68	24	9	35
Haryana	147	27	3	0	171	31	106	34
Karnataka	41	1	5	0	37	0	2	35
Kerala	124	29	28	4	121	14	16	91
Madhya Pradesh	132	18	0	0	150	3	13	134
Maharashtra	1753	37	0	0	1790	63	114	1613
N.E. Region	0	0	0	0	0	0	0	0
Orissa	59	0	0	0	59	0	0	59
Punjab	32	4	9	0	27	18	6	3
Rajasthan	60	14	0	2	72	14	9	49
Tamil Nadu	317	5	0	0	322	5	0	317
Uttar Pradesh	293	2	0	0	295	1	3	291
West Bengal	3185	27	0	0	3212	27	922	2263
TOTAL :	6560 (R)	236	240	27	6529	248	1245	5036

## APPENDIX-S.6 [Part-II]

## PROSECUTION CASES UNDER SECTION 406/409 OF INDIAN PENAL CODE (BEFORE VARIOUS COURTS DURING 1991-92)

Region	Pending before the Court (1.4.1991)	Challans filed by Police in Courts	Complaints filed direct in Courts	Total	Convicted	Acquitted	Dismissed/ Dis-charged	Total cases decided	Cases Pending in Courts (31.3.92)	Cases Pending for 6 months	Cases Pending for six months to one year	Cases pending over one year
Andhra Pradesh	0	17	0	17	1	0	1	2	15	9	6	0
Bihar	0	38	0	38	0	0	1	1	37	0	11	26
Delhi	0	0	0	0	0	0	0	0	0	0	0	0
Gujarat	57	17	21	95	6	0	0	6	89	30	24	35
Haryana	0	0	0	0	0	0	0	0	0	0	0	0
Karnataka	53	0	0	53	0	10	0	10	43	0	4	39
Kerala	6	5	0	11	2	0	0	2	9	2	1	6
Madhya Pradesh	0	0	0	0	0	0	0	0	0	0	0	0
Maharashtra	209	0	0	209	1	0	0	1	208	21	16	171
N.E. Region	28	0	0	28	0	0	0	0	28	0	16	12
Orissa	74	0	0	74	0	0	0	0	74	0	0	74
Punjab	0	0	0	0	0	0	0	0	0	0	0	0
Rajasthan	12	2	0	14	0	1	0	1	13	2	0	11
Tamil Nadu	21	0	0	21	0	0	1	1	20	0	0	20
Uttar Pradesh	0	0	0	0	0	0	0	0	0	0	0	0
West Bengal	30	0	7	37	0	0	0	0	37	0	15	22
TOTAL :	490	79	28	597	10	11	3	24	573	64	93	416

## APPENDIX S-7

## CASES OF LEVY OF DAMAGES UNDER ALL THREE SCHEMES DURING 1991-92

Region		Damages amount pend- ing for realisation on 1-4-1991	Damages levied during the year (1991-92)	Amount of realised during (1991-92)	Damages amount pending for realisation on 31-3-1992
Andhra Pradesh	..	141.14	46.73	63.56	124.31
Bihar	..	91.47	15.34	9.90	96.91
Delhi	..	107.58	10.60	4.02	114.16
Gujarat	..	193.92	56.80	36.02	214.70
Haryana	..	183.07	53.96	23.30	213.73
Karnataka	..	646.26	23.27	12.80	656.73
Kerala	..	55.87	17.34	14.91	58.30
Madhya Pradesh	..	424.05	31.92	13.64	442.33
Maharashtra	..	1430.15	71.68	48.28	1453.55
N.E. Region	..	41.77	3.26	0.23	44.80
Orissa	..	199.65	48.26	16.90	231.01
Punjab	..	6.82	9.14	3.02	12.94
Rajasthan	..	191.27	94.99	9.17	277.09
Tamil Nadu	..	328.96	49.35	84.23	294.08
Uttar Pradesh	..	343.47	108.41	69.42	382.46
West Bengal	..	1118.94	128.95	15.61	1232.28
TOTAL :	..	5504.39	770.00	425.01	5849.38

## SETTLEMENT OF PROVIDENT FUND CLAIMS DURING 1991-92

Region		Opening Balance as on 1-4-1991	Claims received during 1991-92	Total workload	Claims returned during the year	Claims rejected during the year	Total claims for Disposal	Claims Settled	Amount authorised for payment (Rs. in lacs)	Claims settled within One Month	Claims settled beyond One Month	Claims pending at the end of year	Closing balance ratio
Andhra Pradesh	..	8286	83587	91873	7448	1591	82834	80791	3190.09	51439	29352	2043	2.22
Bihar	..	1232	13196	14428	2577	60	11791	10140	890.01	4978	5162	1651	11.44
Delhi	..	563	64738	65301	5029	438	59834	58794	4117.34	42537	16257	1040	1.59
Gujarat	..	311	95167	95478	13326	470	81682	81284	6979.39	55029	26255	398	0.42
Haryana	..	785	33582	34367	4668	1567	28132	27554	1910.33	21672	5882	578	1.68
Karnataka	..	2507	95298	97805	8524	165	89116	85179	3876.90	73033	12146	3937	4.03
Kerala	..	3047	32297	35344	4492	54	30798	29296	3274.45	16117	13179	1502	4.25
Madhya Pradesh	..	3862	31494	35356	3786	233	31337	30128	2446.29	20421	9707	1209	3.42
Maharashtra	..	13272	176001	189273	28772	1038	159463	144738	22441.83	93033	51705	14725	7.78
N.E. Region	..	962	4537	5499	797	5	4697	3966	387.28	1614	2352	731	13.29
Orissa	..	1632	11623	13255	1622	124	11509	10439	985.94	4677	5762	1070	8.07
Punjab	..	2625	56286	58911	5893	996	52022	49231	2375.01	28628	20603	2791	4.74
Rajasthan	..	1440	25005	26445	1746	623	24076	22025	1831.43	12575	9450	2051	7.76
Tamil Nadu	..	14899	138090	152989	16470	9170	127349	116695	8907.12	88251	28444	10654	6.96
Uttar Pradesh	..	3787	46035	49822	4773	1400	43649	40487	2805.36	14088	26399	3162	6.35
West Bengal	..	7155	61860	69015	6774	0	62241	50971	7358.27	33497	17474	11270	16.33
TOTAL	..	66365	968796	1035161	116697	17934	900530	841718	73777.04	561589	280129	58812	5.68



## PARTIAL WITHDRAWAL GRANTED UNDER EMPLOYEES' PROVIDENT FUND SCHEME DURING 1991-92

Region		Opening Balance as on 1-4-1991	Applica- tions received (1991-92)	Total Workload	Applica- tions returned	Applica- tions rejected	Applica- tions due for sanction	Appli- cants granted advance	Amount disbursed (Rs. lacs)	Advances granted within one month	Advances granted beyond one month	Applica- tions pending at the end of the year	Closing balance ratio
Andhra Pradesh	..	681	51114	51795	7275	776	43744	43243	2777.30	34652	8591	501	0.97
Bihar	..	459	11140	11599	1641	0	9958	9280	620.52	5438	3842	678	5.85
Delhi	..	22	5161	5183	569	123	4491	4444	378.95	2919	1525	47	0.91
Gujarat	..	142	34090	34232	6249	34	27949	27724	3287.33	18187	9537	225	0.66
Haryana	..	304	10754	11058	1907	511	8640	8458	512.25	4930	3528	182	1.65
Karnataka	..	1416	45607	47023	7379	0	39644	37930	6374.71	27431	10499	1714	3.65
88 Kerala	..	2958	56784	59742	7146	31	52565	50215	3292.55	32016	18199	2350	3.93
Madhya Pradesh	..	1111	22325	23436	2858	249	20329	19377	1179.60	11984	7393	952	4.06
Maharashtra	..	5019	49396	54415	10136	867	43412	38785	6479.31	22897	15888	4627	8.50
N.E. Region	..	780	4056	4836	1089	0	3747	3390	182.17	1622	1768	357	7.38
Orissa	..	1343	23515	24858	2554	453	21851	20319	852.12	13733	6586	1532	6.16
Punjab	..	237	11994	12231	1786	268	10177	9880	672.43	6414	3466	297	2.43
Rajasthan	..	349	10233	10582	778	97	9707	9240	733.78	6260	2980	467	4.41
Tamil Nadu	..	3366	149390	152756	13452	4438	134866	121809	7070.21	100667	21142	13057	8.55
Uttar Pradesh	..	758	28887	29645	2728	0	26917	25642	1194.08	14020	11622	1275	4.30
West Bengal	..	2960	30714	33674	2304	0	31370	28003	1043.83	15173	12830	3367	10.00
TOTAL	..	21905	545160	567065	69851	7847	489367	457739	36651.14	318343	139396	31628	5.57

## EMPLOYEES' PROVIDENT FUND ORGANISATION

## Issue of Annual Statement of Accounts to subscribers during 1991-92

Name of the Region		Accounts slips pending as on 1-4-1991	A/cs. slips issued upto 1989-90	A/cs. slips issued for 1990-91	Total A/cs. slips issued during the year 1991-92	A/cs. slips pending due to employers fault	A/cs. slips pending due other reason	A/cs. slips pending as on 31-3-1992
Andhra Pradesh	..	3440299	1910157	1127780	3037937	50009	352353	402362
Bihar	..	583460	150862	159384	310246	183238	89976	273214
Delhi	..	987700	440679	475747	916426	30401	40873	71274
Gujarat	..	950220	3979	928750	932729	17491	0	17491
Haryana	..	459674	68023	331407	399430	51476	8768	60244
Karnataka	..	1400444	128369	819647	948016	378182	74246	452428
Kerala	..	977780	121659	681245	802904	82577	92299	174876
Madhya Pradesh	..	990520	261164	579462	840626	116092	33802	149894
Maharashtra	..	5975882	2000986	1761556	3762542	1648625	564715	2213340
N.E. Region	..	620909	107746	51683	159429	290854	170626	461480
Orissa	..	637967	156314	193505	349819	193327	94821	288148
Punjab	..	1004399	186798	657885	844683	100489	59227	159716
Rajasthan	..	868704	136689	331420	468109	320839	79756	400595
Tamil Nadu	..	2277231	187106	1558504	1745610	278713	252908	531621
Uttar Pradesh	..	810045	664039	369142	1033181	690871	172717	863588
West Bengal	..	4281942	1483705	205421	1689126	1554000	1038816	2592816
TOTAL	..	26267176	8008275	10232538	18240813	5987184	3125903	9113087

## ANNUAL STATEMENT OF ACCOUNTS TO SUBSCRIBERS

(Pending as on 31st March, 1992)  
(Period-wise Analysis)

Name of the Region		Pending for less than one year	Pending between one to two year	Pending beyond two years	Total slips pending as on 31-3-92
Andhra Pradesh	..	167902	68906	165554	402362
Bihar	..	142409	78989	51816	273214
Delhi	..	45706	0	25568	71274
Gujarat	..	17491	0	0	17491
Haryana	..	27894	20729	11621	60244
Karnataka	..	162333	87993	202102	452428
Kerala	..	147579	16925	10372	174876
Madhya Pradesh	..	97941	28454	23499	149894
Maharashtra	..	933483	583893	695964	2213340
N.E. Region	..	101680	71397	288403	461480
Orissa	..	154976	34112	99060	288148
Punjab	..	105497	39550	14669	159716
Rajasthan	..	213377	64018	123200	400595
Tamil Nadu	..	416349	78990	36282	531621
Uttar Pradesh	..	675058	188530	0	863588
West Bengal	..	1230203	773484	589129	2592816
TOTAL	..	4639878	2135970	2337239	9113087

## PROSECUTION CASES-SECTION 14 OF EPF &amp; MP ACT, 1952 NON PAYMENT OF FAMILY PENSION CONTRIBUTION DURING THE YEAR 1991-92

Region	Opening Balance (1-4-91)	Cases laun- ched (91-92)	Total Cases for disposal	Con- vic- ted	Acqui- ted/ Admo- nished	Cases dismi- sed/dis- charged	Cases with- drawn	Total cases decided	Cases pending as on 31-3-92	Pending for less than six months	Pending for six months to one year	Pending for two to three years	Pending for more than 3 years
Andhra Pradesh ..	1538	2049	3587	445	19	0	31	495	3092	1969	552	525	46
Bihar ..	1030	65	1095	0	57	0	0	57	1038	0	499	359	180
Delhi ..	178	34	212	12	34	6	2	54	158	41	27	49	41
Gujarat ..	366	60	426	2	0	0	0	2	424	50	40	304	30
Haryana ..	1224	51	1275	0	0	0	0	0	1275	62	87	563	563
Karnataka ..	469	182	651	36	2	128	0	166	485	114	103	146	122
Kerala ..	184	8	192	0	0	0	0	0	192	0	0	35	157
Madhya Pradesh ..	182	636	818	0	0	0	0	0	818	510	176	88	44
Maharashtra ..	3152	235	3387	507	9	2	0	518	2869	254	397	628	1590
N.E. Region ..	315	0	315	0	30	0	0	30	285	0	0	17	268
Orissa ..	343	0	343	0	30	0	0	30	313	90	69	57	97
Punjab ..	384	60	444	366	0	0	0	366	78	46	20	10	2
Rajasthan ..	26	0	26	0	0	0	0	0	26	0	0	24	2
Tamil Nadu ..	627	0	627	0	0	0	0	0	627	0	0	444	183
Uttar Pradesh ..	0	0	0	0	0	0	0	0	0	0	0	0	0
West Bengal	12061	1058	13119	518	69	25	20	632	12487	671	863	4201	6752
Total : ..	22079(R)	4438	26517	1886	250	161	53	2350	24167	3807	2833	7450	10077



## EMPLOYEES' FAMILY PENSION CLAIMS SETTLED DURING 1991-92 [ALL BENEFITS]

Region		Opening Balance as on (1-4-91)	Claims received during (1991-92)	Total Work Load	Claims Returned for recti- fication	Claims Rejected	Claims due for Settlement	Claims settled during (1991-92)	Amount authorised for pay- ment (Rs. in lacs)	Claims pending as on (31-3-92)	Closing balance ratio
Andhra Pradesh	..	11248	88723	99971	12181	9355	78435	76384	325.06	2051	2.05
Bihar	..	1101	12041	13142	2463	53	10626	8873	669.50	1753	13.34
Delhi	..	589	69106	69695	5708	809	63178	61977	656.13	1201	1.72
Gujarat	..	383	89387	89770	15026	271	74473	74179	422.82	294	0.33
Haryana	..	1232	34829	36061	4817	2736	28508	27480	252.04	1028	2.85
Karnataka	..	3635	88268	91903	10558	639	80706	76147	366.36	4559	4.96
Kerala	..	2865	28895	31760	5735	214	25811	24187	235.06	1624	5.11
Madhya Pradesh	..	3899	31200	35099	5449	450	29200	27662	207.01	1538	4.38
Maharashtra	..	16442	162146	178588	31725	2341	144522	126307	1056.69	18215	10.20
N.E. Region	..	928	4638	5566	1215	0	4351	3596	33.72	755	13.56
Orissa	..	1930	11506	13436	1724	600	11112	9750	102.17	1362	10.14
Punjab	..	3353	56701	60054	6890	2135	51029	47614	164.14	3415	5.69
Rajasthan	..	1639	23057	24696	2400	564	21732	20907	108.71	825	3.34
Tamil Nadu	..	15383	138969	154352	20275	15024	119053	107493	829.23	11560	7.49
Uttar Pradesh	..	2760	43396	46156	8017	0	38139	34523	755.09	3616	7.83
West Bengal	..	2590	50885	53475	8545	0	44930	34486	220.61	10444	19.53
TOTAL :	..	69977	933747	1003724	142728	35191	825805	761565	6404.34	64240	6.40

**FAMILY PENSION SCHEME, 1971**  
MONTHLY PENSION CLAIMS DURING THE YEAR 1991-92

Region	Opening Balance as on 1-4-91	Claims received during (1991-92)	Total work- load	Claims re- turned for recti- fication	Claims re- jected	Claims due for settle- ment	Claims settled during (1991-92)	Amount authorised for payment (Rs. in lacs)	Claims pending on 31-3-92	Closing ba- lance ratio
Andhra Pradesh	143	2627	2770	862	56	1852	1840	91.77	12	0.43
Bihar	108	766	874	141	0	733	664	6.50	69	7.89
Delhi	28	1235	1263	259	112	892	844	62.00	48	3.80
Gujarat	6	1431	1437	378	12	1047	1047	5.61	0	0.00
Haryana	31	516	547	104	57	386	370	98.71	16	2.93
Karnataka	251	1989	2240	807	21	1412	1277	6.89	135	6.03
Kerala	107	1347	1454	488	39	927	835	1.30	92	6.33
Madhya Pradesh	335	1216	1551	606	62	883	776	28.43	107	6.90
Maharashtra	607	3894	4501	1703	81	2717	2199	82.57	518	11.51
North East	132	273	405	202	0	203	98	0.56	105	25.93
Orissa	113	595	708	88	40	580	415	24.96	165	23.31
Punjab	196	989	1185	260	56	869	744	9.79	125	10.55
Rajasthan	67	667	734	265	56	413	353	3.00	60	8.17
Tamil Nadu	570	3837	4337	955	853	2549	2019	294.97	530	12.16
Uttar Pradesh	577	3557	4134	919	0	3215	2849	21.13	366	8.85
West Bengal	615	1993	2638	66	0	2572	2246	12.16	326	12.36
Total :	3866	26932	30798	8103	1445	21250	18576	750.35	2674	8.68

**EMPLOYEE'S DEPOSIT LINKED INSURANCE SCHEME**  
CLAIMS DURING 1991-92

Region	Brought forward pendency (1-4-90)	Claims received during (1991-92)	Total cases	Claims returned	Claims rejected	Claims due for disposal	Claims settled	Amount authorised for payment (Rs. lakhs)	Claims settled within one month	Claims settled beyond one month	Claims pending for disposal on 31-3-1992	Closing balance ratio
Andhra Pradesh	60	2196	2256	976	182	1098	1040	81.26	702	338	58	2.57
Bihar	83	806	889	304	14	571	469	34.40	248	221	102	11.47
Delhi	102	1041	1143	322	74	747	596	51.19	441	155	151	13.21
Gujarat	19	2627	2646	1265	112	1269	1249	141.11	922	327	20	0.76
Haryana	55	469	524	151	82	291	270	21.59	183	87	21	4.01
Karnataka	263	2347	2610	1188	56	1366	1098	77.93	948	150	268	10.27
Kerala	244	2157	2401	1002	35	1364	1224	87.37	518	706	140	5.83
Madhya Pradesh	114	804	918	351	20	547	483	38.45	288	195	64	6.97
Maharashtra	724	5668	6392	2354	17	3821	3016	382.18	1317	1699	805	12.59
N. E. Region	127	266	393	137	9	247	139	12.84	53	86	108	27.48
Orissa	122	768	890	169	65	656	514	30.14	227	287	142	15.96
Punjab	129	977	1106	377	126	603	504	117.12	257	247	99	8.95
Rajasthan	49	469	518	158	84	276	205	14.09	60	145	71	13.71
Tamil Nadu	389	4582	4971	1412	1297	2262	1867	142.44	1041	826	395	7.95
Uttar Pradesh	781	3004	3785	1130	0	2655	2187	178.90	495	1702	458	12.10
West Bengal	742	6422	7164	1793	0	5371	4115	209.00	2293	1822	1256	17.53
Total :	4003	34603	38606	13089	2373	23144	18976	1620.01	9993	8993	4158	10.77

**EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME**  
**PROSECUTION CASES AGAINST DEFAULTING EMPLOYERS' AS ON 31ST MARCH, 1992**

Region	Brought forward cases (1-4-92)	Cases launched (1991-92)	Total cases	Convicted	Acquitted/Admonished	Cases withdrawn	Cases dismissed/discharged	Cases decided during (1991-92)	Pending for disposal on 31-3-92	Pending for less than 6 months	Pending between 6 months to 1 year	Pending between one to two years	Pending between two to 3 years	Pending for more than 3 years
Andhra Pradesh	1996	2872	4868	752	42	113	0	907	3961	2847	636	430	0	48
Bihar	1263	116	1379	0	57	0	0	57	1322	0	774	435	0	113
Delhi	212	70	282	68	0	12	0	80	202	21	53	67	0	61
Gujarat	557	54	611	2	0	0	0	2	609	44	56	487	0	22
Haryana	1284	70	1354	0	0	0	0	0	1354	85	203	467	0	599
Karnataka	703	276	979	38	3	0	130	171	808	203	200	206	0	199
Kerala	131	57	188	30	5	0	0	35	153	21	17	39	0	76
Madhya Pradesh	182	761	943	0	0	0	0	0	943	595	296	10	0	42
Maharashtra	2926	192	3118	463	8	8	0	479	2639	161	158	605	0	1715
N.E. Region	577	22	599	0	39	0	0	39	560	0	0	74	0	486
Orissa	414	0	414	0	15	0	0	15	399	91	32	118	0	158
Punjab	291	33	324	246	0	0	0	246	78	34	23	21	0	0
Rajasthan	81	0	81	0	0	0	0	0	81	0	0	59	0	22
Tamil Nadu	483	1	484	0	0	0	0	0	484	1	0	243	0	240
Uttar Pradesh	1126	46	1172	0	0	0	0	0	1172	40	115	257	0	760
West Bengal	8441	897	9338	381	121	74	49	625	8713	537	877	2711	4588	0
Total :	20667(R)	5467	26134	1980	290	207	179	2656	23478	4680	3440	6229	4588	4541



**FAMILY PENSION CONTRIBUTION RECEIVED**  
**(AMOUNT IN RUPEES CRORES)**

Year		Employees' and employer's contribution	Government's contribution	Total contribution received
1971-72	..	1.64	2.30	3.94
1972-73	..	6.40	3.00	9.40
1973-74	..	10.29	4.60	14.89
1974-75	..	16.54	5.01	21.55
1975-76	..	24.14	9.34	33.48
1976-77	..	28.85	12.37	41.22
1977-78	..	35.51	10.80	46.31
1978-79	..	43.04	12.80	55.84
1979-80	..	52.33	20.10	72.43
1980-81	..	66.14	24.00	90.14
1981-82	..	80.30	28.00	108.30
1982-83	..	93.72	28.00	121.72
1983-84	..	113.74	28.75	142.49
1984-85	..	130.32	32.39	162.71
1985-86	..	153.88	70.22	224.10
1986-87	..	183.21	72.64	255.85
1987-88	..	205.10	102.52	307.62
1988-89	..	196.10	85.68	281.78
1989-90	..	07.81	110.11	317.92
1990-91	..	316.83	111.03	427.86
1991-92	..	384.85	190.15	575.00
Total :	..	2350.74	963.81	3314.55

**EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME, 1976  
CONTRIBUTION AND ADMINISTRATIVE CHARGES RECEIVED  
(1991-1992) (RUPEES IN CRORES)**

Year		Employers' share con- tribution received	Governments' share con- tribution received	Total contribu- tion received	Adminis- trative charges from employ- ers'	Adminis- trative charges from Govern- ment	Total Adminis- trative charges
1976-77	..	7.22	4.75	11.97	1.48	0.95	2.43
1977-78	..	15.69	6.96	22.65	3.40	1.50	4.90
1978-79	..	17.66	7.31	24.97	3.45	1.55	5.00
1979-80	..	16.20	7.50	23.70	3.77	1.55	5.32
1980-81	..	18.53	8.00	26.53	4.26	1.95	6.21
1981-82	..	19.71	8.00	27.71	4.75	1.95	6.70
1982-83	..	21.49	8.50	29.99	4.77	2.00	6.77
1983-84	..	23.90	10.00	33.90	5.60	2.70	8.30
1984-85	..	25.58	11.00	36.58	5.41	2.72	8.13
1985-86	..	28.60	13.87	42.47	6.27	5.24	11.51
1986-87	..	32.03	16.00	48.03	7.09	3.70	10.79
1987-88	..	33.83	16.91	50.74	7.24	2.00	9.24
1988-89	..	23.93	16.59	40.52	3.57	1.71	5.28
1989-90	..	27.05	19.38	46.43	2.81	0.76	3.57
1990-91	..	42.24	18.97	61.21	3.23	0.03	3.26
1991-92	..	50.47	22.00	72.47	3.88	2.30	6.18
Total :	..	404.13	195.74	599.87	70.98	32.61	103.59

**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
**ADDITIONAL EMOLUMENTS (COMPULSORY DEPOSIT) SCHEME**  
**INCOME EARNED AND EXPENDITURE INCURRED ON ADMINISTRATION**  
**(RUPEES IN LAKHS)**

Year		Amount received from Government	Expenditure incurred
1974-75	..	12.00	8.56
1975-76	..	37.00	36.68
1976-77	..	66.00	64.85
1977-78	..	77.32	70.38
1978-79	..	55.00	61.05
1979-80	..	60.00	57.82
1980-81	..	54.00	55.94
1981-82	..	35.00	41.83
1982-83	..	29.00	33.99
1983-84	..	26.79	8.24
1984-85	..	0.00	6.66
1985-86	..	5.00	4.10
1986-87	..	0.00	3.07
1987-88	..	0.00	4.05
1988-89	..	0.00	3.03
1989-90	..	0.00	2.31
1990-91	..	0.00	1.58
1991-92	..	0.00	1.35
Total	..	457.11	465.49

# 1991-92 में उत्कृष्ट कार्य EXCELLENCE IN PERFORMANCE 1991-92



आन्ध्र प्रदेश क्षेत्र ने सभी क्षेत्रों में उत्कृष्ट कार्य के लिए अध्यक्षीय शील्ड तथा प्रवर्तन हेतु उपाध्यक्षीय शील्ड प्राप्त की। दिल्ली क्षेत्र ने अभिदाताओं को उत्कृष्ट सेवा प्रदान करने के लिए उपाध्यक्षीय शील्ड प्राप्त की।

Andhra Pradesh region won the Chairman's Shield for excellence in all-round performance and Vice Chairman's shield for enforcement. Delhi region won the Vice Chairman's Shield for excellence in performance to service to subscribers.