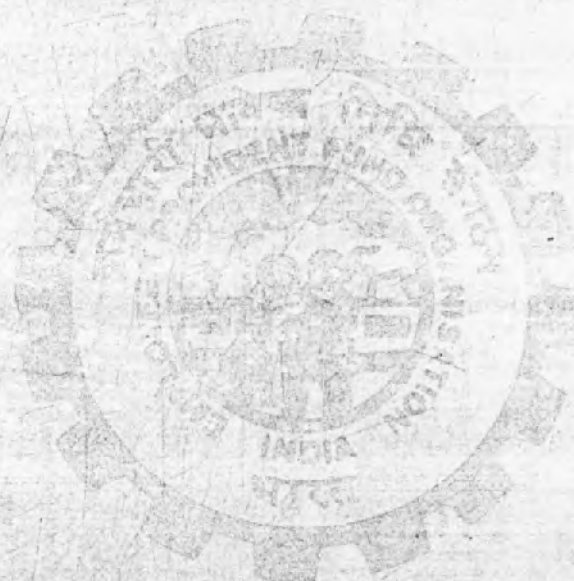


45th ANNUAL REPORT

1997-98



EMPLOYEES' PROVIDENT FUND ORGANISATION

(Ministry of Labour, Govt. of India)

**E.P.F.O.
45th ANNUAL REPORT
1997-98**

EMPLOYEES' PROVIDENT FUND ORGANISATION

(Ministry of Labour, Government of India)

**Head Office: Bhavishya Nidhi Bhawan,
14, Bhikaiji Cama Place, New Delhi - 11 00 66**

Phone: 617 2659 FAX: 011-617 2666

EMPLOYEES' PROVIDENT FUND ORGANISATION

ANNUAL REPORT 1997-98

CONTENTS

TOPIC	Page No.
A.1 EPFO: BASIC DATA	1
A.2 EPFO: PERFORMANCE DATA	2-3
I. BASIC STATISTICS	4-7
II. OVERVIEW - 1997-98	8-11
III. ORGANISATION	12-19
1. Introduction	12
2. Central Board of Trustees	13
3. Executive Committee of the Central Board	14
4. Sub-Committees of the Central Board of Trustees	15
5. Sub-Committees of Executive Committee	16
6. Pension Implementation Committee	17
7. Regional Committee	18
8. Inspectorate Offices	19
IV. EMPLOYEES' PROVIDENT FUNDS SCHEME, 1952	20-59
1. Application of the Act.	20
2. Schedule of Industries/Classes of Establishments	21
3. Establishments covered & members enrolled	21-24
4. Regional concentration of members	25
5. Concentration of members - Industry-wise	25-26
6. Voluntary coverage	27
7. Rate of contribution	27
8. Contribution received	27
9. Investment	28
10. Portfolio management	29
11. Investment (Un-Exempted)	29-30
12. Investment (Exempted)	31
13. Rate of Interest to members	31-32
14. Arrear demand- Provident fund dues (Un-exempted Sector)	33
15. Public & Private Sector arrears	34
16. Industry-wise arrears	35
17. Status of arrears	36
18. Other arrears	36
19. Action taken to recover arrears	37-42
20. Default in Jute Industry in West Bengal	41-43

II

21.	Settlement of Provident Fund claims	44
22.	Transfer of Provident Fund accounts	45
23.	Partial withdrawal by members	46-47
24.	Withdrawal for house building	48
25.	Housing finance fund	48
26.	Issue of annual statement of accounts	49
27.	Amendments to the Act and Schemes	50-53
28.	Status note on Beedi Industry	54-59

V. EXEMPTED ESTABLISHMENTS 60-68

1.	Exemptions	60
2.	Regional concentration	61
3.	Contributions transferred to BOTs	61
4.	Investments	61
5.	Contributions in arrears	62-63
6.	Public & Private sector share in arrears	64
7.	Status of arrears	65
8.	Un-Invested funds	66
9.	Penal action taken against defaulters	67
10.	Rate of interest	67
11.	Advances/Partial withdrawals	67
12.	Settlement of claims	68

VI. EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME, 1976 69-71

1.	Application & coverage	69
2.	Contribution	69
3.	Investment	69
4.	Benefits under the Scheme	70
5.	Arrears	71
6.	Exemption from the Scheme	71

VII. EMPLOYEES' PENSION SCHEME, 1995 72-78

1.	Introduction & Administration	72-73
2.	Arrangement for disbursement of Pension	74
3.	Administrative set up at field offices	74
4.	Settlement of Pension Claims	75
5.	Creation of Data-base	75
6.	Valuation of Pension Fund	76
7.	Court Cases	76
8.	Exemption	77
9.	Meeting of Pension Implementation Committee	77
10.	Training of Officers & Staff	77
11.	Publicity	78
12.	Pension Software	78

III

VIII.	MANPOWER PLANNING	79-83
IX.	VIGILANCE	84-89
X.	EXAMINATION	90-92
XI.	ADMINISTRATIVE ACCOUNTS	93-94
XII.	PRODUCTIVITY LINKED BONUS	95
XIII.	SPORTS	96-97
XIV.	STAFF WELFARE	98-99
XV.	SC/ST CELL	100-101
XVII.	TRAINING	102-107
XVII.	COMPUTERISATION	108-112
XVIII.	CONSTRUCTION	113-115
XIX.	PROGRESSIVE USE OF HINDI	116-117
XX.	PUBLICITY	118
XXI.	REDRESSAL OF GRIEVANCES	119-122
XXII.	INDUSTRIAL RELATIONS	123
XXIII.	INTERNATIONAL SOCIAL SECURITY ASSOCIATION	124
XXIV.	INTERNAL WORK STUDY UNIT	125-126
XXV.	MANAGEMENT INFORMATION SYSTEM IN EPFO	127-129
XXVI.	INVESTMENT	130-131
XXVII.	PERSPECTIVE PLAN	132-135

APPENDIX

APPENDIX-A.1	List of Members-Central Board of Trustees, Employees' Provident Fund.	136-138
APPENDIX-A.2	Schedule of Industries /Classes of establishments to which the EPF & MP Act 1952 applies.	139-149
APPENDIX-A.3	List of Industries/Classes of establishments in respect of which the statutory rate has been 10% out of 177 Industries/Classes of Estts.	150
APPENDIX-A.4	List of defaulting Un-exempted establishments - Rupees ten lakh default or more.	151-165
APPENDIX-A.5	List of defaulting Exempted establishments - Rupees ten lakh default or more.	166-168

IV

E.P.F.O. STATISTICAL TABLES

Appendix-S.1(i) to (iv) Investment portfolio - EPF Main Account	169
Appendix-S.2 Cases of levy of damages under all 3 Schemes	173
Appendix-S.3 Revenue Recovery Certificates	174
Appendix-S.4 Prosecution under Section 14 (EPF)	175
Appendix-S.5 (i & ii) Prosecution Under Section 406/409 of IPC	176-177
Appendix-S.6 Claims - Provident Fund	178
Appendix-S.7 Claims - Transfer applications	179
Appendix-S.8 Claims - Partial withdrawals	180
Appendix-S.9 Annual statement of Accounts to members	181
Appendix-S.10 Annual statement of Accounts (Pendency)	182
Appendix-S.11 Contribution received E.F.P.1971/ EPS,1995	183
Appendix-S.12 Prosecution under Section 14 of the Act. (FPF)	184
Appendix-S.13 Claims - Family Pension all benefits	185
Appendix-S.14 Claims - Monthly Pension	186
Appendix-S.15 EDLI - Contribution & Administration Charges	187
Appendix.S.16 Claims - EDLI	188
Appendix S.17 Prosecution under Section 14 of the Act. (EDLI)	189
Appendix S.18-21 Manpower - Establishment Return as on 31.3.98	190-193

A.1. - EMPLOYEES' PROVIDENT FUND ORGANISATION BASIC DATA				
		1995-96	1996-97	1997-98
I.	Establishments covered under the Act	266,645	277,555	299,204
II.	Members (Number in lakh)	194.85	202.89	212.19
III.	FIELD OFFICES			
	Regional Offices	16	16	16
	Sub-Regional/ Sub-Accounts Offices	55	62	65
	Service Centres	7	3	3
	Inspectorate Offices	141	152	155
IV.	MANPOWER POSITION			
	Sanctioned strength	19,672	20,265	20,452
	Staff in position	17,483	17,612	17,234
V.	COMPUTER CENTRES	55	85	85
VI.	INCOME & EXPENDITURE (Rs.lakh)			
	Income	16,790.51	22,196.34	25,399.49
	Expenditure	15,960.83	17,776.64	23,604.65
	Savings	829.68	4,419.7	1,794.84
VII	OFFICE BUILDING/STAFF QUARTERS [As on 31.03.1998]	Offices	Completed	Under Construction
	Head Office	1	1	
	Regional Offices	16	14	1
	Sub-Regional/Sub-Accounts Offices	68	23	20

A.2. EMPLOYEES' PROVIDENT FUND ORGANISATION PERFORMANCE DATA				
		1995-96	1996-97	1997-98
I.	New Establishments brought under the Act. (Nos.)			
	(i) At the gross level	14,742	15,550	21,751
	(ii) At the net level	13,835	10,910	21,649
II.	Members enrolled (Nos. in lakh)			
	(i) At the gross level	18.16	22.79	22.78
	(ii) At the net level	5.91	8.03	9.31
III.	CONTRIBUTION COLLECTED(Rs. Crore)			
	Provident Fund			
	(i) Exempted	2,562.85	3,055.77	3,174.70
	(ii) Un-exempted	3,203.02	2,915.29	3,643.49
	Total	5,765.87	5,971.06	6,818.19
	Family Pension Fund ,1971/Employees' Pension Scheme, 1995			
	(i) Employees'/Employers Share	998.32	2,445.81	2,850.09
	(ii) Government's Share	274.72	345.96	370.49
	Total	1,273.04	2,791.77	3,220.58
	Employees'Deposit Linked Insurance			
	(i) Employers Share	77.98	91.44	103.96
	(ii) Government's Share	42.17	0.68	-
	Total	120.15	92.12	103.96
IV.	INVESTMENTS(Rs. Crore)			
	Provident Fund			
	(i) Exempted	2,518.44	2,357.62	2,003.32
	(ii) Un-exempted	3,912.72	3,832.64	4,281.74
	Total	6,431.16	6,190.26	6,285.06
	Family Pension Fund/Pension Fund	1,589.38	3,387.36	4,018.65
	Employees'Deposit Linked Insurance	205.42	198.36	247.02

V. PROVIDENT FUND ARREARS							
		1995-96		1996-97		1997-98	
	Closing Balance as on 31st March	No. of Establishments	Amount in Default (Rs.Crores)	No. of Establishments	Amount in Default (Rs.Crores)	No. of Establishments	Amount in Default (Rs.Crores)
	Exempted Sector	153	182.36	327	164.46	348	177.80
	Un-exempted Sector	11,529	239.04	21,195	302.10	21,007	286.17
	Total	11,682	421.40	21,522	466.56	21,355	463.97
		1995-96		1996-97		1997-98	
VI SERVICE TO MEMBERS							
(A) ANNUAL STATEMENT OF ACCOUNTS (NOS. IN LAKHS)							
	(i) Issued	213.73		206.42		211.50	
	(ii) Pending	107.49		106.55		105.66	
(B) CLAIMS SETTLED							
		1995-96		1996-97		1997-98	
		No. of Claims	Amount Paid (Rs. Crores)	No. of Claims	Amount Paid (Rs.Crores)	No. of Claims	Amount Paid (Rs. Crores)
	Provident Fund Claims	10.47	1,426.23	11.13	1,683.91	12.66	2,063.08
	Partial Withdrawal/Advances	3.64	553.35	3.83	569.65	3.69	652.24
	Transfer cases	1.15	-	1.05	-	1.39	-
	Employees' Pension Claims (all benefits)	10.39	168.25	9.68	112.00	10.95	174.40
	Monthly Pension claims	0.29	12.87	0.29	6.74	0.81	25.00
	E.D.L.I claims	0.23	22.34	0.21	20.83	0.24	36.12
	TOTAL	26.17	2,183.04	26.19	2,393.13	29.74	2,950.84

**EMPLOYEES' PROVIDENT FUND ORGANISATION
BASIC STATISTICS 1997-98**

I COVERAGE

No. of Industries/Classes of Establishments to which EPF & MP Act, 1952 applied as on 31.03.1998	177 (177)
--	---------------------

		Exempted	Un-exempted	Total
(a)	No. of covered establishments as on 31.03.1998	2948 (2970)	296256 (274585)	299204 (277555)
(b)	Increase during the year	(-) 22 (36)	21671 (10874)	21649 (10910)

2. Members (In lakhs)

		Exempted	Un-exempted	Total
(a)	Employees' Provident Fund as on 31.3.98	44.03 (45.36)	168.16 (157.53)	212.19 (202.89)
(b)	Increase during the year	(-) 1.33 (-) 0.43	10.64 (8.47)	9.31 (8.04)
(c)	Members of Employees' Pension Fund	23.84 (34.25)	161.65 (148.99)	185.49 (183.24)

3. CONTRIBUTIONS RECEIVED 1997-98

(Rs. in crores)

(a)	Employees' Provident Fund			
(i)	During the year	3174.70 (3055.77)	3643.49 (2915.29)	6818.19 (5971.06)
(ii)	Progressive	30670.65 (27495.95)	27056.89 (23413.40)	57727.54 (50909.35)
(b)	Employees' Pension Fund	Employee's & Employer's Share	Government's Share	Total
(i)	During the year	2850.09 (2445.81)	370.49 (345.96)	3220.58 (2791.77)
(ii)	Progressive	9283.22 (6433.13)	2670.92 (2300.43)	11954.14 (8733.56)
(c)	Employees' Deposit Linked Insurance Fund	Employer's Share	Government's Share	Total
(i)	During the year	103.96 (91.44) (00.68)	103.96 (92.12)
(ii)	Progressive	782.86 (678.90)	274.23 (274.23)	1057.09 (953.13)

[Figures given in the brackets indicate position during previous year]

4. ARREARS

(Rs. in crores)

		Opening Balance as on 1.4.97	Addition during the year	Total Arrears	Realised during the year	Closing Balance as on 31.03.1998
(a)	Employees Provident Fund					
(i)	Un-exempted Sector	302.10	114.78	416.88	130.71	286.17
(ii)	Exempted Sector	164.46	76.28	240.74	62.94	177.80
	Total arrears	466.56	191.06	657.62	193.65	463.97
(iii)	Admn. & Inspection Charges	15.44*	7.27	22.71	4.19	18.52
(iv)	Penal Damages	73.70	23.60	97.30	30.28	67.02
(b)	Employees' Pension Fund	51.09*	70.13	121.22	33.03	88.19
(c)	Employees' Deposit Linked Insurance Fund (from employers)					
(i)	E.D.LI. Contribution	10.52*	6.79	17.31	3.28	14.03
(ii)	Admn. & Inspection Charges	1.01*	1.30	2.31	0.31	2.00

• Revised

5. INVESTMENTS DURING 1997-98 [Rs. in Crores]

(a)		Employees' Provident Fund -	Exempted	Unexempted	Total
	(i)	During the year	2003.32 (2357.62)	4281.74 (3832.64)	6285.06 (6190.26)
	(ii)	Progressive	26706.05 (24702.73)	35597.51 (31315.77)	62303.56 (56018.47)
(b)		Employees' Pension Fund, 1995 (Public Account) (including securities)*			
	(i)	During the year			4018.65 (3387.36)
	(ii)	Progressive			11939.61
		Employees' Pension Scheme (Securities)*			
	(iii)	Central Government Securities			663.73
	(iv)	State Government/ Government guaranteed Securities			411.06
	(v)	Special Deposit Scheme			96.08
	(vi)	Public Sector Financial Institutions			1583.00
		TOTAL:			2753.87
(c)		Employees' Deposit Linked Insurance Fund (Public Account & Securities)			
	(i)	During the year			247.02 (198.36)
	(ii)	Progressive			1977.79 (1730.77)

6. RATE OF INTEREST

	Declared for members to Employees' Provident Fund	1997-98 12% 1998-99 12% (On monthly running balance)
(i)		

(Figures given in brackets indicate the corresponding position during the previous year)

7 **CLAIMS** during 1997-98 (Un-exempted)

	Nature of Claims	Claims Settled (No. lakhs)	Amount disbursed (Rs. Crores)	Claims Pending at the end (No. lakhs)
1.	Partial Withdrawals/Advances	3.69	652.24	0.13
2.	Employees' Provident Fund Claims	12.66	2063.08	0.57
3.	Transfer Cases	1.39		0.11
4.	Employees' Pension Claims (All benefits)	10.95	174.40	0.74
5.	Monthly Pension Claims	0.81	25.00	0.13
6.	Employees' Deposit Linked Insurance Claims	0.24	36.12	0.03
	TOTAL:	29.74	2950.84	1.71

8. **PENAL ACTION AGAINST DEFAULTING ESTABLISHMENTS**

		Opening Balance	Launched	Decided	Pending
(a)	Prosecution cases under Section 14 of the Act	70605	5219	2636	73188

(b)	Recovery Certificates under Section 8 of the E.P.F. & M.P. Act, 1952						
		Workload of the year		Executed		Pending	
		No. of cases	Amount (Rs. lakhs)	No. of cases	Amount (Rs. lakhs)	No. of cases	Amount (Rs. lakhs)
(i)	Employees' Provident Fund Scheme	22329	50077.46	3851	8471.89	18478	41605.57
(ii)	Employees' Pension Scheme	19426	7347.32	3094	1329.11	16332	6018.21
(iii)	Employees' Deposit Linked Insurance Scheme	17995	1305.29	3087	153.94	14908	1151.35

(c)	FIR/Challans under section 406/409 IPC (Unexempted establishments)		
		FIR filed with the Police	Challans filed by Police before the Courts
(i)	Filed during the year	496 (287)	43 (16)
(ii)	Cases pending with the Police/Courts as on 31.03.98	With the Police	Before Courts
		5993 (5891)	500 (487)

9. **ANNUAL STATEMENTS OF ACCOUNTS (UN-EXEMPTED ESTABLISHMENTS)** (No. in lakhs)

(a)	Issued during the year	211.50	(206.42)
(b)	Pending as on 31.03.98		
	(i) For want of returns from Employers	54.56	(60.98)
	(ii) Others	51.10	(45.57)
	Total Pendency	105.66	(106.55)

(Figures given in brackets indicate the corresponding position during the previous year)

10. MANPOWER

Category of Employee	Sanctioned strength	Staff in Position
Group "A"	612	430
Group "B"	1892	1714
Group "C"	15514	13392
Group "D"	2437	2267
TOTAL:	20455	17803

D:\ar97-98\glance.doc

-
- (i) Figures given in brackets indicate the corresponding position during the previous year
(ii) Data given are based on the returns received from the field offices.

II. OVERVIEW - [EPFO]

[April 1997 to March, 1998]

Introduction

II.1 Employees' Provident Fund Organisation is one of the largest Provident Fund Institution in the World in terms of the members and volume of financial transaction that it has been carrying on. As on 31.3.98, it had 212.19 lakh contributing members employed in 2.99 lakh establishments/factories falling under 177 Scheduled Industries/ Classes of Establishments.

II.2 Employees' Provident Funds and Miscellaneous Provisions Act, 1952, a Social Security legislation for the institution of a compulsory Provident Fund Scheme apart from others. The Act applies to industrial and commercial establishments and ensure sustained financial assistance in form of monthly pension in the contingencies of superannuation, retirement, permanent total disablement & in the event of death to provide a cover of insurance to their family members. The Organisation operates three Social Security Schemes.

II.3 Employees' Provident Fund Scheme, 1952 provides for contributory provident fund; Employees' Pension Scheme, 1995 which, replaced the erstwhile Employees' Family Pension Scheme, 1971 from 16.11.95 provides for monthly pension; and Employees' Deposit Linked Insurance Scheme, 1976 insurance cover to the member in the unfortunate event of his death.

II.4 The primary object of these three schemes is to provide social security and to inculcate amongst the workers a spirit of savings while they are gainfully employed and to make provision for benefits after they retire from service and for their family

members after death. The three Schemes, taken together now cover a large area of social security system for the workers in covered industrial and other establishments employing 20 or more workers.

II.5 The Employees' Provident Fund Organisation has been vested with the responsibility of implementing all these three Schemes. The Organisation functions under the overall superintendence of the Policies framed by the Central Board of Trustees, a tripartite body headed by Union Minister for Labour as Chairman. The Chief Executive Officer of the Organisation is the Central Provident Fund Commissioner, who is also a Member of the Board and its Secretary.

II.6 The working of the Organisation in implementing these Schemes during the 46 years has been one of steady progress, each successive year extending the membership of the funds to more workers.

Performance during 1997-98

II.7 21,751 new establishments were covered as against 15,500 establishments covered during the previous year at the gross level. There had been a net addition of 21,649 to establishments. 22.78 lakh new subscriber members were enrolled as against 22.79 lakh during the previous year at the gross level. At the net level there had been an additional enrolment of 9.31 lakh members.

II.8 Contributions collected under all three schemes increased to Rs.10,142.73 crores as against Rs.8,854.95 crore during the previous year. Similarly, investment went up from Rs.9,775.98 crores during 96-97 to Rs. 10,550.73 crores during 97-98.

II.9 Provident Fund arrears at the end of the year stood at Rs. 463.97 crores as against Rs. 466.56 crores at the end of the previous year. Out of the arrears a sum of Rs. 396.15 crores are in un-realisable category.

II.10 Service to contributing members is given the utmost priority. Organisation had a workload of 40,49,169 claims during 97-98. Out of this 8,18,726 claims were returned, 84,129 were rejected, 29,85,410 claims were settled leaving a closing balance of 1,60,904 claims. Pendency of 1,60,904 claims represent 3.97% of the total workload. An amount of Rs.2,950.84 crores were disbursed to the claimants.

II.11 As on 31.3.98 total of 2,36,193 beneficiaries have been sanctioned pension under the new Employees' Pension Scheme, 1995.

II.12 During the year, 211.50 lakh annual statement of accounts were issued to the members leaving a pendency of 105.66 lakhs at the end of the year. At the end of the previous year, pendency was 106.55 lakhs.

II.13 In the direction of further improving the working and to bring about better productivity, the Organisation has for the year, 1997-98, formulated a revised Central Action Plan after identifying priority sectors and key result areas in order to apply the man-power resources and infrastructure in the most effective manner. The guiding factor has been a renewed thrust in the following areas:-

- Service to contributing members.
- Extension of cover of Social Security to larger section of workers.

- Recovery of current and outstanding arrears of Provident Fund and other arrears.
- Effective house-keeping and management of members account.

II.14 The aforesaid policy parameters have resulted in a complete restructuring of the Action Plan, its monitoring and reporting procedure with complete focus on key result areas. It is hoped that the Organisation would register further improvements and growth in the coming year.

II.15 As part of the decentralisation policy and with the objective to provide service to the members at their door-steps, the following new offices were opened:

- Sub-Regional Office - Vapi (Gujarat)
- Sub-Regional Office - Jodhpur (Rajasthan)
- Sub-Regional Office - Durgapur (WB)
- Sub-Accounts Office - Ambathur (T.N.)
- Inspectorate Office - Kulu, (HP)
- Inspectorate Office - Paonta Sahib (HP)
- Inspectorate Office - Kalpetta Distt Wynad (KR)

Computerisation

II.16 The process of Computerisation was started in the year 1989 with the introduction of one PC-XT Computer System at one of the Regional Office, Maharashtra primarily, to clear the accumulated pendency in issuance of Annual Statement of Accounts to the Members.

Electronic Data Process (EDP) Centres have been set up with fully operational Computer Centres at 85 field offices of the Organisation.

Effective steps to remove bottlenecks towards smooth computerisation were taken.

Hardware systems were upgraded with latest model computer machines. In the software development area, implementation of Employees' Pension Scheme was taken up through Computer. Inter-connectivity through NICNET for better information/data exchange was successfully attempted. Plans are in hand to streamline computer operations to address the long term needs by developing integrated software systems. Presently, the area of concern is collection, creation and processing of detailed data on each member of the fund so as to stabilise the future progress aspects of the Employees' Pension Scheme. Initiatives are already underway to cope with creation of large volume of data base. Wherever, computer infrastructure were found wanting, outside support was enlisted. This being a huge exercise involving collection of member and family particulars, its verification, data entry, generation of authentic report etc. is likely to take some time before the entire data base gets to position. Steps to introduce Electronic Mail Facility in the Organisation through NICNET Connectivity obtained through National Informatic Centre have been taken.

Net working

69 Modems have been purchased and supplied to the various Regional and Sub-Regional Offices for this purpose. It is now possible for the field offices and Head Office to communicate between themselves using this networking.

Internet

Head Office of the Organisation stepped into the information super highway by getting connected to the Internet obtained through National Informatic Centre. The Internet facility is available in the Computer

Systems of Central provident Fund Commissioner Office.

Total & Comprehensive computerisation

Executive Committee, CBT, EPF in its meeting held on 21.10.97 proposed to undertake a "Total and Comprehensive Computerisation" project. This has been envisaged as a turnkey project to be implemented by a reputed Information Technology Agency. In the first phase, it has been decided to implement the project in the five largest regions viz. - Delhi, Maharashtra, Andhra Pradesh, Tamil Nadu and West Bengal.

Introduction of Hindi Software:

HINDI language software has been procured and supplied for use at Head Office. For the field offices, steps have been taken to identify and supply suitable Hindi Software able to work under UNIX/UNIX Ware environment.

Public Grievances

II.17 Redress of grievances of the members as also the claimants became an area of high priority for the Organisation. Efforts were put-in by the Organisation in this area and mechanism was built-up to acknowledge and settle the grievances of the members and claimants.

As per the Government of India guidelines, a Computerised Public Grievances Handling System (PGHS) is introduced in all the field formations. Facilitation Centres also have been set up at all Offices of E.P.F.Organisation to redress the Public Grievances.

Lok Adalats

Lok Adalats are being organised on 10th of every month for on the spot redressal

of Grievances at all Facilitation Centres in all Sub-Regional/Regional Offices.

Process Re-engineering -

Long term perspective plan

II.18 In order to address the long term objectives of the Organisation, it has been its endeavour to address critical issues through a perspective plan for comprehensive restructuring of the Organisation to cope up with the challenges of the future. A study was undertaken with the assistance of Tata Consultancy Services covering:-

- (1) System study and process re-engineering.
- (2) Preparation of perspective plan; and
- (3) Designing of suitable organisational structure.

II.19 The Consultants after the completion of the system study and process re-engineering came up with a number of suggestions and recommendations requiring drastic changes in the work flow mechanism at the operational level. While giving effect to the changes suggested by the Consultants at the operational level would call for appropriate changes in terms of decentralised computerisation with computer terminals at every work station, integrated software environment, simplification of remittance procedure by the employers and restructuring of statutory returns now being submitted by the employers. Notwithstanding the basic changes suggested by the Consultants, pilot project as envisaged in the terms of references were attempted at Regional Office, Faridabad and Sub-Regional Office, Vishakhapatnam. Further, action to finalise the report is being taken.

Technical Assistance Appraisal by ILO

II.20 The Organisation is in the initial

stages of setting up the Pension Scheme to address the long-term challenges to achieve the objectives behind the introduction of this new social protection scheme. The Organisation had also taken up this issue with the International Labour Organisation [ILO] for their technical assistance covering; the need to determine a strategy for the future development of the EPFO with regard to the extension of coverage, the structure of the benefit programme and the relationship with other social security provisions; the need to review the Organisation and procedures of the EPFO with a view to improving administrative efficiency.

II.20 Social Security specialists from International Labour Organisation had undertaken a Technical Assistance Appraisal Mission of the EPFO from November 20-29, 1996. The International Labour Organisation have recommended for technical assistance projects covering, work processes and line functions, Software design and preparation, Implementation of new systems in pilot project, Review of EPFO organisational structure and personnel policies, Staff Training, Investment of social security funds etc. ILO have proposed for a number of technical co-operation Project on this account. The Organisation has already taken up the matter with the Government who in turn have referred the issue to UNDP for funding assistance.

II.21 It would be noted that during the year 1997-98, the Organisation registered improvement in most of the functional areas and efforts are on to bring about further improvements in the working of the Organisation.

D:\ar98\overview.sam

CHAPTER III

ORGANISATION

INTRODUCTION

Constitution of India in Part IV under the Chapter, "Director Principles of State Policy", inter-alia, enjoins upon the State to strive to promote the welfare of the people by securing and protecting as effectively as it may, a social order in which justice, social economic and political shall inform all the institutions of the national life.

Government of India has, through various enactments, endeavoured to give effect to the ideas and objectives enshrined in the Constitution. In the field of social security, the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the three Schemes framed under it, namely, the Employees' Provident Funds Scheme, 1952, the Employees Deposit Linked Insurance Scheme, 1976 and Employees' Pension Scheme, 1995 are amongst the extensive and major social security programmes for the working class of India.

Employees' Provident Funds & Miscellaneous Provisions Act, 1952 was enacted with the main object of "making some provision for the future of the industrial worker after he retires or for his dependants in case of his early death". It was then felt, after considering the possible alternatives, that the most appropriate course for this purpose was the institution of compulsory contributory provident funds to which both the worker and the employer would contribute. It was recognised that such a scheme would have, apart from others, the obvious advantage of cultivation among the workers the spirit of saving something regularly and would also encourage the stabilisation of a steady labour force in industrial centres.

The Act initially provided for framing of a Scheme to be called the 'Employees' Provident Funds Scheme' for the establishment of provident fund under the Act for specified classes of employees. The Employees' Provident Funds Scheme was accordingly framed and it came into effect from 1.11.1952. On a review of the working of the Scheme over the years, it was found that although Provident Fund was an effective old and survivorship benefit, in the event of premature death of an employee, the accumulations to the Provident Fund might not be sufficient to render adequate and long-term protection to his family. This led to the introduction of the Employees' Family Pension Scheme with effect from 1.3.1971 for the employees covered under the Act and creation of a Family Pension

Fund by diverting a portion of the employees' and the employers' contribution from the Provident Fund supplemented by a contribution from the Central Government.

In the year 1976, the Act was further amended with a view to introducing yet another Social Security Scheme to provide an insurance cover to the members of the Provident Fund without Payment of any premium by such members. The insurance cover was linked to deposits in the Provident Fund to the credit of the deceased employee. The Employees' Deposit Linked Insurance Scheme came into effect from 1.8.1976.

An Ordinance was promulgated on 17th October, 1995 which was repealed by amendment of Employees' Provident Funds and Miscellaneous Provisions Act, 1952 in August, 1996 empowering the Central Government to frame a Scheme called the Employees' Pension Scheme, 1995 which was introduced w.e.f 16.11.1995 replacing the Employees' Family Pension Scheme, 1971.

The three Schemes taken together provide to the employees an umbrella for the rainy day in the shape of old age and survivorship benefits, a long term protection and security to the employee and after his death to his family members, and timely advances during the period of membership. To the employers, they provide a steady labour force, which is essential for the productivity and prosperity of the establishment. To the Government, they provide funds of considerable magnitude for utilisation on various projects and programmes designed to promote economic and social development of the country and well being of its people.

ADMINISTRATION OF THE FUND

CENTRAL BOARD OF TRUSTEES

The three Schemes framed under the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 are administered by the Central Board of Trustees which is a tripartite body consisting of

-	Chairman,	
-	Vice Chairman,	
-	Central Government representatives	- 5
-	State Governments representatives	- 15
-	Employers' representative	- 10
-	Employees representative	- 10

Central Provident Fund Commissioner is Ex-officio member of the Board. Union Labour Minister is the Chairman and Union Labour Secretary is the Vice Chairman of the Board. The tenure of the Board is five years. Main functions of the Board are :-

- Administering the funds created under the vested in the Board and performing other works incidental thereto.
- Maintaining accounts of Income & Expenditure in prescribed form and manner.
- Delegation of powers for administration of the Schemes.
- Submitting audited accounts with comments and annual report on performance of the Organisation to Government.

Shri M.P.Veerendra Kumar Hon'ble Union Labour Minister was the Chairman of the Board during 1997-98. During the year under report, one Special Meeting and three regular meetings of the Board were held. A list of Members of the Board as on 31.3.1998 is given in Appendix-A.1.

EXECUTIVE COMMITTEE

III.7 The Executive Committee is a statutory Committee which is constituted from amongst the members of the Central Board of Trustees by the Central Government under Section 5AA of the Act to assist the Central Board of Trustees in the performance of its functions relating to administrative matters. The term of the Committee is 2.1/2 years. It consists of :-

- | | | | |
|---|----------------------|---|---|
| - | Chairman, | | |
| - | Representatives of : | | |
| - | Central Government | - | 2 |
| - | State Governments | - | 3 |
| - | Employees | - | 3 |
| - | Employers | - | 3 |

The functions of the Committee are :-

- Opening of Sub-Regional Offices
- Approval for the purchase of land and estimates for constructing office buildings and staff quarters.
- Creation of Group 'A' posts.
- Creation of new regions/upgradation of existing regions.

- Hiring of buildings on monthly rent exceeding Rs. 50,000/-.
- Consideration of the investment policy and making appropriate recommendations to the Board on liberalisation of investment pattern.
- Specifying work norms for staff and officers of the Organisation.
- Framing/amending of the rules relating to method of recruitment, pay and allowances and other conditions of service of the officers and staff of the Employees' Provident Fund Organisation.

SUB COMMITTEES OF THE CENTRAL BOARD OF TRUSTEES:

Finance & Investment Committee:

Finance & Investment Committee is a Sub-Committee of the Central Board of Trustees consisting of the representatives of Employers, Employees and Governments. The main functions of the Committee are to :

- Oversee the investment being done at present by State Bank of India as Portfolio Manager.
- Watch timely investment of trust money with a view to realising the optimum returns thereon.
- Issue such directions, as may be considered necessary, to the State Bank of India in regard to investment/re-investment of redemption proceeds, interest etc. within the investment pattern provided by Government from time to time.
- Recommend rate of interest for the members of the fund.

The Financial Advisor of the Ministry of Labour is the Chairman and the Financial Advisor & Chief Accounts Officer of the Employees' Provident Fund Organisation is convenor of the Committee. During the year, one meeting of the Committee was held.

Committee of Exempted Establishments :

This Sub-Committee of the Central Board of Trustee was to

- Oversee the working of the exempted establishments and to make suggestions for consideration of the Board, to improve working of the exempted establishments.

- Consider and suggest additional guidelines for grant of exemption/relaxation.

The Committee was last re-constituted on 22.9.1997 with Secretary (Labour) to the Government of Andhra Pradesh as Chairman and Additional Central Provident Fund Commissioner (Enforcement) EPFO as the Convenor. Employees' & Employers representatives are also the members of the Committee. During the year one meeting was held.

Committee of Special Reserve Fund :

Committee was set-up by the Board in 1960 to

- Review utilisation of Fund periodically
- Recommend formulation of guidelines towards enlargement on utilisation aspect; and

The Committee was last reconstituted on 22.9.1997 with Secretary (Labour) to the Government of Andhra Pradesh as Chairman and the Financial Adviser and Chief Accounts Officer of the Organisation as Convenor.

Sub-COMMITTEES OF EXECUTIVE COMMITTEE

Building & Construction Committee :

This Sub-Committee of the Executive Committee has been set up to :

- Examine the proposals for acquiring/purchase of land and building/construction referred to the Executive Committee.
- Examine the proposals for acquiring land/building/construction including their technical feasibility, financial viability and drawings etc. which require consideration of the Executive Committee, other than those proposals involving acquiring of land/building/construction from or through the Central or State Public Sector Undertakings.

The Committee consists of two members of the Executive Committee (one each representing employers and employees) and the Additional Central Provident

Fund Commissioner (Zone)/Regional Provident Fund Commissioner of the Region. Chief Engineer, EPFO is the Convenor of the Committee.

During the year under report, six meetings of the Sub-Committee were held in which eighteen proposals for construction of buildings, Staff quarters interior and other similar works were finalised and recommended.

PENSION IMPLEMENTATION COMMITTEE:

Pension Implementation Committee has been set up under the Chairmanship of Secretary to the Government of India, Ministry of Labour with a view to :

- Review the functioning of the Employees' Pension Scheme, 1995 including computerisation in EPFO, disbursement of pension etc.
- Consider suggestions/proposals for amendment in the Employees' pension Scheme, 1995.

This Sub-committee consists of representatives of Employees (Three), Employers (Three) and Central Provident Fund Commissioner . The Additional CPFC (Pension) is the Convenor of this Committee. During the year under report two meetings of this Sub-Committee were held.

PARLIAMENTARY CONSULATIVE COMMITTEE MEETINGS:

Parliamentary Consulative Committee for the Ministry of Labour was constituted on 21.08.1996. Three meetings of the Parliamentary Committee were held during the year under report wherein the Committee was apprised of the status of implementation of the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and Schemes framed thereunder. Some of the issues that were discussed in these meetings relate to :

- non-payment of statutory dues by Central Public Sector undertaking
- follow up action on the report of the Sub-Committee in respect of Employees' Provident Funds.
- Enhancement of rate of interest on Pension Funds kept in "Public Account" of the Government of India.
- Setting up of Training Institute in North Eastern Region.

REGIONAL COMMITTEES :

Para 4 of the Employees' Provident Fund Scheme, 1952 provides for constitution of Regional Committees for each State to advise the Central Board of Trustees on matters connected with the administration of the Scheme in the State and in particular on :-

- Progress of recovery of provident fund contributions and other charges,
- expeditious disposal of prosecution,
- speedy settlement of claims,
- annual rendering of accounts to members of the Fund, and
- speedy sanction of advances.

There are 18 Regional Committees constituted under Para 4 of Employees' Provident Fund Scheme, 1952. The term of the Regional committee is 3 years. Region-wise position of meetings held during the year 1997-98 is as under :-

No. of Meetings held	Name of the Region
3	Kerala
2	Andhra Pradesh, Bihar, Delhi, Gujarat, Karnataka, Madhya Pradesh, Maharashtra, Orissa, Punjab, Himachal Pradesh, Rajasthan, Tamil Nadu & Uttar Pradesh
1	Assam, Haryana, West Bengal & Tripura.

The following Regional Committees were reconstituted during the year under report :-

Sl.No.	Name of the Region	Date of reconstitution
1	Madhya Pradesh	19.11.1997
2	Gujarat	13.01.1998
3	Haryana	06.08.1997
4	Tamil Nadu	28.07.1997
5	Tripura	12.06.1997

SUB-REGIONAL OFFICES

III.12 As a measure of de-centralisation and with a view to providing service nearer to the door steps of the members, Sub-regional and Sub-Accounts Offices are opened. There are 55 Sub-Regional Offices and 10 Sub-Accounts Offices.

INSPECTORATE OFFICES

Enforcement Officer is an important link between the Employees' Provident Fund Organisation and the employers of the covered establishments. Apart from attending to regular inspection work, he has also to perform an advisory role vis-à-vis the employers and workers in different establishments. The Enforcement Officer has to ensure that all coverable establishments/factories are duly covered under the Act and all employees eligible for membership of the Fund are duly enrolled by conducting inspections/surveys. To facilitate effective inspection of establishments, Inspectorates at various places have been opened.

There are 155 Inspectorate level Offices functioning all over the country. During the year 2,01,389 inspections were carried out. Out of 1,68,928 related to Un-exempted establishments and 5,437 related to Exempted establishments. 27,024 surveys were conducted to examine the potential for additional coverage which resulted in coverage of 21,751 new establishments during the year.

To provide education and guidance to members, the Organisation have opened "Service Centres" in locations, where there is concentration of workers. As on 31.3.98, there are three Service Centres functioning in different parts of the country. After opening of Sub-Regional Offices at Nizamabad, Salem, Tirunelvely, the Service Centres merged with these Sub-Regional Offices.

ADMINISTRATIVE INSPECTIONS

To assess the effectiveness of the maintenance of basic records and adherence of the procedures prescribed in the Manual by the operational Offices, Administrative Inspections are carried out by the Central Inspection teams of various Regional Offices. Similarly, the inspections of Sub-Regional Offices are carried out by the Regional Commissioner's in-charge of the Regions. During the year under report, Central Inspection team carried out inspections of 15 Regional Offices except Regional Office, Orissa. Central Provident Fund Commissioner's carried out detail reviews as under :

South Zone Zonal Training Institute	:	1
West Zone Zonal Training Institute	:	1
Regional Office	:	16
Sub-Regional Offices	:	55
Sub-Accounts Offices	:	10

CHAPTER IV

EMPLOYEES' PROVIDENT FUNDS SCHEME 1952

Application of the Act

1 Employees' Provident Funds and Miscellaneous Provisions Act, 1952 extends to the whole of India except the State of Jammu and Kashmir. [The State Government of Jammu and Kashmir have instituted a separate Provident Fund Scheme with effect from 1st June, 1961]

2 The Act initially applied to factories/establishments falling in 6 specified industries, i.e. (1) Cement, (2) Cigarettes, (3) Electrical, Mechanical or General Engineering Products, (4) Iron & Steel (5) Paper, (6) Textiles (made wholly or in part of cotton or wool or jute or silk whether natural or artificial) which had completed 3 years of existence and employed 50 or more persons. Through an amendment, establishments employing 20 or more persons were also brought under the purview of the Act with effect from 31st December, 1960 subject to the condition that 3 years must have elapsed from the date of setting up of establishments employing 50 or more persons and 5 years in case of establishments employing 20 or more persons but less than 50 persons.

3 Through another amendment of the Act w.e.f 22.9.97, infancy period of three years has been abolished.

4 The Act has been made applicable to new specified industries/classes of establishments from time to time. Presently, the Act is applicable to 177 specified industries/classes of establishments.

5 Employees' Provident Funds & Miscellaneous Provisions Act, 1952 as it stands is applicable to:

- (i) every establishment which is engaged in any one or more of the industries specified in Schedule I of the Act or any activity Notified by Central Government in the Official Gazette;
- (ii) employing 20 or more persons.

The Act does not apply to Co-operative Societies/Establishment, employing less than 50 persons and working without the aid of power.

Schedule of Industries/ Classes of Establishments

6 Presently, 177 Industries/Classes of establishments are covered under the Employees' Provident Funds and Miscellaneous Provisions Act, which are listed in **Appendix-A.2**. An analysis of Appendix-A.2 would reveal that factories/ establishments in major sectors of the economy have been covered under the Act. These include factories/establishments in Primary, Secondary, Trading, Commercial and Service Sectors of the economy. The distribution of Industries/Classes of establishments covered under the Act, falling under various sectors of the economy based on National Industrial Classification(NIC) is given in Table-1.

TABLE:1				
SCHEDULE OF INDUSTRIES/CLASSES OF ESTABLISHMENTS ACCORDING TO NATIONAL INDUSTRIAL CLASSIFICATION				
Sr. No.	NIC Division No.	Name of the Division	Number of Industries/ Classes of Estts.	Percentage to Total
PRIMARY SECTOR				
1	0	Agriculture, Forestry and Fishing	10	5.65
2	1	Mining and Quarrying	36	20.34
3	2&3	Manufacturing including repairs	91	51.41
4	4	Electricity, Gas and Water	1	0.57
5	5	Construction	1	0.57
6	6	Hotels	6	3.39
SERVICE SECTOR				
7	7	Transport, Storage and Communication	7	3.95
8	8	Financing, Insurance, Real estate and Business services	9	5.08
9	9	Community, Social and Personnel services	16	9.04
			177	100

Establishments covered

7 Continued efforts were made by the Organisation through the system of intensive inspections to bring within the purview of the Act all coverable establishments and also to ensure that the benefits available under the Act/Schemes are extended to all eligible employees of covered establishments. At the gross level - 21,751 new establishments were covered during the year as against 15,500 establishments during the previous year. After accounting for 102 establishments which were either discovered or adjusted due to reconciliation of figures by the Regions, the net addition to establishments over the previous year was 21,649 establishments during the year.

Members enrolled

8 At the inception of the Employees' Provident Funds Scheme, 1952 an employee who was in receipt of pay upto Rs.300/- p.m. and who worked for one year was eligible for membership of the Fund. As a result of amendments made from time to time, the conditions of eligibility for membership have been liberalised in favour of the employee. Liberalisation that have taken place by way of amendment to Employees' Provident Fund Scheme, 1952 for enrolment to membership with regard to wage limit (Para 2(f)) and qualifying period of service (Para 26) are given below:-

Chronological event in the change of wage limit under Employees' Provident Funds Scheme, 1952 (Para 2(f)) for membership	
Period	Wage limit per month
01.11.1952 to 31.05.1957	Rs. 300/-
01.06.1957 to 30.12.1962	Rs. 500/-
31.12.1962 to 10.12.1976	Rs. 1000/-
11.12.1976 to 31.08.1985	Rs. 1,600/-
01.09 1985 to 31.10.1990	Rs. 2,500/-
01.11.1990 to 30.09.1994	Rs. 3,500/-
01.10.1994 onwards.	Rs. 5,000/-

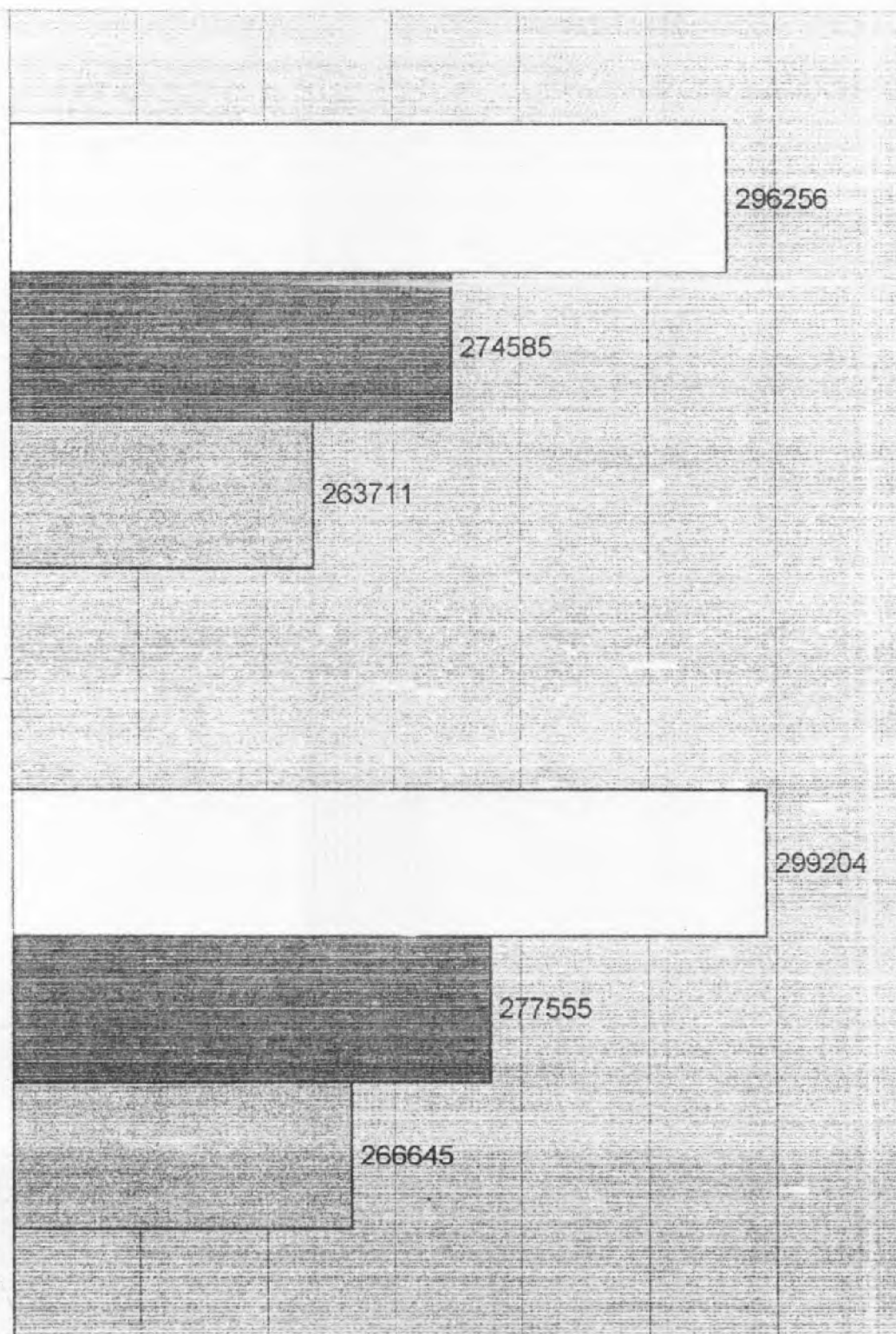
Qualifying period of service Eligibility for enrolment to the membership of the Fund (Para 26 of the E.P.F.Scheme, 1952)	
From the inception of the EPF Scheme, in 1952 till 2nd December, 1971.	Completion of one year's continuous service or has actually worked for not less than 240 days within a period of one year or less, whichever is earlier.
From 03.12.1971 to 09.08.1974	Completion of one year's continuous service or has actually worked for not less than 240 days within a period of one year or less or has been declared permanent in any such factory or other establishment whichever is the earliest.
From 10.08.1974 to 30.01.1981	Completion of six months continuous service or has actually worked for not less than 120 days within a period of six months or less or has been declared permanent in any such factory or other establishment, whichever is the earliest.
From 31.01.1981 to 31.10.90	Completion of three months continuous service or has actually worked for not less than 60 days within a period of three months or has been declared permanent in any such factory or other establishment, whichever is the earliest.
From 01.11.1990 onwards	From the date of joining the factory/ establishment

9 During the year 22,78,186 new Members were enrolled at the gross level comprising of 20,79,030 in the Unexempted category and 1,99,156 in the Exempted category. After accounting for the ceased Members, the net addition during the year was 9,31,019 Members. The details of the coverage of establishments and enrolment of members is given in Table-2.

TABLE-2			
COVERAGE OF ESTABLISHMENTS AND ENROLMENT OF MEMBERS			
	UN-EXEMPTED	EXEMPTED	TOTAL
ESTABLISHMENTS			
As on 31.03.1997	274585	2970	277555
Add.: Covered during year	21745	6	21751
Less : decovered	74	28	102
As on 31.3.1998	296256	2948	299204
Net Addition over the previous Year	21671	(-)22	21649

MEMBERS			
As on 31.03.1997	15752603	4535921	20288524
Add. enrolled during the year	2079030	199156	2278186
Less ceased during the year	1015212	331955	1347167
As on 31.03.1998	16816421	4403122	21219543
Net Addition over the previous Year	1063818	(-) 132799	931019

Establishments covered under the Act

of which
Unexempted

No.s

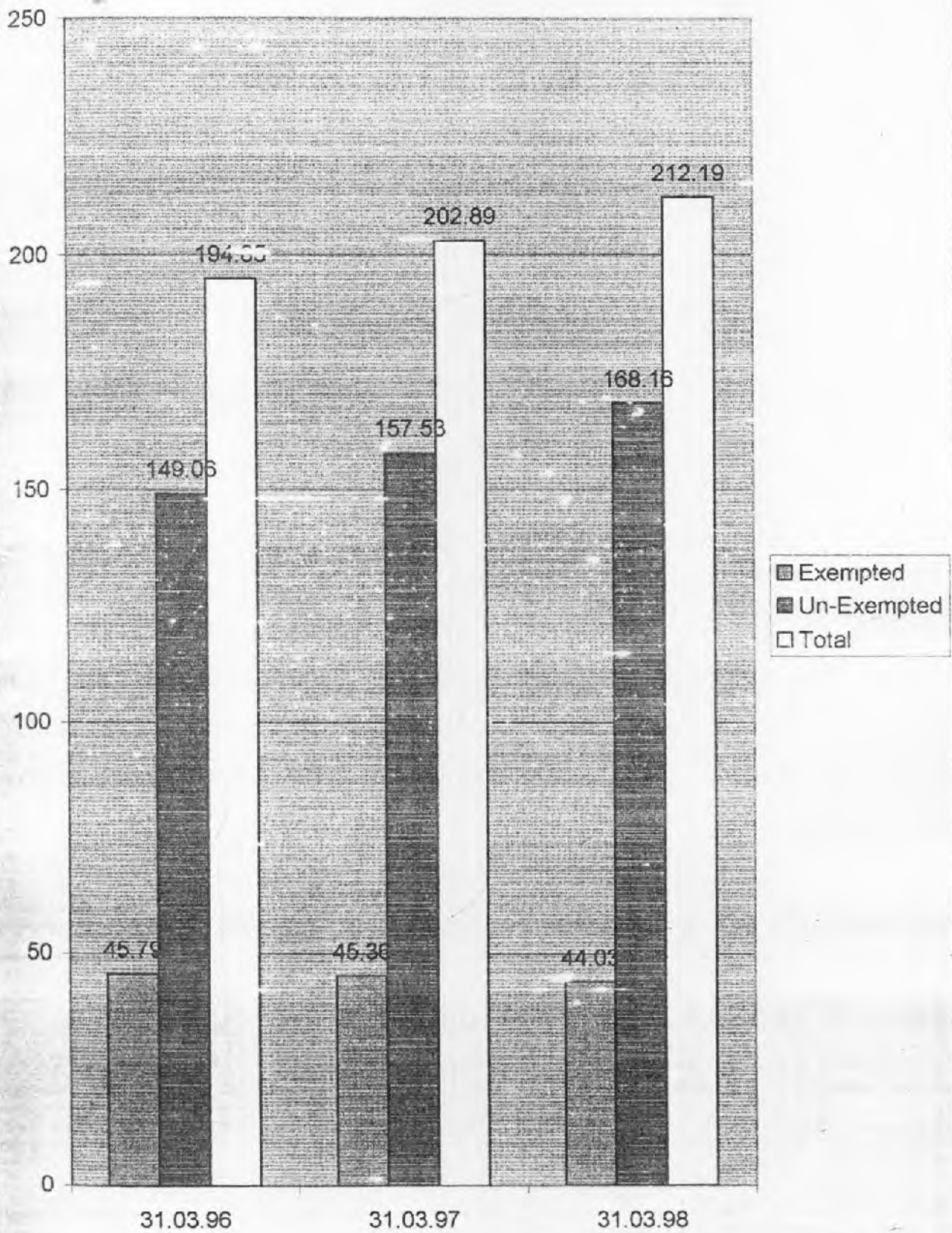
■ 31.03.96 ■ 31.03.97 □ 31.03.98

TABLE:3

**REGION-WISE ESTABLISHMENTS & MEMBERS COVERED
UNDER E.P.F. SCHEME, 1952**

Name of the Region	ESTABLISHMENTS				MEMBERS			
	Exempted	Un-Exempted	Total	%age to total	Exempted	Un-Exempted	Total	%age to total
[1]	[2]	[3]	[4]	[5]	[6]	[7]	[8]	[9]
Andhra Pradesh	111	24199	24310	8.12	284909	1308039	1592948	7.51
Bihar	215	9171	9386	3.14	408855	415670	824525	3.89
Delhi	242	19551	19793	6.62	324655	602939	927594	4.37
Gujarat	94	28219	28313	9.46	239551	1220924	1460475	6.88
Haryana	28	10063	10091	3.37	56074	478979	535053	2.52
Karnataka	122	20497	20619	6.89	280468	1284654	1565122	7.38
Kerala	74	10892	10966	3.67	49124	891955	941079	4.43
Madhya Pradesh	40	10674	10714	3.58	129692	646809	776501	3.66
Maharashtra	480	43175	43655	14.59	706954	2914243	3621197	17.07
N.E. Region	35	3160	3195	1.07	44729	171250	215979	1.02
Orissa	53	5958	6011	2.01	111305	441608	552913	2.61
Punjab	35	14596	14631	4.89	45756	834937	880693	4.15
Rajasthan	41	8603	8644	2.89	129834	555532	685366	3.23
Tamil Nadu	411	37458	37869	12.66	427450	2815730	3243180	15.28
Uttar Pradesh	196	23152	23348	7.8	239919	1011694	1251613	5.9
West Bengal	771	26888	27659	9.24	923847	1221458	2145305	10.11
TOTAL :	2948	296256	299204	100	4403122	16816421	21219543	100

Provident Fund Members



Regional concentration of members

11 Table-4 indicates the listing of regions in terms of concentration of members. Maharashtra Region followed by Tamil Nadu Region have the largest number of members. It would also be noted that around 70% of the establishments and members are concentrated in seven regions namely Maharashtra, Tamil Nadu, West Bengal, Gujarat, Andhra Pradesh, Uttar Pradesh and Karnataka.

TABLE : 4					
LISTING OF REGIONS IN TERMS OF CONCENTRATION OF MEMBERS					
S.No.	Region Name	Establishments	%age of the total	Members	%age of the total
1	Maharashtra	43655	14.59	3621197	17.07
2	Tamil Nadu	37869	12.66	3243180	15.28
3	West Bengal	27659	9.24	2145305	10.11
4	Andhra Pradesh	24310	8.12	1592948	7.51
5	Karnataka	20619	6.89	1565122	7.38
6	Gujarat	28313	9.46	1460475	6.88
7	Uttar Pradesh	23348	7.8	1251613	5.9
8	Kerala	10966	3.67	941079	4.43
9	Delhi	19793	6.62	927594	4.37
10	Punjab	14631	4.89	880693	4.15
11	Bihar	9386	3.14	824525	3.89
12	Madhya Pradesh	10714	3.58	776501	3.66
13	Rajasthan	8644	2.89	685366	3.23
14	Orissa	6011	2.01	552913	2.61
15	Haryana	10091	3.37	535053	2.52
16	North East Region	3195	1.07	215979	1.02
TOTAL		299204	100	21219543	100

Concentration of members- Industry-wise

12 There are in all 177 Schedule of Industries/Classes of establishments to which the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 is applicable. However, there are only five Schedule Industries in which maximum percentage of members are concentrated. The five industries are Electrical, Mechanical or General Engineering establishments, Textile, Beedi, Trading & Commercial and Heavy and Fine Chemical industrial establishments. These five industries account for 42.70% of the total membership.

Twenty five schedule of industries/classes of establishments account for 71.52% of the total membership. Concentration of members and Establishments in these top 25 industries/ schedule of establishments is given in Table:5.

Regional Concentration of Members

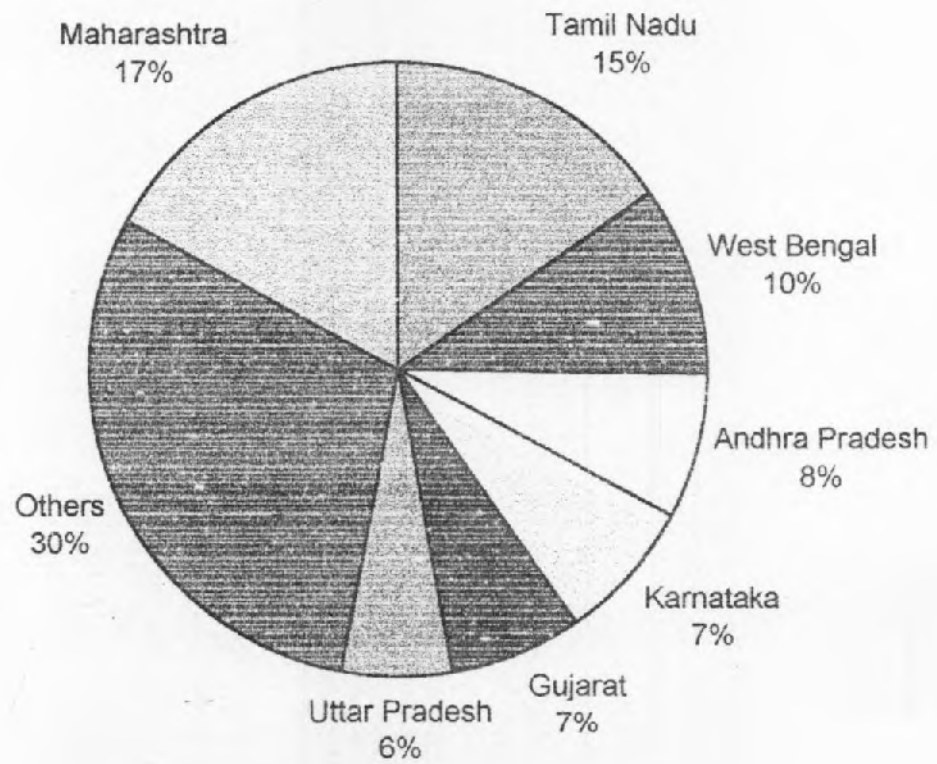
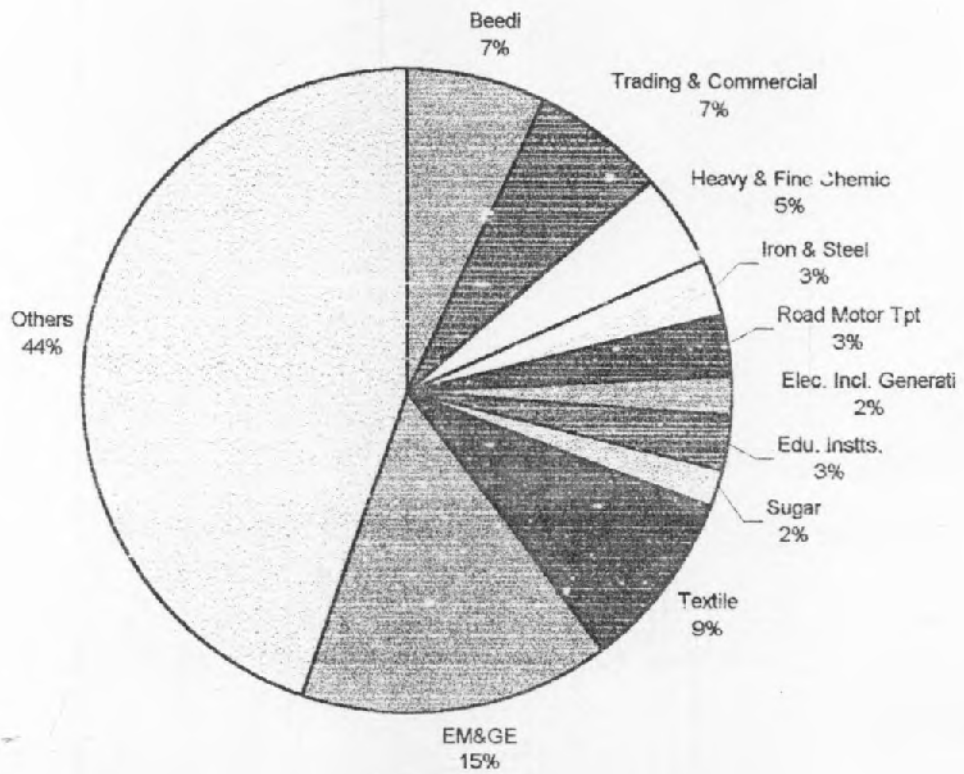


TABLE: 5

CONCENTRATION OF MEMBERS & ESTABLISHMENTS

Sl. No.	Name of Scheduled Industry/Class of Establishment	MEMBERS		ESTABLISHMENTS	
		Numbers	%age to total	Numbers	%age to total
1.	Electrical Mechanical or General Engineering	3350734	15.79	47477	15.87
2.	Textile	1835240	8.65	16064	5.37
3.	Beedi Establishments	1465181	6.90	3930	1.31
4.	Trading & Commercial	1412981	6.66	30050	10.04
5.	Heavy and Fine Chemical	997043	4.70	9350	3.12
6.	Road Motor Transport Establishments	646495	3.05	4504	1.51
7.	Iron & Steel	597881	2.82	3750	1.25
8.	Educational Institutions	567031	2.67	20698	6.92
9.	Electricity including Generation Transmission & Distribution	455534	2.15	2675	0.89
10.	Sugar	439980	2.07	2733	0.91
11.	Tea Industry (Except State of Assam)	375284	1.77	868	0.29
12.	Petroleum or Natural Gas Refining	289703	1.37	5233	1.75
13.	Garment making factories	270283	1.27	2718	0.91
14.	Automobile Repairing & Servicing	254605	1.20	2213	0.74
15.	Hotels	244515	1.15	6413	2.14
16.	Rubber and Rubber Products	239518	1.13	2412	0.81
17.	Printing	224865	1.06	7992	2.67
18.	Jute	217764	1.03	128	0.04
19.	Paper	211840	1.00	1576	0.53
20.	Cement	207007	0.98	844	0.28
21.	Banks (Doing business within State/Union Territory)	198645	0.94	1607	0.54
22.	Tea Plantation (other than in Assam)	173661	0.82	686	0.23
23.	Building and Construction	169448	0.80	4232	1.41
24.	Hospitals/ Nursing Homes	166954	0.79	2496	0.83
25.	Cashewnuts	165076	0.78	1102	0.37
TOTAL OF 25 INDUSTRIES/CLASSES OF ESTABLISHMENTS		15177268	71.52	181751	60.74
TOTAL COVERAGE		21219543	100.00	299204	100.00

Industry Concentration of Members



Voluntary coverage

13 An establishment which is not otherwise coverable under the Act can be covered voluntarily with the mutual consent of the employer and the majority of its employees, under Section 1(4) of the Act. As on 31st March, 1998, the number of voluntarily covered establishments were 20,577. During the year 1997-98, additional 1,623 establishments were notified for voluntary coverage under the Act as against 1,485 establishments during the year 1996-97.

Rate of contribution

(i) Government issued Notification dated 9th April, 1997 enhancing Provident Fund contribution rate from 8.33% to 10%. With this, 172 categories of industries/establishments out of 177 categories notified will be paying Provident Fund contribution @ 10% w.e.f. 1.5.1997.

(ii) Government through an Ordinance dated 22nd September, 1997 increased the contribution rate towards Provident Fund as under :

- (a) Establishments paying contribution @ 8.33% to 10%.
- (b) Establishments paying contribution @ 10% to 12%.

Contribution @ 10% of the wages is applicable in respect of following industries/class of establishments:

- (1) Jute Industry
- (2) Beedi Industry
- (3) Brick Industry
- (4) Coir Industry other than the spinning Sector
- (5) Guar Gum factories
- (6) Any Sick Industrial Company as defined in the Sick Industrial Companies Act, 1985;
- (7) Any other establishment which has at the end of any financial year accumulated losses equal to or exceeding the entire networth.

The list of Industries/Classes of establishments to which the enhanced rate of contribution is applicable in **Appendix -A.3.**

Contribution Received

15 During the year, Rs.6,818.19 crore were received as provident fund contributions. Out of this Rs.3,643.49 crore were collected from un-exempted establishments by the Organisation and Rs.3,174.70 crore were transferred to respective Board of Trustees by the exempted provident funds. There had been an increase in the receipt of contribution to the extent of Rs.847.13 crore over the previous year.

Provident Fund Contributions

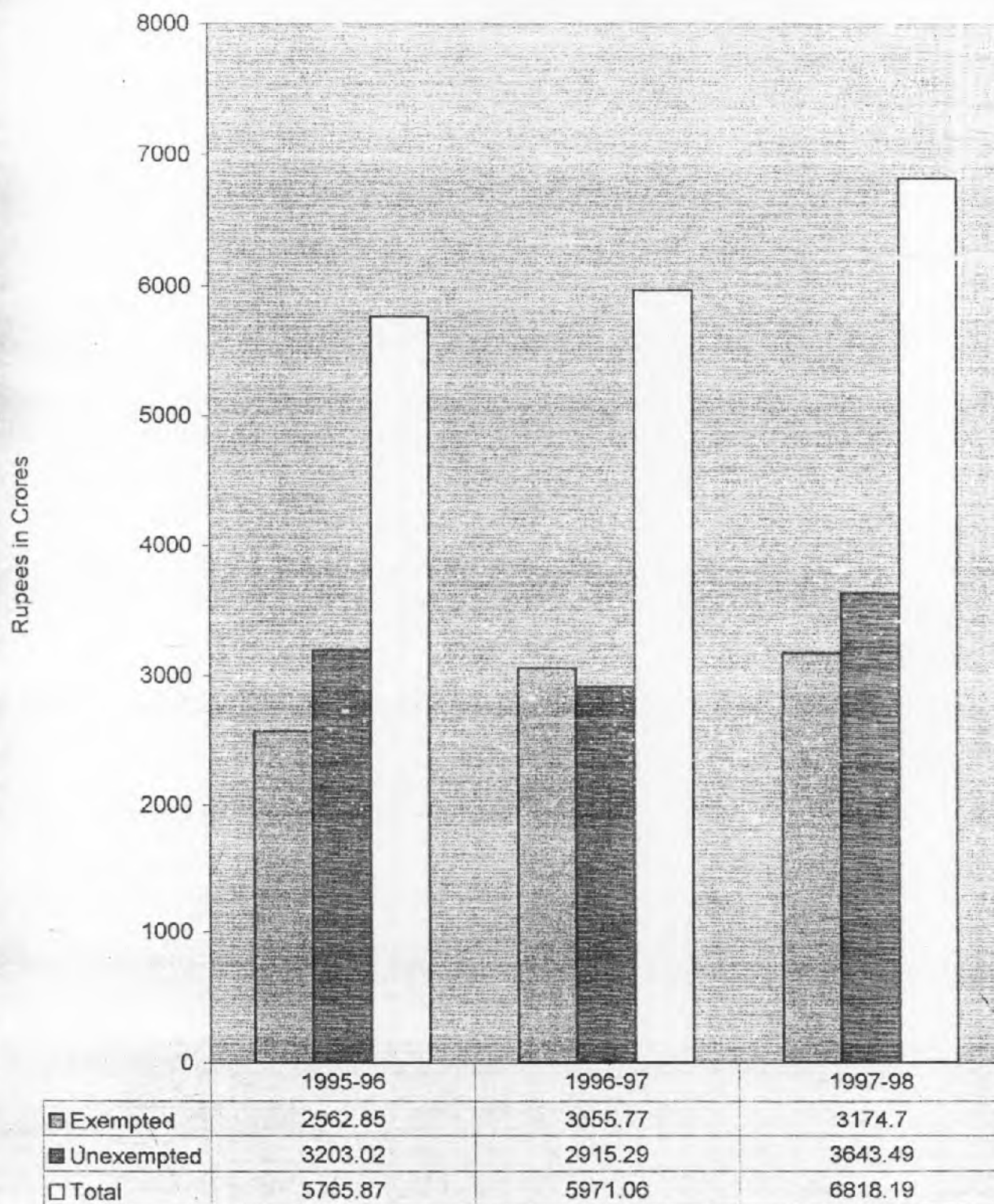


TABLE:6 PROVIDENT FUND CONTRIBUTIONS RECEIVED. (Rs. in crores)						
Year	Exempted Sector	Percentage variation over previous year	Unexempted	Percentage variation over previous year	Total contribution	Percentage variation over the previous year
1993-94	2413.75	-(1.81)	2541.1	15.07	4954.85	6.18
1994-95	2281.02	-(5.49)	2795.87	10.03	5076.89	2.46
1995-96	2562.85	12.35	3203.02	14.56	5765.87	13.57
1996-97	3055.77	19.23	2915.29	-(8.98)	5971.06	3.55
1997-98	3174.7	3.89	3643.49	24.98	6818.19	14.19

Investment

The contributions received by the Employees' Provident Fund Organisation in respect of un-exempted establishments as well as the Board of Trustees of exempted establishment are to be invested after making payments on account of advances and final withdrawal in accordance with the pattern laid down by the Government of India from time to time. The pattern of investment prescribed by the Government of India w.e.f. 1st April, 1997 is indicated below :

	Investment Pattern	Percentage of Amount to be invested
(i)	Central Government Securities	Twenty five percent
(ii)	a) Government Securities as defined in Section 2 of the Public Debt Act, 1944 (18 of 1944) created and issued by the State Government; and/or (b) Any other negotiable securities the principal whereof and interest whereon is fully and unconditionally guaranteed by the Central Government or any State Government except those covered under (iii) (a) below.	Fifteen percent
iii)	(a) Bonds/Securities of 'Public Financial Institutions as specified under Section 4(a) of the Companies Act, "Public Sector Companies" as defined in Section 2(36-A) of the Income tax Act, 1961, including public sector banks and (*) the Infrastructure Development Finance Company Limited (IDFC) and/or (b) Certificates of deposits issued by a public sector bank.	Forty percent
iv)	To be invested in any of the above three categories as decided by the Board of Trustees	Twenty percent

(*) This clause added by Notification dated 10.3.1998.

17 Where any money are received on the maturity of earlier investment under category (i),(ii) and (iv) above such moneys, reduced by obligatory outgoing, shall be invested in accordance with the new investment pattern prescribed. Where moneys are received on maturity of deposits under the Special Deposit Scheme and interest thereon, such moneys can be invested under the Special Deposit Scheme. Similarly, interest received under categories (i) (ii) and (iv) above may be reinvested in the same category. The investment pattern prescribed is required to be achieved by the end of a financial year.

Portfolio Management

18 Since the inception of the provident fund scheme, the portfolio management of the fund was being handled by the Reserve Bank of India. However, during 1994-95, RBI as a matter of policy decided to discontinue its function as portfolio managers. As a result, alternative avenues for portfolio management were explored by the Organisation. The Central Board of Trustees have appointed the State Bank of India to act as portfolio managers for the Employees' Provident Fund Organisation. This arrangements has taken effect from 1.4.95.

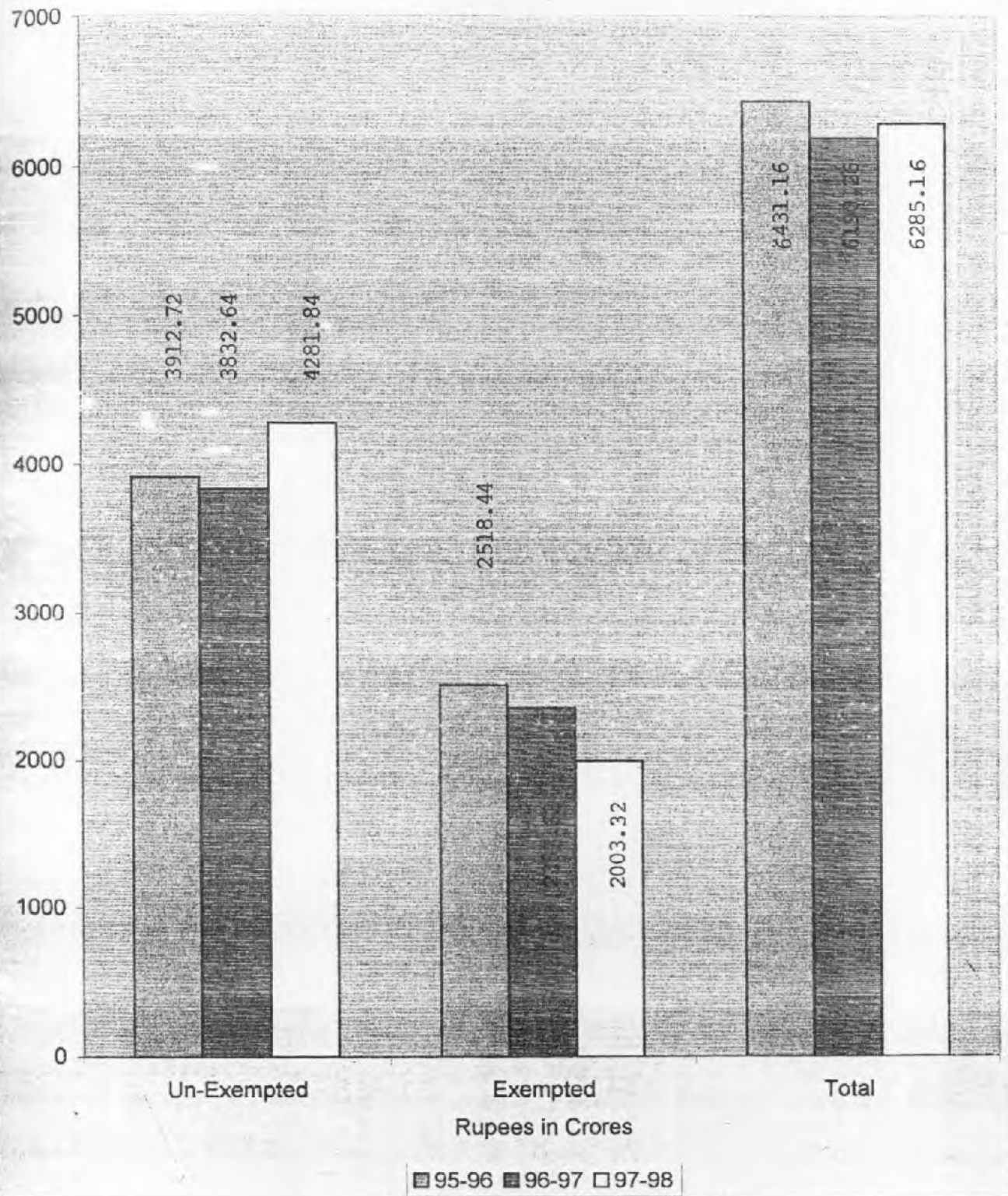
Investment Made (Un-Exempted Sector)

19 The total investment of Provident Fund accumulations in respect of un-exempted establishments as on 31.3.98 amounted to Rs.35,597.51 crore. The net investment made during the year was Rs.4,281.84 crore as against Rs. 3,832.64 crore during the previous year. Investment made during the year is given in Table-7.

TABLE:7						
PROVIDENT FUND INVESTMENT MADE DURING 1997-98						
(At face value - Rupees in crores)						
Interest Rate	Central Government Securities	State Government Securities	State Government Guaranteed securities	Public Sector Financial Institutions	Special Deposit Scheme	TOTAL
11.50%	40	-	-	-	-	40
12.00%	-	-	-	-	3318.39	3318.39
12.30%	-	67.42	-	-	-	67.42
12.50%	-	-	-	39	-	39
12.59%	5	-	-	-	-	5
12.75%	-	-	-	10	-	10
13.00%	-	5	10	30	-	45
13.05%	47.1	54	-	-	-	101.1
13.25%	-	-	-	10	-	10
13.50%	-	4	-	78	-	82
13.65%	19.5	-	-	-	-	19.5
13.75%	-	6.29	10	-	-	16.29
13.80%	5	-	-	-	-	5
13.82%	15	-	-	-	-	15
13.85%	66.08	18.72	-	-	-	84.8
14.00%	58.85	19.76	20	65	-	163.61
14.25%	-	-	-	60	-	60
14.50%	-	-	20	85	-	105
14.75%	-	-	-	30	-	30
15.00%	-	-	-	48	-	48
15.20%	-	-	-	5	-	5
15.50%	-	-	20	18	-	38
15.75%	-	-	15	-	-	15
TOTAL	256.53	175.19	95	478	3318.39	4323.11
Add securities accepted towards past accumulation dues						9.83
TOTAL						4332.94
Less redemption						-(45.36)
						4287.58
Less securities withdrawal during the year						5.74
Net Investment						4281.84

20 Investment portfolio data of E.P.F. [Main Account] is at **Appendix S.1 (i & ii)**. It would be seen from this that out of a holding of Rs.35597.51crores, investments in securities bearing interest ranging from 3% to 6% are only Rs.290.45 crore i.e. 0.81%.

Investment of Provident Fund Money



Investment Made (Exempted Sector)

21 The exempted establishments are also required to follow the same pattern of investment as is prescribed for the Un-exempted Funds by the Government of India. The total investment of the Provident Fund accumulations in respect of exempted establishments as on 31.3.98 amounted to Rs.26706.05 crore. The net investments during the year 1997-98 figured as Rs.2003.32 crore as against Rs.2357.62crore during the previous year. Investment made during the year is given in Table-8.

TABLE-8		
INVESTMENTS MADE BY EXEMPTED ESTABLISHMENT DURING 1997-98		
Category of Investment		Amount Invested [Rs. Crores]
Central Government Securities		397.08
Government Securities created and issued by any State Government and guaranteed securities		513.62
Special Deposit Scheme		910.3
Bonds/Securities of Public Financial Institutions and Certificate of deposits issued by a Public Sector Bank		1168.09
TOTAL		2989.09
	Less Redemption	985.77
TOTAL NET INVESTMENT		2003.32

22 Thus, the total net investment of Provident Fund accumulations in respect of both exempted and un-exempted establishments amount to Rs. 6,285.06 crore during 1997-98 as against Rs. 6,190.26 crore during the previous year.

Rate of Interest to Members

23 Under paragraph 60(1) of the Employees' Provident Funds Scheme, 1952 the Central Government on the recommendation of the Central Board of Trustees declares the rate of interest to be credited to the accounts of Provident Fund members annually. The rate of interest has gradually been raised periodically. An interest of 12% has been declared for the members of the un-exempted Fund for the year 1998-99.

Rate of Interest allowed to Members of the Provident Fund				
Year	Percentage rate of interest declared		Year	Percentage rate of interest declared
1952-53	3		1975-76	7
1953-54	3		1976-77	7.5
1954-55	3		1977-78	8
1955-56	3.5		1978-79	8.25 + .5% bonus***
1956-57	3.5		1979-80	8.25
1957-58	3.75		1980-81	8.25
1958-59	3.75		1981-82	8.5
1959-60	3.75		1982-83	8.75
1960-61	3.75		1983-84	9.15
1961-62	3.75		1984-85	9.9
1962-63	3.75		1985-86	10.15
1963-64	4		1986-87	11
1964-65	4.25		1987-88	11.5
1965-66	4.5		1988-89	11.8
1966-67	4.75		1989-90	12
1967-68	5		1990-91	12
1968-69	5.25		1991-92	12
1969-70	5.5		1992-93	12
1970-71	5.7		1993-94	12
1971-72	5.8		1994-95	12*
1972-73	6		1995-96	12*
1973-74	6		1996-97	12*
1974-75	6.5		1997-98	12*
* On Monthly running balance			1998-99	12*
		***who did not withdraw any amount from their P.F. during 1976-77 & 1977-78		

Arrear Demand - Provident Fund dues - Unexempted Sector

24 At the end of the financial year 1996-97, there was an outstanding arrear demand of Rs. 30,210.04 lakhs. This was increased due to additional recovery certificates of Rs. 11478.40 lakhs. Thus total workload for 1997-98 for recovery became Rs.41688.44 lakhs. Rs. 13070.92 lakhs have been recovered through recovery machinery leaving a balance of Rs. 28617.52 lakhs at the end of the financial year 1997-98.

Recovery during the corresponding period of previous year was Rs. 7318.31 lakhs. Thus there is increase of recovery to the tune of Rs. 5752.61 lakhs. The balance is also reduced by Rs. 1592.52 lakhs as compared to closing balance of previous year 1996-97.

25 The major portion of arrears are concentrated in five regions namely Gujarat, Madhya Pradesh, Maharashtra, Uttar Pradesh and West Bengal. These five regions account for an arrears of Rs. 18041.28 lakhs which constitutes 63% of the total arrears. The Region-wise position is given in Table - 9

TABLE: 9

PROVIDENT FUND ARREARS - UN-EXEMPTED SECTOR - Rs. in lakhs

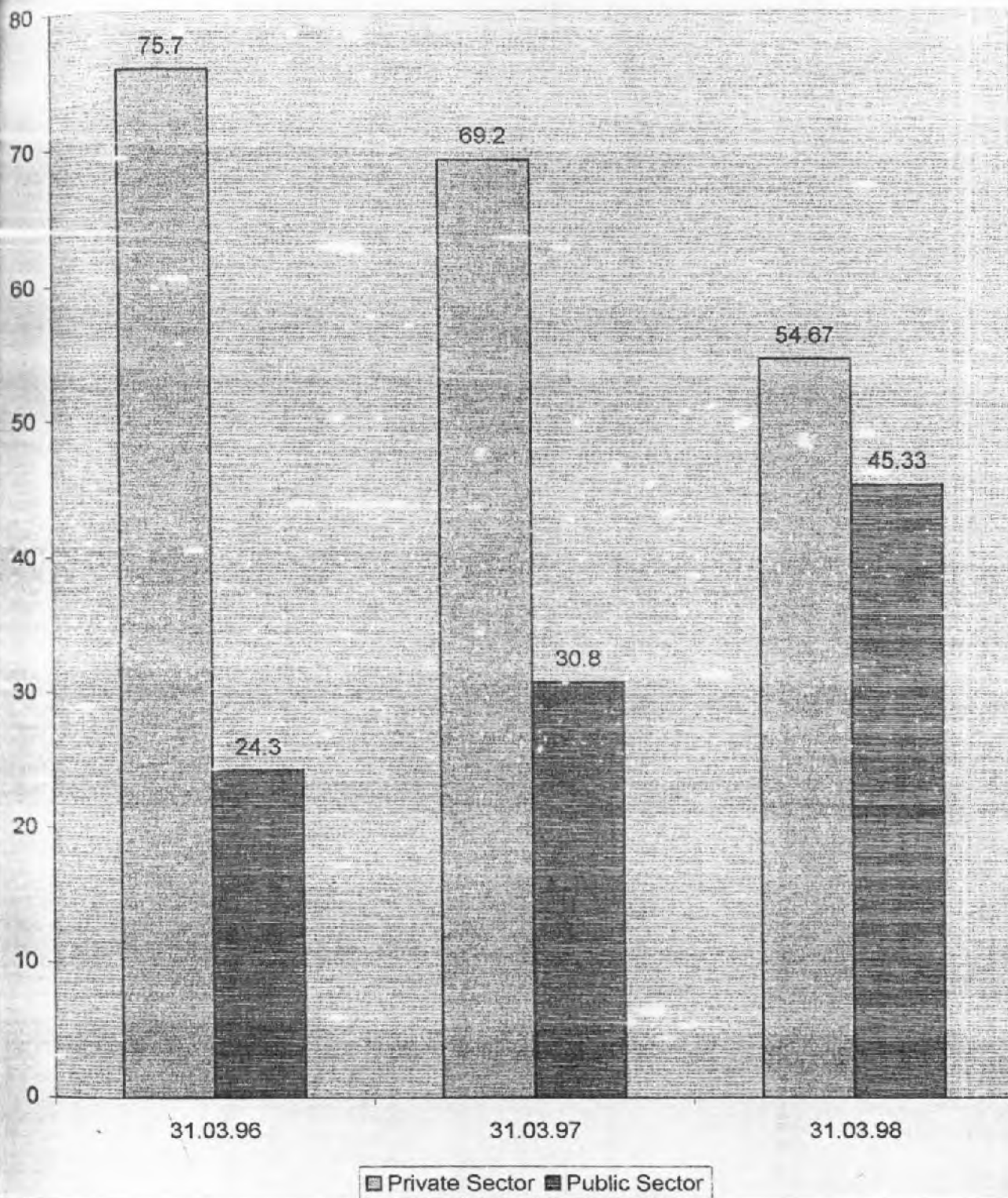
Region	Opening Balance as on 1.4.97	Added during the year 1997-98	Total workload of 1997-98	Collection during 1997-98	Closing Balance as on 31.3.98	Amount collected corresponding period of 1996-97	Remarks (+) Increase (-) Decrease
A. Pradesh	949.61	744.93	1694.54	434.93	1259.61	209.5	(+) 225.43
Bihar	1061.54	797.33	1858.87	270.78	1588.09	416.53	(-) 145.75
Delhi	344.84	60.58	405.42	137.98	267.44	29.31	(+) 108.67
Gujarat	2103.16	537.22	2640.38	285.62	2354.76	240	(+) 45.62
Haryana	1110.24	490.44	1600.68	178.54	1422.14	655.2	(-) 476.66
Karnataka	687.23	102.73	789.96	90.73	699.23	250.74	(-) 160.01
Kerala	480.5	607.38	1087.88	611.61	476.27	715.62	(-) 104.01
M. Pradesh	3603.45	1151.08	4754.53	703.39	4051.14	524.37	(+) 179.02
Maharashtra	3662.27	1190.85	4853.12	932.59	3920.53	843	(+) 89.59
NE Region	211.18	251.32	462.5	295.87	166.63	152.99	(+) 142.88
Orissa	1060.82	1093.37	2154.19	482.37	1671.82	224.65	(+) 257.72
Punjab	853.74	386.2	1239.94	328.97	910.97	1066.95	(-) 737.98
Rajasthan	637.15	295.51	932.66	286.08	646.58	200.3	(+) 85.78
Tamilnadu	1273.8	644.43	1918.23	450.77	1467.46	632.59	(-) 181.82
U. Pradesh	3581.32	2650.65	6231.97	2241.91	3990.06	752	(+) 1489.91
West Bengal	8589.19	474.38	9063.57	5338.78	3724.79	404.56	(+) 4934.22
Total	30210.04	11478.4	41688.44	13070.92	28617.52	7318.31	(+) 5752.61

Public & Private Sector arrears

26 Bifurcation of arrears belonging to Public and Private Sector are given in Table-10.

TABLE:10 PUBLIC & PRIVATE SECTOR PROVIDENT FUND ARREARS - UNEXEMPTED SECTOR (Rs. in lakhs)						
Region	Public Sector		Private Sector		[Public+Private] - Closing Balance as on 31.3.98	
	Establish ments	Amount in Lakhs	Establish ments	Amount in Lakhs	Establish ments	Amount in Lakhs
Andhra Pradesh	29	160.15	2050	1099.46	2079	1259.61
Bihar	35	846.26	732	741.83	767	1588.09
Delhi	8	33.02	407	234.42	415	267.44
Gujarat	19	1062.54	1448	1292.22	1467	2354.76
Haryana	10	5.18	920	1416.96	930	1422.14
Karnataka	19	18.58	868	680.65	887	699.23
Kerala	93	161.11	639	315.16	732	476.27
Madhya Pradesh	276	1836.67	1512	2214.47	1788	4051.14
Maharashtra	180	2003.66	763	1916.87	943	3920.53
North East	38	137.02	147	* 29.61	185	166.63
Orissa	276	1376.38	383	295.44	659	1671.82
Punjab	53	708.79	1102	202.18	1155	910.97
Rajasthan	45	47.45	1646	599.13	1691	646.58
Tamilnadu	146	387.95	2328	1079.51	2474	1467.46
Uttar Pradesh	307	2841.5	1998	1148.56	2305	3990.06
West Bengal	122	1344.57	2408	2380.22	2530	3724.79
Total	1656	12970.83	19351	15646.69	21007	28617.52

Public & Private Sector Arrears (Un-exempted Sector)



27 Out of the total 21,007 establishments, 19351 establishments belong to the Private Sector and 1656 establishments fall under the Public Sector. In terms of amount, out of the total default of Rs. 28,617.52 lakh, Private Sector account for Rs. 15646.69 lakhs and Public Sector Rs.12,970.83 Lakhs. In percentage terms Private sector account for 54.68% of the total default and the remaining 45.32% in the Public Sector.

Industry-wise arrears

28 Analysis of the arrears demand on the amount of default based on Schedule of Industry/ classes of establishments is given in Table-11. It would be noted from the Table that establishments falling under Textile Industry is the major defaulter with 25.56% of the total arrears. Electrical, Mechanical & General Engineering Industry is the second major defaulting sector with 14.46% of the total default. These two industrial sector account for 40.02% of the total amount of default. The next major defaulting establishments are Educational Institutions, Road and Motor Transport which together account for 10.18% of the defaulting amount. The aforesaid four industries/class of establishment constitute 50.20% of the arrears.

	Schedule Industry/ Class of Establishment	No. of Establishments	Amount of default as on 31.3..98	Percentage to total default
1	Textile	793	8798.86	30.75
2	Electrical, Mech & Gen. Engg.	1448	4977.86	17.39
3	Educational Institutions	631	2064.99	7.22
4	Road & Motor Transport	218	1440.61	5.03
5	Sugar	214	1344.08	4.7
6	Building and Construction	101	1264.73	4.42
7	Trading & Commercial	945	1227.61	4.29
8	Heavy and Fine Chemical	280	463.59	1.62
9	Tea & Tea Plantation	70	437.47	1.53
10	Iron & Steel	298	435.75	1.52
11	Jute Industry	5	319.59	1.12
12	Cinema	557	200.87	0.7
13	Paper & Paper product	61	164.98	0.58
14	Cement	54	152.23	0.53
15	Hotels & Restaurant	194	110.87	0.39
16	Newspapers	67	80.28	0.28
17	Hospitals	70	73.05	0.26
18	Banks	27	66.22	0.23
19	Printing	63	58.03	0.2
20	Edible Oil	49	49.49	0.17
21	Others	14862	4886.36	17.07
	TOTAL	21007	28617.52	100

Status of Arrears

29 Out of the total default of Rs. 286.17 crores, an amount of Rs. 228.58 crores fall under un-realisable category leaving a balance of Rs.57.59 crores realisable through departmental action. The arrears falling under un-realisable category could not be recovered over the years due to various reasons, such as, its recovery being

- disputed in courts,
- factories having gone into liquidation,
- recovery barred by the Acts of Central/State Governments,
- factories declared sick by the Board of Industrial & Financial Reconstruction or;
- factories in respect of which Rehabilitation Scheme had been sanctioned by the BIFR.

Un-realisable amount account for 79.87% of the arrears demand. Rs. 2.78 crores were covered by instalment schemes. The recovery of instalment are being monitored regularly by the field Offices. Break-up indicating the reason and category for default falling in un-realisable category is given in Table:12

TABLE:12	Realisable	Un-realisable	Total - Balance as on 31.3.98
Unexempted Sector (Rs. Crore)	57.59	228.58	286.17

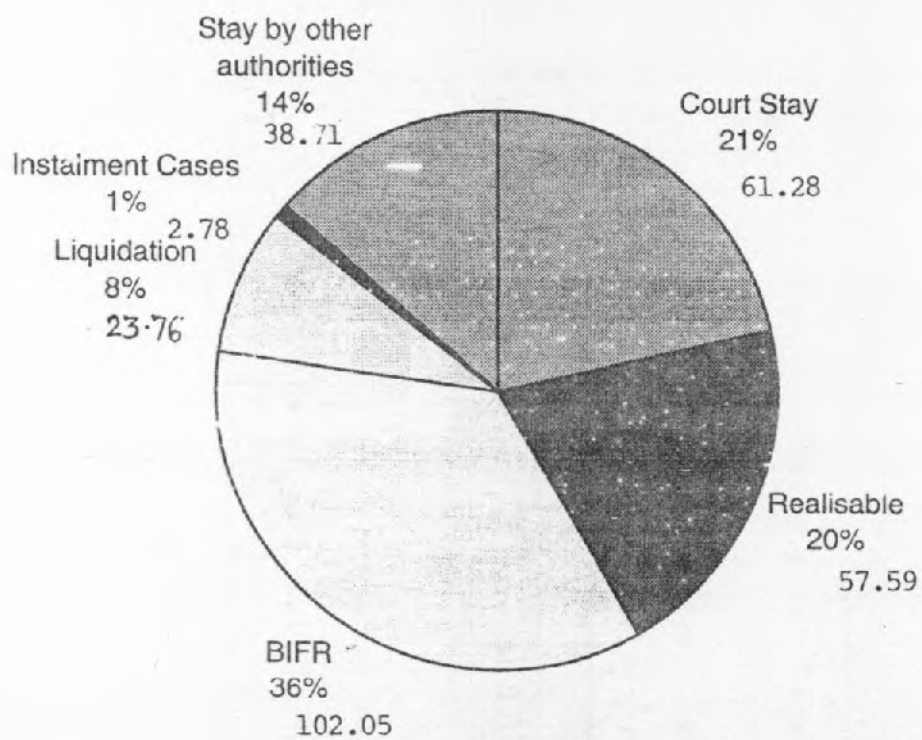
	Number of cases	Amount involved (Rs. Crore)
UNEXEMPTED SECTOR		
a) Stay by Courts	1284	61.28
b) Registered under BIFR	879	102.05
c) Under Liquidation	330	23.76
d) Under Instalment facility	1192	2.78
e) Stay by other authorities	728	38.71
Total :	4413	228.58

30 List of Un-exempted establishments which were in default of Provident Fund dues of Rs.10 lakh and above, as on 31st March,98 is given at **Appendix - A-4.**

Other Arrears

31 Apart from the above, an amount of Rs.18.52 crore on account of administration and inspection charges and Rs. 67.02 crores on account of penal damages were in arrears at the end of the year.

Status of Provident Fund Arrears - Unexempted Sector



Action taken to recover arrears

32 Following actions were taken by the Organisation for recovery of dues against the defaulting establishments:-

- (i) Action under Section 7A of the Act.
- (ii) Recovery action under Section 8 of the Act.
- (iii) Action under Section 14B for levy of Damages for belated remittances.
- (iv) Prosecution cases under Section 14 of the Act.
- (v) Prosecution cases under Section 406/409 of the IPC launched with the Police Authorities.

[1] Action taken under Section 7A of the Act.

33 The dues were determined in terms of provisions contained in Section 7A of the Act by the Assessing Officers. The status of initiation and disposal of assessment cases is given in Table:13.(A) & (B)

Region	Opening Balance as on 1.4.97	Cases initiated (1997-98)	Total workload	Cases disposed (1997-98)	Closing Balance as on 31.3.1998	Pending for less than 6 months	Pending for 6 months to 1 year	Pending for 1 to 3 year	Pending for more than 3 years
A. Pradesh	186	1422	1608	1503	105	59	42	4	0
Bihar	269	237	506	280	226	165	54	7	0
Delhi	327	151	478	189	289	120	43	57	69
Gujarat	415	357	772	366	406	197	107	57	45
Haryana	391	507	898	530	368	302	66	0	0
Karnataka	185	442	627	453	174	95	49	22	8
Kerala	124	880	1004	864	140	102	37	1	0
M. Pradesh	562	1250	1812	979	833	473	218	134	8
Maharashtra	939	632	1571	790	781	242	352	76	111
NE Region	76	148	224	112	112	93	13	6	0
Orissa	343	487	830	512	318	222	19	72	5
Punjab	349	694	1043	707	336	151	92	85	8
Rajasthan	292	674	966	584	382	285	79	17	1
Tamilnadu	152	3249	3401	3183	218	210	8		0
Uttar Pradesh	720	793	1513	546	967	409	349	177	32
West Bengal	408	640	1048	427	621	294	323	4	0
Total	5738	12563	18301	12025	6276	3419	1851	719	287

TABLE:13-B

STATUS OF DISPOSAL OF ASSESSMENT CASES UNDER SECTION 7A OF THE ACT		
	1997-98	1996-97
Opening Balance	5738	6513(R)
Add - Cases initiated during the year	12563	11841
TOTAL WORKLOAD	18301	18354
Less - Cases disposed during the year	12025	12616
Closing balance at the end of the year	6276	5738
PERIODICITY OF PENDING CASES		
Less than six months	3419	2751
Six months to one year	1851	1638
One to three years	719	1007
Beyond three years	287	342

[III] Action taken under Section 8 of the Act.

34 During the year 5,364 revenue recovery certificates were issued covering Rs.167.04 crore of Provident Fund arrears. This added to the brought forward un-executed recovery certificates constituted a workload of 22,329 cases involving an amount of Rs.500.77 crore. Out of this 3851 certificates were executed by recovering an amount of Rs. 84.72 crore. At the close of the year 18478 certificates were pending involving an amount of Rs.416.05 crore. The region-wise data of certificates issued, executed and pending at the end of the year is given at **Appendix S-3**.

[III] Action taken under Section 14B of the Act. (Levy of damages)

35 Damages were levied on belated remittances of contributions. During the year under report 9,744 cases were initiated. This, together with brought forward cases, constituted a workload of 13,140 cases involving a sum of Rs. 9730.23 lakh. Out of these, 9,413 cases were decided. Rs.3027.71 lakh were recovered. At the end of the year, 3,727 cases were pending for finalisation. A sum of Rs. 6702.52 lakh were outstanding for collection at the end of the year. Region-wise details of penal damages imposed, collected and outstanding at the end of the year are given in **Appendix S-2**.

[IV] Action taken under Section 14 of the Act.

IV.36 Prosecution cases were filed in the Criminal Courts in terms of the provisions contained in Section 14 of the Act against defaulting establishments and employers. - Status

position of these cases are given in Table:14 and the Region-wise position appears at Appendix-S.4.

TABLE:14 - PROSECUTION CASES UNDER SECTION 14 OF THE ACT		
Opening balance as on 01.04.97		35,085 *
Add - cases launched in 97-98		2,277
TOTAL CASES FOR DISPOSAL		37362
CASES DECIDED DURING 97-98		
Convicted	1147	
Acquitted/admonished	349	
Withdrawn	290	
Discharged	74	1860
Pending for disposal on 31.03.98		35502

* Revised

(V) Action taken under Section 406/409 of IPC.

37 Cases were filed with police authorities under Sections 406/409 of Indian Penal Code against the employers for non-remittance of the Provident Fund contributions. The details of FIRs filed before the Police authorities by the Organisation, Challans filed by the Police in Courts and Complaints directly filed in Courts is given in Tables:15 & 16 respectively. Region-wise data of the cases filed before the Police and other details on the disposal and pendency are given at Appendix.S-5(Part I & II)

TABLE:15	
PROSECUTION CASES UNDER SECTION 406/409 of IPC [Cases filed with Police Authorities]	
FIRs pending with Police on 1.4.97	5891
FIRs filed with the police during 1997-98	496
FIRs dropped by the Police	351
Challans filed by the Police in Courts	43
FIRs pending with the Police on 31.3.98	5993

TABLE:16		
FIRs UNDER SECTION 406/409 IPC-[FILED IN COURTS]		
Prosecution cases pending before the Courts as on 1.4.97		484*
Challans filed by the Police in Courts during the year		37
Complaints filed directly in Courts		-
Total cases for disposal before Courts		521
CASES DECIDED DURING 1997-98		
Convicted	12	
Acquitted/admonished	5	
Discharged	4	21
Cases Pending for disposal on 31.03.98		500

* Revised

38 Apart from the above, instructions to all Regional Provident Fund Commissioners for the following action have been issued from time to time:-

- to seek the help of the State Government for recovery of arrears.
- to all Regions to write the names of 10 biggest defaulters of the Region, Sub-Regions in front area of the office at prominent place.
- to seek full co-operation of the State Police for attachment of movable and immovable properties of the defaulter employers.

Default in Jute Industry in West Bengal

39 In West Bengal, there are Sixty Jute Mills and about 2.72 lakhs employ employed in this industry. Out of 60 Jute Mills, 55 Jute Mills are exempted and 5 Mills are unexempted. Jute Industry had practically no default upto the Seventies. Arrears started mounting up and on 31.3.81 the amount in default was Rs. 8.16 crores. This has increased to Rs. 93.78 crores as on 31.3.96. Out of 60 Jute Mills, 30 mills are in default. All action as contemplated under the provisions of Employees' Provident Funds & Miscellaneous Provisions Act, 1952 as well as Indian Penal Code are being regularly taken against the defaulting establishment. Regular meeting are held with Police Authorities by the Regional Provident Fund Commissioner, West Bengal for speedy disposal of I.P.C. cases as a result of which the arrears came down to Rs. 79.97 crores as on 31.3.95 as against Rs. 92.50 crores as on 31.3.94. But arrears has again increased to Rs. 114.78 crores as on 31.03.98 due to fresh default committed by six public sector undertakings and nine private sector undertakings. Out of this, a substantial amount is blocked due to stay granted by Courts, reference to Board for Industrial and Financial Reconstruction (B.I.F.R.).

Position of Jute Mills as on 31.3.1998

40 There are 35 Jute Mills in default amounting to Rs. 11,944.18 Lakhs all over country covered under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952. Out of these 35 defaulting Units, 30 Establishments fall under the jurisdiction of West Bengal region for a default of Rs. 11,478.41 lakhs. 2 Establishments fall under the jurisdiction of Andhra Pradesh region for a default of Rs. 367.45 lakhs, 2 Establishments fall under the jurisdiction of Bihar region for a default of Rs. 59.36 lakhs and one establishment falls under the jurisdiction of Uttar Pradesh region for a default of Rs. 38.96 lakhs.

The establishment-wise default position of Jute Mills in West Bengal is as under:-

A. Under Liquidation		<u>Amount (Rs. in lakhs)</u>
1.	Shree Ambika Jute Mill	238.52
2.	Shree Naskarpara Jute Mill (Un-Exempted)	23.85
		262.37
B.. Under Litigation		
1	M/s Baranagore Jute Mill	578.45
2.	M/s Empire Jute Mill (Un-Exempted)	187.06
		765.51

C. Under B.I.F.R.

1.	M/s Kelvin Jute Mill	519.00
2.	M/s Kamaarhati Jute Mill	107.11
3.	M/s Kanoria Jute Mill	103.87
4.	M/s Angus Jute Mill	787.11
5.	M/s Konknarah Co. Ltd.	392.69
6.	M/s Budge Budge Jute	122.99
7.	M/s Anglo India	41.91
8.	M/s Agarpara Jute (Un-Exempted)	205.95
9.	M/s Caledonian Jute Mill	115.27
10.	M/s Howrah Mills	37.19
11.	M/s New Central Jute (Co-operative)	1387.34
12.	M/s N.J.M.C.Limited (Khardah)	391.68
13.	M/s N.J.M.C. Limited (National)	1336.16
14.	M/s N.J.M.C. Limited (Uion)	171.12
15.	M/s N.J.M.C. Ltd. (Kinnison)	551.79
16.	M/s N.J.M.C. Ltd. (Alexandra)	237.17
17.	M/s Bird Jute & Exp.	5.89

6514.24**D Instalments (Court orders)**

1.	M/s. Samnuggar Jute Mill	782.76
2.	M/s. Meghna Jute Mill	536.90
3.	M/s. Eastern Jute Mill	32.40

1352.06**E. Others**

1	M/s/. Victoria Jute Mill	820.77	
2.	M/s. Titagarh Jute Mill	770.11	
3.	M/s. Nuddea Mills	621.61	
4.	M.s Gourepore Jute Mill	267.17	
5.	M/s. Bharat Jute Mill (State Govt)(Unexempted)	22.53	
6.	M/s. Prem Chand Jute Mill (Unexempted)	82.04	2584.23

Grand Total**11478.41**

41 The efforts for realisation of dues from defaulting Jute Mills continued in sustained manner inspite of Sickness in the industry with the objectives to restrain the increase in arrears and to recover the arrear dues as shown below:

<u>YEAR ENDING</u>	<u>ARREARS (Rs. in Lakhs)</u>
31.03.91	8239
31.03.92	8222
31.03.93	8398
31.03.94	9258
31.03.95	7997
31.03.96	9377
31.03.97	10920
31.03.98	11478

TABLE : 17 STATUS OF DEFAULT IN JUTE MILLS				
I.	1	No. of Jute Mills in West Bengal		60
	2	No. of Employees (No. lakhs)		2.72
	3	No. of Complying Establishments		30
	4	No. of Jute Mills in default		30
	5	Amount in default (Rs. lakhs)		Rs.11478.41
II.		Classification of Default	No. of estts.	Amount in default (Rs.in lakhs)
	1	Under Liquidation	2	262.37
	2	Under Litigation	2	765.51
	3	Under B.I.F.R.	17	6514.24
	4	Under Instalment Scheme	3	1352.06
	6	Others	6	2,584.23
		Total	30	11478.41

Settlement of Provident Fund Claims

42 During the year under report 12.66 lakh claims were settled and a sum of Rs.2063.08 crore was authorised for payment as against Rs.1683.91 crore in respect of 11.13 lakh claims settled during the previous year. The average payment per claim amounted to Rs.16297.00

TABLE:18

PROVIDENT FUND CLAIMS				
		1995-96	1996-97	1997-98
1	Brought forward pendency at the beginning of the year	39308	31963	57765
2	Claims received during the year	1218654	1365419	1552101
3	TOTAL WORKLOAD[1+2]	1257962	1397382	1609866
4	Claims returned for rectification of defects and re-submission	163431	209599	271245
5	Claims rejected being ineligible	16036	16856	15214
6	Claims settled	1046592	1113432	1265898
7	Percentage of Claims settled to workload	83.2	79.67	78.63
8	Amount authorised for payment [Rs. in lakhs]	142622.8	168391.26	206308.16
9	Claims pending at the close of the year	31933	57765	57499
10	Percentage of closing balance to workload	2.54	4.13	3.57

43 2.86 lakh claims representing an workload of 17.80% were rejected. The claims were returned for following reasons;

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

44 At the close of the year - 57,499 claims were pending representing 3.57% of workload. Of these 50,594 claims were pending for a period of less than two months, 5584 claims were pending for a period between two to six months, 1,321 claims were pending between six months to one year for want of clarification from the employers'/ employees'. The Region-wise break-up of disposal of workload in the area of provident fund claims is given in **Appendix-S.6.**

45 The category-wise provident fund claims settled and the amount paid is given in Table:19.

TABLE:19				
PROVIDENT FUND CLAIMS - CATEGORY-WISE SETTLEMENTS				
	Category	Claims settled (Nos)	%age to total claims settled	Amount paid (Rs. lakhs)
1	Death cases	38829	3.07	12272.09
2	Resignation	1115620	88.13	160882.66
3	Retrenchment	45631	3.6	11789.92
4	Superannuation	55194	4.36	18980.63
5	Permanent invalidation	2851	0.23	384.61
6	Others	7686	0.61	1998.25
	TOTAL	1265811	100	206308.16

Steps taken for prompt disposal of claims

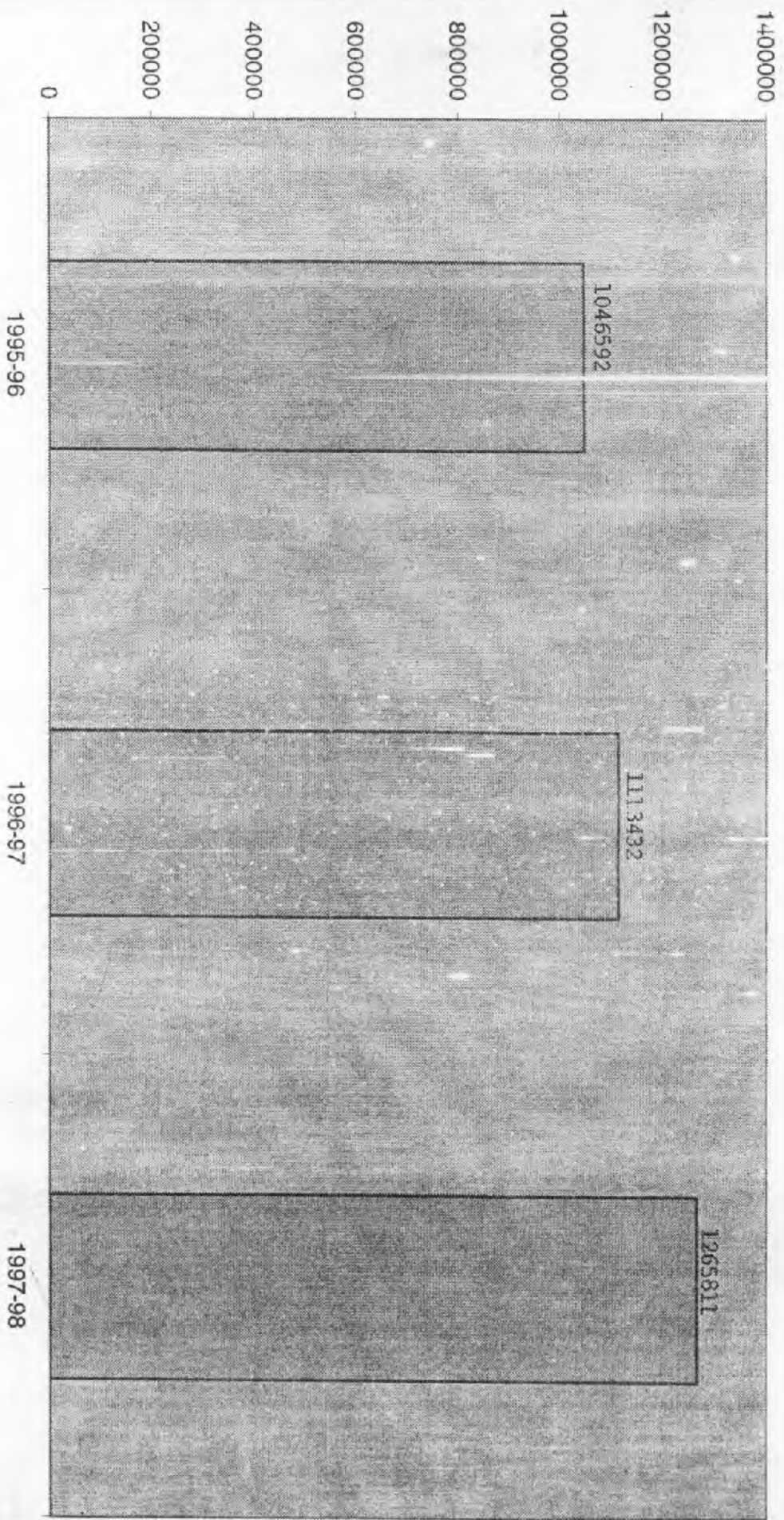
46 The area of settlement of claims has been identified as a key result areas and has been included for regular monitoring under the Central Action Plan, which provide that at no point of time, the pendency would be higher than 8.33% of the workload. The pendency in this area at the end of the year was 2.54% and thus it would be seen that the Organisation has been able to achieve its target.

Transfer of Provident Fund Accounts

47 During the year under report, transfers were effected in respect of 1,39,177 members as against 1,04,811 members during the previous year.

TABLE:20				
TRANSFER OF ACCOUNTS OF PROVIDENT FUND				
CATEGORY	Transfer of accounts effected		Applications Pending	
	1996-97	1997-98	1996-97	1997-98
Cases involving actual transfer of provident fund accumulations	22664	26371	2458	4250
Cases not involving actual transfer of provident fund accumulations	82147	112779	6100	6838
TOTAL	104811	139150	8558	11088

Provident Fund claims settled



Provident Fund Claims - Amount Disbursed

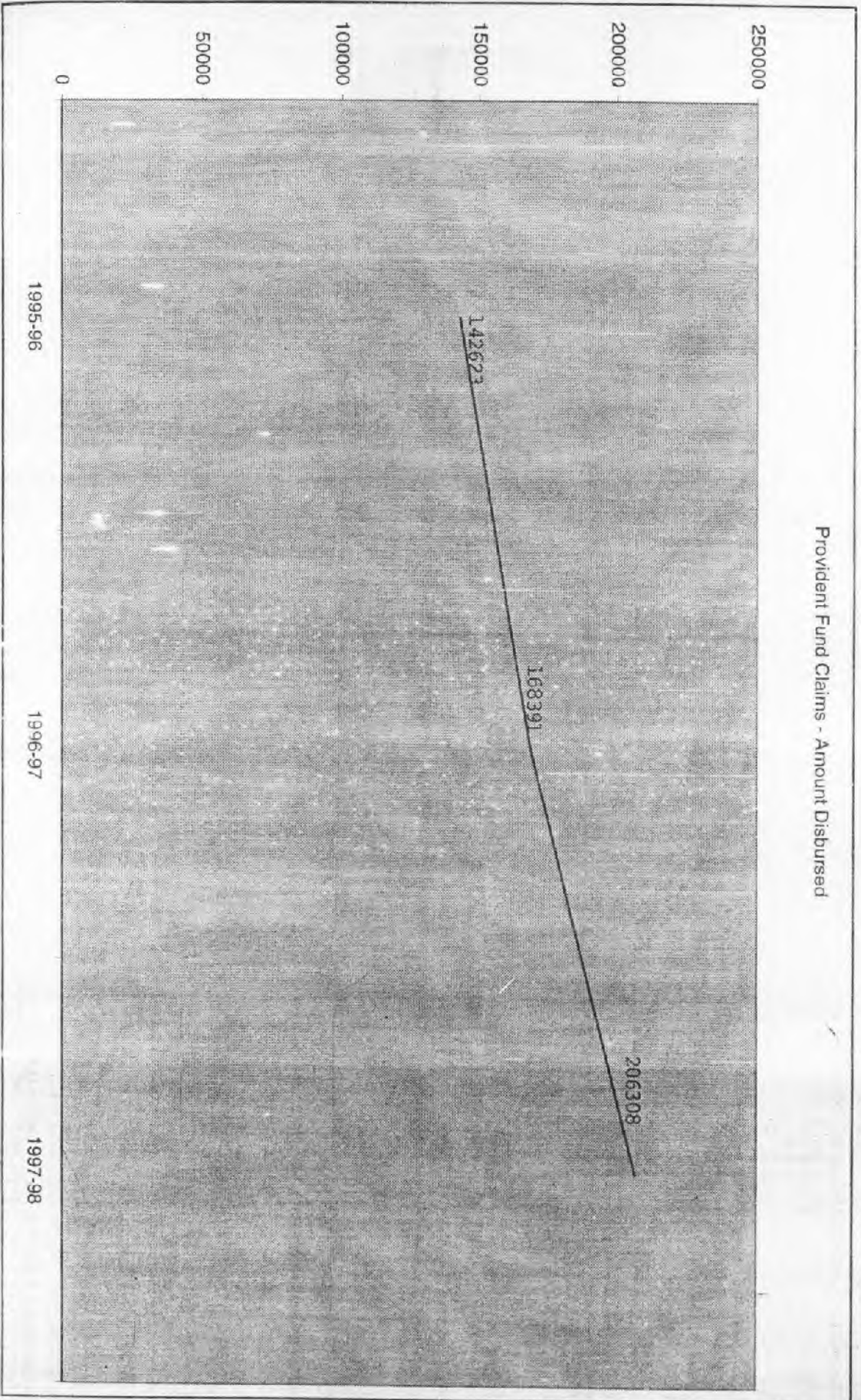


TABLE:21

DISPOSAL OF TRANSFER OF ACCOUNTS OF PROVIDENT FUND				
		1995-96	1996-97	1997-98
1	Brought forward pendency at the beginning of the year	8714	5962	8558
2	Claims received during the year	147597	143487	187967
3	TOTAL WORKLOAD[1+2]	156311	149449	196525
4	Claims returned for rectification of defects and re-submission	31508	31490	41866
5	Claims rejected being ineligible	4311	4590	4419
6	Claims settled	114530	104811	139177
7	Percentage of Claims settled to workload	73.27	70.13	70.81
8	Claims pending at the close of the year	5962	8558	11088
9	Percentage of closing balance to workload	3.81	5.72	5.64

* Revised

48 11,088 Transfer applications were pending in the Regional Offices as on 31.3.1998 as against 8,558 applications pending at the end of the previous year.

49 At the end of the year - 11,088 applications were pending for disposal. Of these, 9,802 applications are pending for less than two months, 1,244 cases pending between two to six months and 42 case pending between six months to one year for want of clarification from the employer/employee. Region-wise position is given at **Appendix - S.7.**

Partial Withdrawals by members

50 - In this area, there has been decrease in the workload from 4.75 lakh applications during 1996-97 to 4.73 lakhs during the year 1997-98. The amount disbursed increased to Rs.652.51 crore during the year as against Rs. 569.65 crores during the previous year. During the year - 3.69 lakh applicants were allowed partial withdrawal as against 3.82 lakh members during the previous year. Data on partial withdrawal cases disposed and amount disbursed region-wise are given at **Appendix S-8.**

TABLE:22

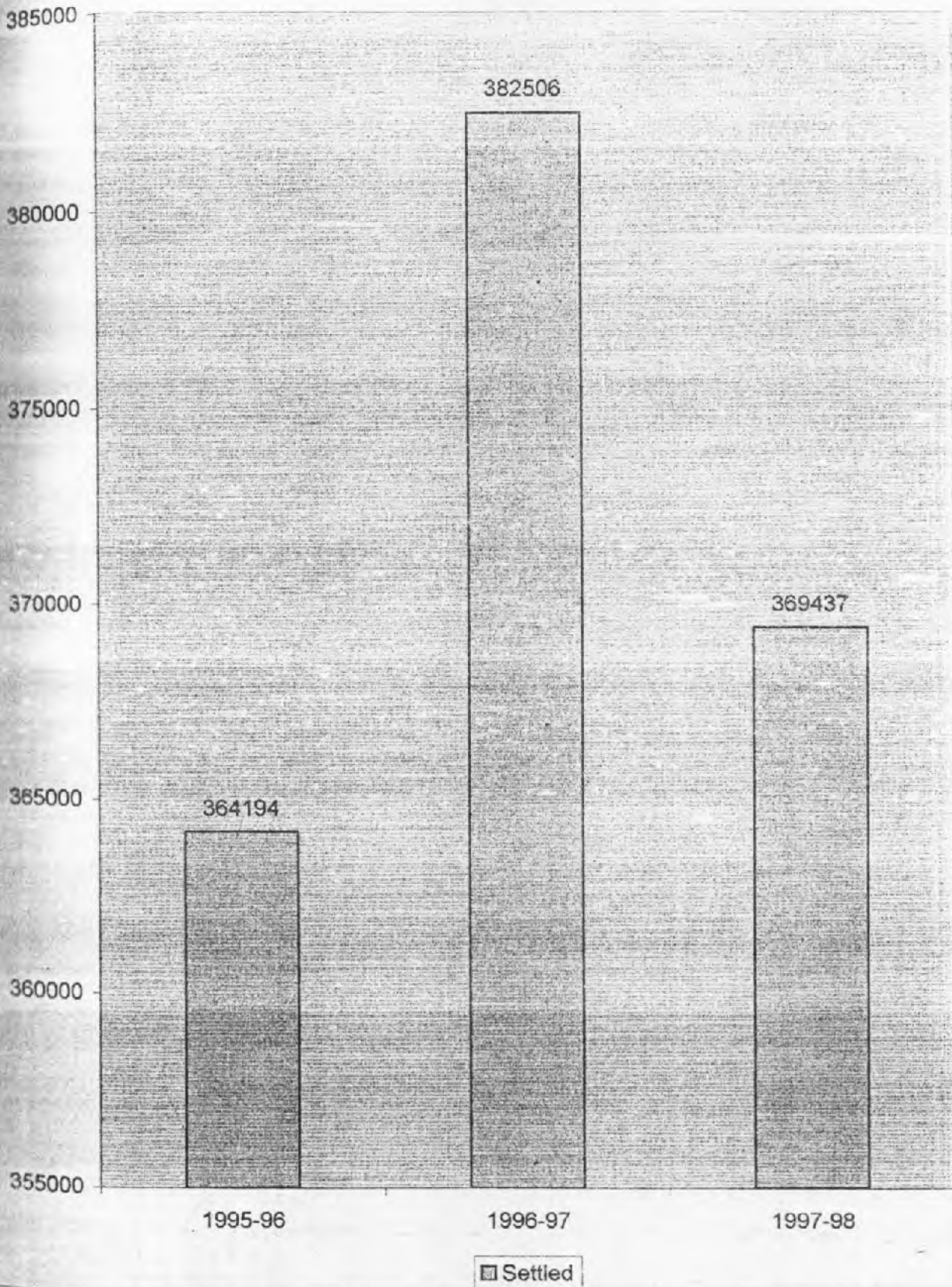
PARTIAL WITHDRAWAL CASES AND AMOUNT DISBURSED TO MEMBERS				
		1995-96	1996-97	1997-98
1	Brought forward pendency at the beginning of the year	15781	6189	7988
2	Claims received during the year	424641	468444	465340
3	TOTAL WORKLOAD[1+2]	440422	474633	473328
4	Claims returned for rectification of defects and re-submission	60334	74624	82431
5	Claims rejected being ineligible	9705	9515	8592
6	Claims settled	364194	382506	369437
7	Percentage of Claims settled to workload	82.69	80.59	78.05
8	Amount authorised for payment [Rs. in lakhs]	55335.49	56964.74	65251.05
9	Claims pending at the close of the year	6189	7988	12868
10	Percentage of closing balance to workload	1.41	1.68	2.71

51 At the end of the year - 12,868 advance applications were pending with various regions representing a workload of 2.71%. Out of this pendency 11,558 applications were pending for period less than two months, 1,310 applications were pending for periods ranging from two to six months primarily due to non-response in furnishing the wanting documents or information.

52 The Employees' Provident Fund Scheme, 1952 provides for financial assistance by allowing partial withdrawals to members 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 .

Partial withdrawal granted

(Cases)
Settled



Partial withdrawal granted
(Amount disbursed)

Amount in lakhs

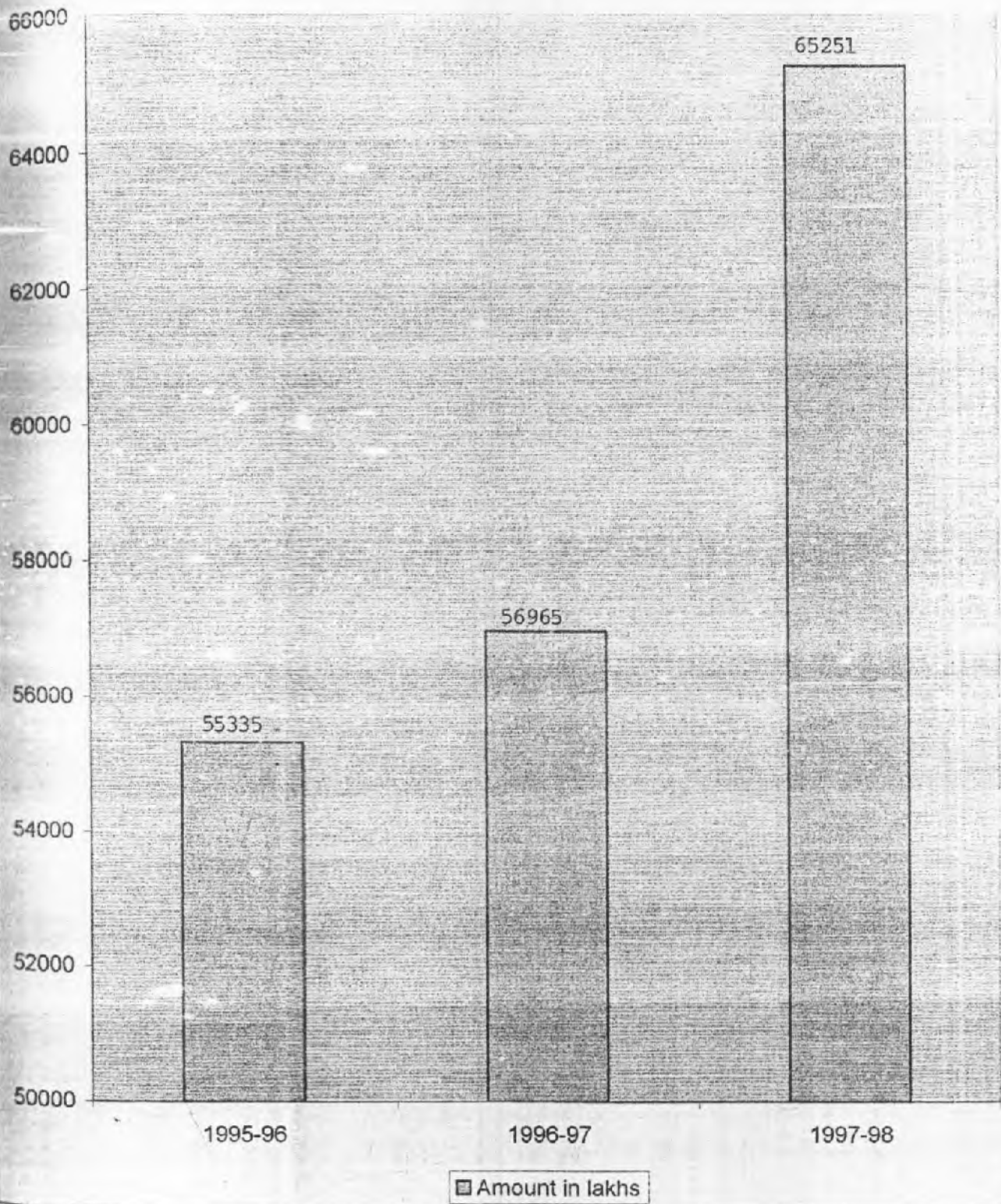


TABLE:23 PARTIAL WITHDRAWAL CASES - CATEGORY-WISE CASES				
CATEGORY	CASES		AMOUNT DISBURSED [Rs. in lakhs]	
	1996-97	1997-98	1996-97	1997-98
Financing of Life Insurance policies	20592	13241	388.67	409.41
House building	84092	79749	28560.64	31236.05
Temporary closure of establishment	33482	43296	3669.88	4209.46
Illness of members/family members	83557	65217	10226.78	8235.07
Member's own marriage or for the marriage of authorised family members or post matriculation education of Children	109856	133596	11407.93	17597.34
Others	50927	34338	2710.84	3563.49
TOTAL	382506	369437	56964.74	65250.82

Withdrawal for House Building

53 During the course of the year - 79,749 members availed withdrawal for the purpose of house building and were paid a sum of Rs. 312.36 crores. As compared to this, in the previous year 84,092 members availed themselves of Rs.285.61 crores as housing assistance finance from the provident fund account. Table-24 indicates the number of members who have availed housing loans during the last 5 years.

TABLE-24 HOUSE BUILDING ADVANCE GRANTED TO MEMBERS		
Year	No. of members granted advance	Amount disbursed (Rs. in crores)
1993-94	123535	304.62
1994-95	87172	225.01
1995-96	89112	331.47
1996-97	84092	285.61
1997-98	79749	312.36

Housing Finance Fund

54 With the objective to provide an easy finance assistance to the Provident Fund members, the Central Board of Trustees constituted a Committee in May, 1993 with Central Provident Fund Commissioner as the Chairman, two CBT members each representing the employers and employees for carrying out a feasibility study for forming a housing finance Fund for Provident Fund members. The Committee submitted its report to the Chairman, CBT on 19.1.94. Subsequent to this the report was discussed with the Central Trade Union

representatives on 31.3.94. The Central Board of Trustees have since considered the report in its 136th meeting held on 31.3.94. Further action to formulate a Scheme in consultation with the Government is in progress.

Issue of Annual Statement of Accounts

55 During the year under review, 211.50 lakh annual statement of accounts were issued as against 206.42 lakh statement during the previous year.

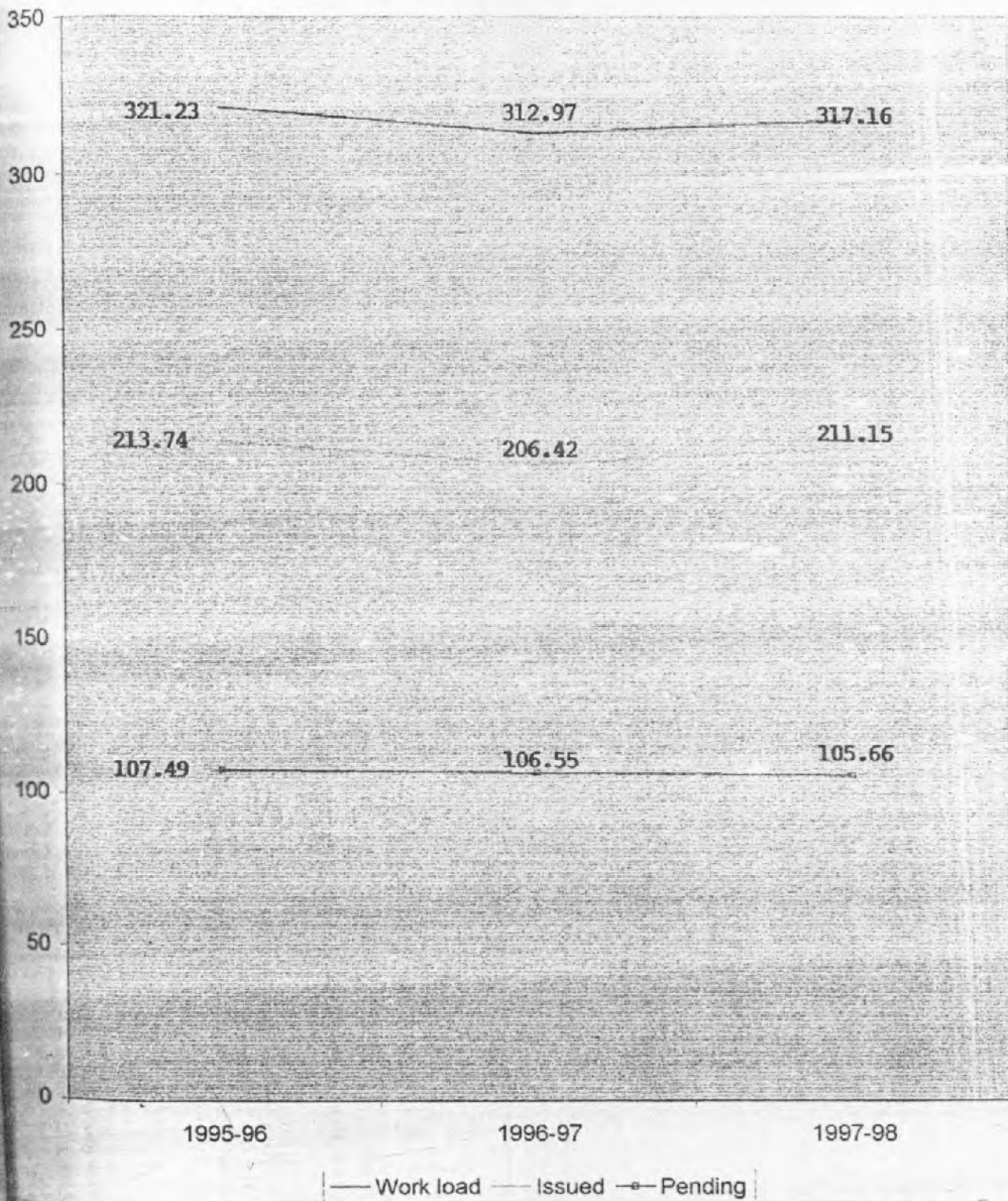
TABLE:25 ANNUAL STATEMENT OF ACCOUNTS TO MEMBERS			
Year	Workload	Statements Issued	Statements Pending
1993-94	265.8	168.7	97.1
1994-95	272.35	151.45	120.9
1995-96	321.23	213.74	107.49
1996-97	312.97	206.42	106.55
1997-98	317.16	211.5	105.66

56 At the end of the year - 105.66 lakh annual statement of accounts were pending for issued as against 106.55 lakh statements at the end of the previous year. It would be noted from Table:25 that the pendency of account slips over the previous year has marginally declined.

57 There are four Regions which have pendency over ten lakh statement of accounts. These four Regions are Maharashtra, Gujarat, Tamil Nadu and West Bengal which together constitute a pendency of 71.37 lakh accounts slips or 67.55% of the pendency. Out of the total pendency of 105.66 lakh, 54.56 lakh slips are pending for want of upto date returns from employers and 51.10 lakhs are pending at the end of various field Offices.

58 The performance in this area needs to be viewed in the context of increased workload on computers as a consequence of the introduction of the Employees' Pension Scheme, 95 work which necessitated augmentation of computer hardware in various centres. The augmentation process and hardware stabilisation consumed time. Notwithstanding this situation, Organisation has taken every possible step to augment the computer support and also established monitoring system for smooth flow of records to the computer centre. The Organisation has included the area of "Issue of Annual Statement of Accounts slips" as a component of Central Action Plan. Region-wise break-up of statement of accounts issued is given in **Appendix-S.9** and pendency position at **Appendix-S.10**.

Annual Statement of Accounts to Members



Amendments to the Act and Scheme :

59 During the year 1997-98, following amendments were made in the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the Schemes framed thereunder:

The Central Government vide their Notification No. H-11016/24/97-SS.II & No. 65013/1/97-SS.II dated 29.8.1997 has amended para, 72 of Employees' Provident Fund Scheme, 1952 and Para 15 & 24 of Employees' Deposit Linked Insurance Scheme, 1976;

In the Employees' Provident Fund Scheme, 1952 in paragraph 72 after sub-paragraph (6), the following sub-paragraph 7 is inserted, namely :-

- "(7) The claims completed in all respects submitted alongwith the requisite documents shall be settled and benefit amount paid to the beneficiaries within 30 days from the date of its receipt by the Commissioner. If there is any deficiency in the claim, the same shall be recorded in writing and communicated to the applicant within 30 days from the date of receipt of such application. In case the Commissioner fails without sufficient cause to settle a claim complete in all respects within 30 days, the Commissioner shall be liable for the delay beyond the said period and penal interest at the rate of 12% per annum may be charged on the benefit amount and may be deducted from the salary of the Commissioner."

Paragraph 15 - EDLI Scheme, the following shall be substituted namely :

- (1) All moneys standing to the credit of the Insurance Fund as on 31st March, 1997 shall be kept in deposit with the Central Government in the Public Account, and the Central Government shall allow interest at a rate not less than 8.1/2% per annum.
- (2) The moneys credited as contributions to the Insurance Fund on and from the 1st day of April, 1997 shall be invested as per the Investment Pattern notified under paragraph 52 of the Employees' Provident Fund Scheme, 1952.

In paragraph 24 after sub-paragraph (3), the following sub-paragraph shall be inserted, namely :

- (1) The claims, completed in all respects submitted alongwith the requisite documents shall be settled and benefit amount paid to the beneficiary within thirty days from the date of its receipt by the Commissioner. If there is any deficiency in the claim, the same shall be recorded in writing and communicated to the applicant within thirty days from the date of receipt of such

application. In case the Commissioner fails without sufficient cause to settle a claim, complete in all respect within 30 days the Commissioner shall be liable for the delay beyond the said period and penal interest @ 12% per annum may be charged on the benefit amount and the same may be deducted from the salary of the Commissioner.

- (2). The Central Government vide their Notification No. S-65012/1/97-SS.II dated 27.10.1997 has inserted the following para after para 17 of the Employees' Pension Scheme.,1995

"17-A Payment of Pension :

The claims completed in all respects submitted alongwith the requisite documents shall be settled and benefit amount paid to the beneficiary within thirty days from the date of its receipt by the Commissioner. If there is any deficiency in the claim, the same shall be recorded in writing and communicated to the applicant within thirty days from the date of receipt of such application. In case the Commissioner fails without sufficient cause to settle a claim complete in all respect within 30 days the Commissioner shall be liable for the delay beyond the said period and penal interest @ 12% per annum may be charged on the benefit amount and the same may be deducted from the salary of the Commissioner.

These amendments speeded up the settlement of claims

3. **EPF & MP (Amendment) Second Ordinance, 1997 dated 25.12.1997**
Amendment to Section 6, 7D, 7F and Section 16 of EPF & MP Act
effective from 22.09.1997, the following shall be substituted :-

Short title and commencement :

- 1 (1) This Ordinance may be called the Employees' Provident Funds and Miscellaneous Provisions (Amendment) Second Ordinance, 1997.
- (2) It shall be deemed to have come into force on the 22nd day of September, 1997.

Amendment of Section 6 :

2. In Section 6 of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 (hereinafter referred to as the principal Act), for the words "eight and one third per cent". and "ten percent" wherever they occur the words "ten per cent." and "twelve per cent." shall respectively be substituted.

Amendment of Section 7D :

- 3 In Section 7D of the principal Act, for sub section (3), the following sub-section shall be substituted, namely :-

"(3) A person shall not be qualified for appointment as a Presiding Officer of a Tribunal (hereinafter referred to as the Presiding Officer) unless he is or has been, or is qualified to be;

- (i) a Judge of a High Court; or
- (ii) a district judge."

Amendment of Section 7F:

4. Section 7F of the principal Act shall be re-numbered as sub-section (1) thereof and after sub-section (1) as so re-numbered, the following sub-sections shall be inserted namely:-

- (2) The Presiding Officer shall not be removed from his Office except by an order made by the President on the ground of proved misbehaviour or incapacity after an inquiry made by a Judge of the High Court in which such Presiding Officer had been informed of the charges against him and given a reasonable opportunity of being heard in respect of those charges.
- (3) The Central Government may, by rules, regulate the procedure for the investigation of misbehaviour or incapacity of the Presiding Officer".

Amendment of Section 16:

5. In Section 16 of the principal Act, in sub-section (1)

- (i) in clause (c), the word "or" occurring at the end shall be omitted;
- (ii) clause (d) and the Explanation thereto shall be omitted.

Repeal and saving:

- 6. (1) The Employees' Provident Funds and Miscellaneous Provisions (Amendment) Ordinance, 1997 is hereby repealed.
- (2) Notwithstanding such repeal, anything done or any action taken under the principal Act, as amended by the Ordinance so repealed, shall be deemed to have been done or taken under the principal Act, as amended by this Ordinance.

The following amendments were also made in Para 5, 29 and 79-C of the EPF Scheme, 1952 effective from 22.9.1997.

2. In the Employees' Provident Funds Scheme, 1952 :

- (i) In paragraph 5 for sub-paragraph (4), the following sub-paragraph shall be substituted namely :-

- "(4) A person representing employers or employees shall be eligible for appointment as a member of the Central Board for a maximum of not more than two terms;

Provided that a member who has already completed two or more terms on the Central Board may continue his present term subject to the provisions of the Scheme.

- (ii) In paragraph 29 for the words and figures "8.33%" and "ten percent" wherever they occur, the words "ten percent" and "twelve percent" shall respectively be substituted.

- (iii) In paragraph 79-C for sub-paragraph (5) the following sub-paragraph shall be substituted, namely :

- "(5) The term of office of a Trustee shall be five years from the date of election or nomination. A person representing employer or employees shall be eligible for appointment as a member of the Board of Trustees for a maximum of not more than two terms;

Provided that a member who has already completed two or more terms on the Board may continue his present terms subject to the provisions of the Scheme.

Provided further that a Trustee elected or nominated to fill the casual vacancy shall hold office for the remaining period of the terms of the Trustee in whose place he/she is elected or nominated."

STATUS NOTE ON BEEDI INDUSTRY

64 Employees' Provident Fund Organisation is to implement the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 and the 3 Social Security Schemes framed thereunder namely:-

Employees' Provident Fund Scheme, 1952

Employees' Deposit Linked Insurance Scheme, 1976

Employees' Pension Scheme, 1995

The Employees' Provident Funds & Miscellaneous Provisions Act, 1952

is applicable to:

- (i) every establishment which is engaged in any one or more of the Industries specified in Schedule I of the Act or any activity Notified by Central Government in the Official Gazette;
- (ii) has completed a period of three years of set up and
- (iii) employing 20 or more persons.

65 Establishments engaged in the manufacture of Beedi were brought under the purview of the Employees' Provident Funds & Misc. Provisions Act, 1952 by the notification GSR No. 660 dated 17.5.77. The implementation of the Act and Scheme framed thereunder, was challenged by the employers of Beedi Industry in Courts of Law and they succeeded in obtaining an interim stay of the notification from the Supreme Court of India.

66. Subsequently the Supreme Court of India in its order dated 25th September, 1985 upheld the applicability of the Act in respect of the Beedi Industry. Accordingly instructions to secure compliance with the provisions of the Act from all covered establishments issued. However, the implementation of the Act and Scheme was not smooth since various associations of employers of Beedi Industry wanted that the Act should be enforced from the date of Supreme Court's judgement and not from 1977.

67 A meeting of the employers and E.P.F. Organisation was also held under the Chairmanship of Union Labour Secretary on 30.6.86 to resolve the issue. It was decided that employers would ensure proper implementation of the Act in respect of all employees including home workers from 1.10.85. The employers were required to report compliance in respect of permanent workers for the period from 1.6.77 onwards. A working group was to be set up with three representatives each of employers, employees and State Government and representatives each of welfare Division in the Ministry of Labour and Central Provident Fund Commissioner to go into and resolve the operational problems, which were being projected and to harmonise the process.

The working group set up accordingly decided that:-

- i) All Beedi manufacturers must pay current contributions from 1.10.85 onwards in respect of both home workers and factory workers.
- ii) Management of the establishments to pay both shares of contributions for back period even if the same was not deducted from employees wages.
- iii) Regional P.F. Commissioners to determine the dues for home workers with reference to the records of the establishments.
- iv) Arrear towards employer share of contribution shall be payable in 48 monthly installments. In deserving cases the periods of installments would be extended by another six months.

68. Subsequently the Government of India, Ministry of Labour on the recommendations of Central Board of Trustees issued directions under Para 78 of the Scheme waiving the payment of employees' share of contribution for the pre-discovery period as also the period covered by the general stay order given by the Scheme Supreme Court of India on the application extending the provisions of the Act to Beedi Industry.

69 After the grant of the concession, some of the employers started complying with the provisions of the Act and paid the arrears in installments and substantial arrears have been liquidated. In the meeting of the 'Beedi Mazdoors' chaired by the Hon'ble Labour Minister, attended by the employers, employees and Government representative, held on 3.7.90, it was decided that all arrears in respect of employer's share should be

paid by 31.12.90 falling which prosecution may be launched against the employers.

70 Consequent to the above decisions, there was vast improvement in the arrears of the Beedi establishments, it is stated that at present, it appears that in respect of complying establishment there had been no major arrears of Provident Fund.

DIFFICULTIES AND CONSTRAINTS

71 Major difficulty with regard to giving effect of the provisions of the Act is in respect of home workers. In fact it is not the case of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 alone which suffers from tardy implementation. In this matter, many other law enforcing authorities find it difficult to deal with this sector namely home workers.

72 According to the rules, Beedi Workers Welfare Act, the State Governments are required to issue identity cards to the persons identified as home workers. The Central Government has also started to issue identity cards. As a result of these efforts it is stated that out of 28.23 lakhs persons employed in Beedi Industry, cards has been issued only to 12.50 lakhs employees. It is to be stated that, inspite of several efforts since 1976 the authorities are unable to issue identity cards in respect of all these eligible cases. It was thought that the implementation of Employees' Provident Funds & Miscellaneous Provisions Act, 1952 would become easier if the identity cards were issued providing for related information for ascertaining the eligibility for becoming a member of the E.P.F. Scheme.

73. The issue of cards have also not been of great help to the E.P.F. Organisation. It has come to light that the number of cards issued does not necessarily reflect the employment of these persons as beedi workers connected to any particular establishment. It has recently come to light in one area in Madhya Pradesh where beedi workers are concentrated that although 2,73,916 identity cards have been issued, the State Government Officers have admitted that there are only 46,090 employees as per employment strength taken by Principal Secretary Labour. Hence, it has become difficult

to identify the workers with any particular covered establishments with reference to identity cards issued.

74 In order to ensure greater coverage of the establishment the matter is closely monitored by the E.P.F. Organisation and the Ministry of Labour. The Minister of Labour took a meeting of the employer and the E.P.F. Organisation on 10.5.95 towards this end.

75 It is evident that the employment of Beedi Workers are directly related to the records of employment maintained by the employer and the contractors in different organisation. This is essentially taken care of by the State Government in most cases. The non availability of these records makes it difficult to get them enrolled as E.P.F. Subscribers by the E.P.F. Organisation. Considering the wide gap between the identity cards issued and the number of workers employed, the Regional P.F. Commissioner, Madhya Pradesh has been advised to arrange for joint inspection of establishments with the help of State Government Labour Department so that more workers could be enrolled. The State Government of Madhya Pradesh has also been requested to ensure greater co-operation in this regard. Similarly all Regional P.F. Commissioner have also been advised to take all possible action to cover all eligible employees.

DIFFICULTIES IN COVERING HOME WORKERS

76 It is to be pointed out here that out of an estimated figure of 44.72 lakhs persons engaged in Beedi Industry, excepting a few workers others would be home workers. In respect of home workers considerable difficulties are felt in identifying and enrolling eligible employees.

The reasons for the same are given here below:-

- (i) Home workers have no regular work spot. They are located in various nook and corners of the various States and in far flung areas. It is difficult for the Enforcement Officers to visit all these places and houses to identify the eligible employees.
- (ii) It has been noticed in many places that the head of the family to whom the

contractors supplies the raw materials has been enrolled as the member but in reality the entire household including wife and children are beedi rollers. Though the women and children at home are counted as beedi workers, the actual enrollment in Provident Fund is given only to one person i.e. the head of the family. That accounts for wide variation between the number of beedi workers identified and the membership achieved.

(iii) Many home workers do resist deduction to be made from their wages. In Beedi Industry the wages are paid on piece rate basis. Due to low wages structure the deductions at 8-1/3% effects them a lot and hence the protests against deduction.

(iv) It is noticed that many beedi workers seek final settlement often due to economic compulsions. Of them, those who have the benefits after attaining the age of 55 are not eligible to become members, even if they are employed again as home workers.

(v) While there could be some means of identification and communication in respect of home workers engaged by brand holders, it becomes much more difficult in respect of home workers of un-branded beedies. Those establishments employ very small number of home workers and the turn over of work is also low. Those establishments employing less then 20 persons do not come under the purview of the Act.

(vi) The home workers receive the materials for rolling of beedi from the sattedars or Contractors. These contractors are required to maintain necessary details with regard to the supply of raw materials to various persons. It is they who are to maintain name & address of the home workers engaged by them. But more often than not, no records are maintained in any form as required under Beedi and Cigar Workers (Conditions of Work) Act. Thus, no linkage could be established in respect of such home workers.

(vii) Home Workers being mainly women and children, they do not volunteer to furnish the requisite information. Besides, in some places religious constraints also stand in the way of detecting home workers like Paradanashin ladies etc.

BEEDI ESTABLISHMENTS - POSITION AS ON 31.03.98

REGION	Number of Establishments			Number of Subscribers		
	Exempted	Un-exempted	Total	Exempted	Un-exempted	Total
Andhra Pradesh	--	321	321	--	4,07,908	4,07,908
Bihar	--	236	236	--	27,708	27,708
Delhi	--	--	--	--	--	--
Gujarat	--	52	52	--	615	615
Haryana	--	--	--	--	--	--
Karnataka	--	257	257	--	2,89,099	2,89,099
Kerala	--	200	200	--	94,139	94,139
Madhya Pradesh	--	251	251	--	83,813	83,813
Maharashtra	03	176	179	2,048	1,18,059	1,20,107
North Eastern Region	--	11	11	--	686	686
Orissa	--	1	1	--	152	152
Punjab	--	--	--	--	--	--
Rajasthan	--	39	39	--	9,698	9,698
Tamil Nadu	--	2,134	2,134	--	3,90,426	3,90,426
Uttar Pradesh	--	130	130	--	5,563	5,563
West Bengal	--	119	119	--	35,267	35,267
Total	03	3,927	3,930	2,048	14,63,133	14,65,181

CHAPTER V

EXEMPTED ESTABLISHMENTS

Members	Total
08	4,07,9
08	27,7
--	--
15	6
--	--
99	2,89,0
39	94,1
13	83,8
59	1,20,1
86	6
52	1
--	--
98	9
26	3,90,
63	5
67	35
33	14,65,

1 On the applicability of the Act to an establishment the employers are required to comply with the statutory provisions of the Scheme. However, such of these establishments, which have their own Provident Fund Scheme in vogue conferring benefits to their employees equal to or better than those provided under the statutory Scheme may seek exemption under Section 17 of the Act from the provisions of the statutory scheme, if their employees are in favour of such exemption. Likewise individual employee or class of employees who contribute to the employer's Provident Fund Scheme may also seek exemption under Paragraph 27 and 27A of the statutory scheme to continue to be members under their Provident Fund Scheme.

2 The grant of such exemption is to enable the employees to continue to enjoy the better benefits available to them under the private Provident Fund Scheme. Such exemptions does not amount to the total exclusion from the provisions of the Act and the exempted establishments continue to be covered under the Act, the only distinction being that a Board of Trustees properly constituted according to rules in the Exempted establishment administer the exempted Provident Fund subject to the terms and conditions under which exemption is granted and subject to such supervision and control as laid down by the Government/ Central Board of Trustees, Employees Provident Fund.

3 Exemption granted to an establishment is liable to be cancelled for contravention of any of the conditions governing exemption and on such cancellation, the establishment will be required to comply with the statutory scheme. Though the functioning of exempted establishments is the responsibility of the Board of Trustees in each establishment, the Employees' Provident Fund Organisation exercises its control over such establishments through periodic inspections for ensuring proper compliance of conditions of exemption.

4 There were 2,948 establishments which were in the exempted category on 31.3.1998, as against 2,970 establishments in this category at the end of the previous year. During the year, there was decrease of 22 establishments in the Exempted Sector. There were 44.03 lakh members as at the end of March, 98 as against 45.36 lakh members at the end of the previous year.

Regional Concentration

5 Establishments and members are concentrated mainly in three Regions namely West Bengal, Maharashtra and Tamil Nadu to the extent of 56.37% of the total exempted establishments and 46.74% in terms of total membership as would be evident from Table:1.

TABLE:1			
Regional concentration of Members in Exempted Sector			
		Establishments	Members
1	West Bengal	771	923,847
2	Maharashtra	480	706,954
3	Tamil Nadu	411	427,450
	Total	1,662	2,058,251
Strength of 16 Regions		2948	4403122
	Percentage in 3 Regions	56.37%	46.74%

Contribution transferred to Board of Trustees

6 An amount of Rs.3,174.70 crores were transferred to their respective Boards of Trustees by the employers as contributions during the year as against Rs.3,055.77 crores during the previous year. The share of exempted establishments were 46.56% of the total contributions both from un-exempted and exempted sectors put together.

Investments

7 The exempted establishments are required to follow the same pattern of investment as is prescribed for the un-exempted funds. (Refer to Para IV.15 for detailed pattern of investment). During the year, at the gross level investments amounted to Rs. 2989.09 crores as against Rs.3,371.89 crores during the previous year. Out of the total gross investment of Rs.2,989.09 investment by way of redemption proceeds was Rs. 985.77 crores. Thus the investment during 1997-98 was Rs.2,003.32 crores. The break-up of investment in various categories made by exempted provident fund trusts during 97-98 are given in Table:2.

Regional Concentration of Members in Exempted Sector

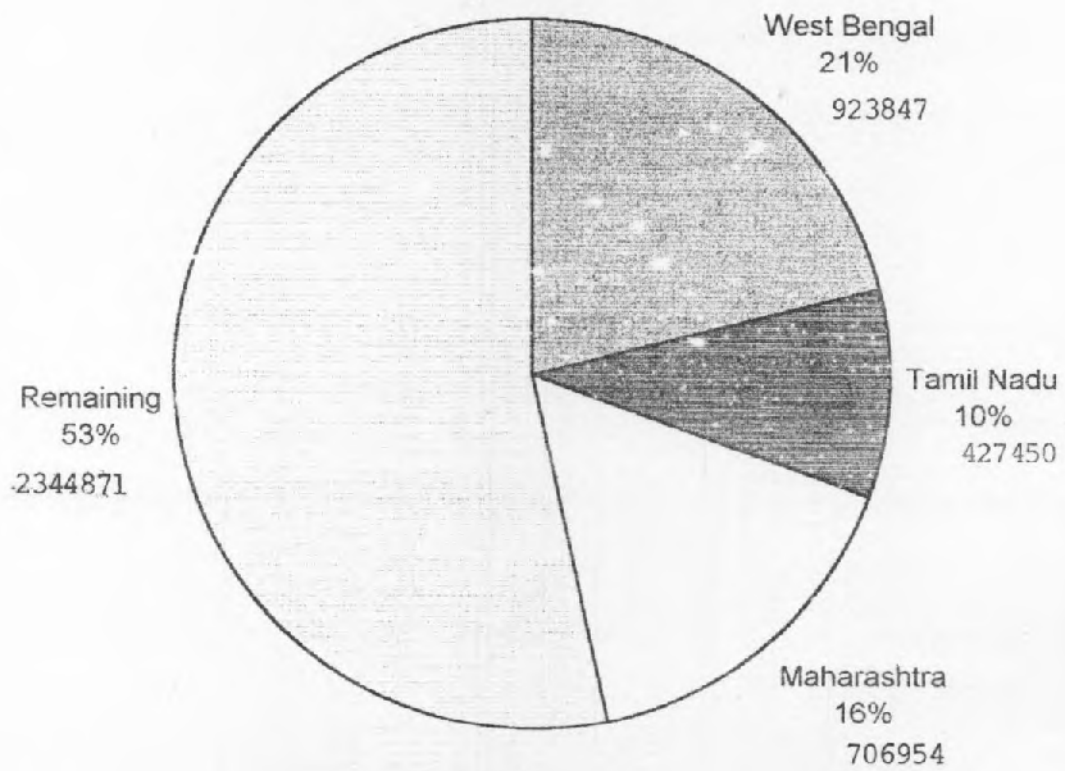


TABLE:2 INVESTMENTS MADE BY EXEMPTED ESTABLISHMENT DURING 1997-98	
Category of Investment	Amount Invested [Rs. Crores]
Central Government Securities	397.08
Government Securities created and issued by any State Government and guaranteed securities	513.62
Special Deposit Scheme	910.3
Bonds/Securities of Public Financial Institutions and Certificate of deposits issued by a Public Sector Bank	1,168.09
Total Gross Investment	2,989.09
	Less Redemption
	985.77
TOTAL NET INVESTMENT	2,003.32

Contributions in arrears

8 The employers of exempted establishments are required to transfer the Provident Fund contributions [employers' and employees' share] to the Board of Trustees by the fifteenth day of the following month. There are 348 cases relating to exempted establishments, which failed to transfer the contributions to the Board of Trustees as on 31.3.98.

TABLE:3

**AMOUNT NOT TRANSFERRED TO BOARD OF TRUSTEES
EXEMPTED SECTOR (Rs. in lakhs)**

Region	Opening Balance as on 1.4.97	Added during the year 1997-98	Total workload for 1997-98	Amt. collected during the year 1997-98	Closing Balance as on 31.3.98	Amount collected during corresponding period of previous year 1996-97	Variation in recovery over previous year (+)/ (-)
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Andhra Pradesh	357.94	835.39	1,193.33	753.69	439.64	342.72	(+) 410.97
Bihar	24.20	0	24.2	6.05	18.15	26.65	(-) 20.6
Delhi	1709.72	0	1,709.72	1,709.15	0.57	310.08	(+) 1,399.07
Gujarat	51.63	4.99	56.62	21.08	35.54	3.63	(+) 17.45
Haryana	409.90	561.54	971.44	0	971.44	0	0
Karnataka	1.74	143.5	145.24	110.46	34.78	0	(+) 110.46
Kerala	14.65	19.21	33.86	9.54	24.32	17.71	(-) 8.17
Madhya Pradesh	77.58	43.09	120.67	21.62	99.05	0	(+) 21.62
Maharashtra	512.28	293.59	805.87	100.02	705.85	34.29	(+) 65.73
North East	0.00	0	0	0	0	3.69	(-) 3.69
Orissa	24.12	0	24.12	24.12	0	8.58	(+) 15.54
Punjab	0.00	0	0	0	0	0	0
Rajasthan	0.00	0	0	0	0	136.09	(-) 136.09
Tamil Nadu	128.50	274.92	403.42	68.41	335.01	16.41	(+) 52
Uttar Pradesh	544.77	469.86	1,014.63	498.66	515.97	175.29	(+) 323.37
West Bengal	12589.63	4,981.31	17,570.94	2,970.87	14,600.07	2,129.86	(+) 841.01
Total	16,446.66	7,627.4	24,074.06	6,293.67	17,780.39	3,205	(+) 3,088.67

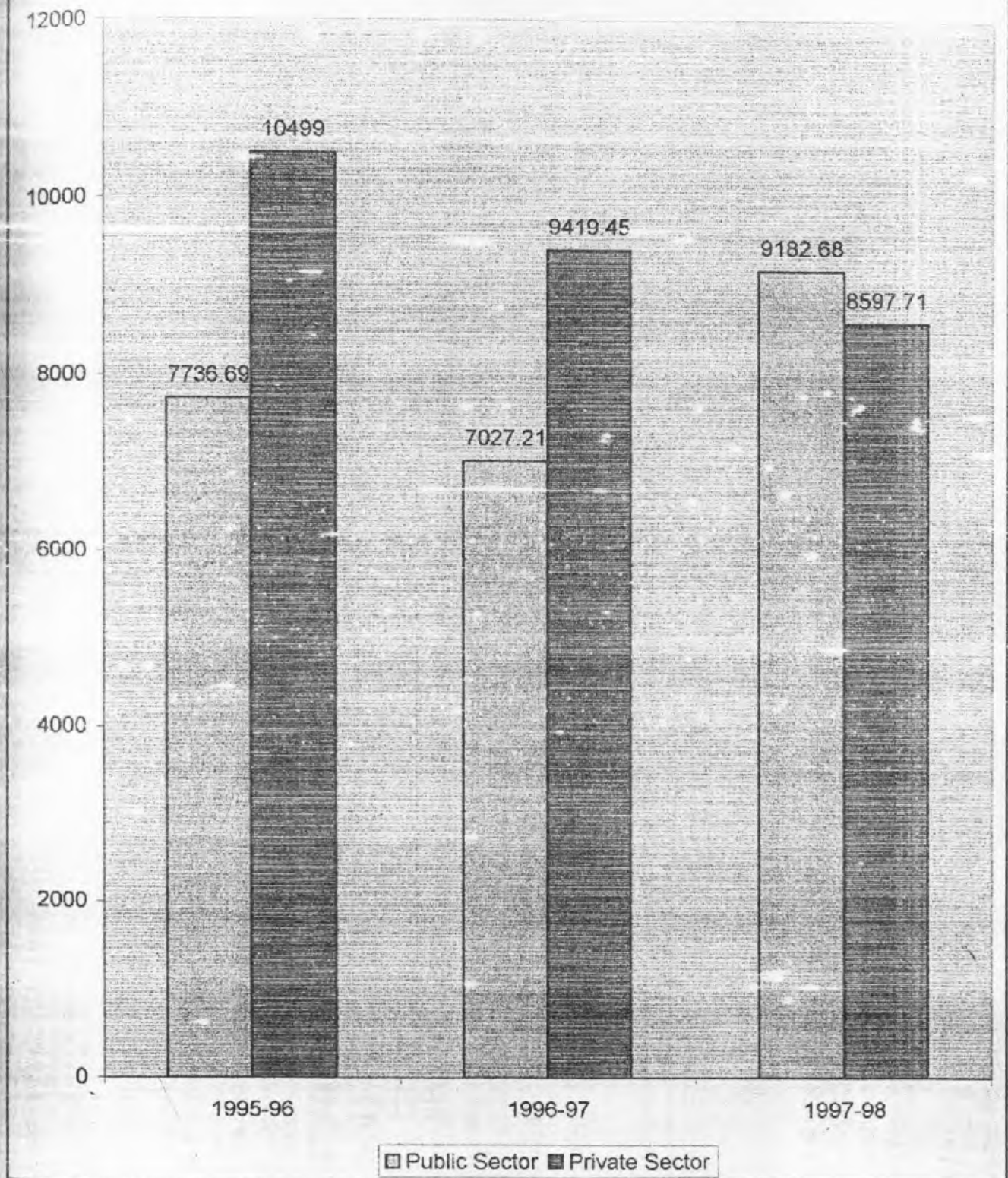
9 Though there had been increase in arrears at the end of the year by Rs.1,333.73 lakhs but the recovery has been increased by Rs. 3,088.67 lakhs. Out of an arrear of Rs. 24,074.06 lakhs an amount of Rs.6,293.67 lakhs was recovered leaving a balance of Rs.17,780.39 lakhs. Major portion of arrears of exempted establishments is in West Bengal Region amounting to Rs.14600.07 lakhs or 82.11% of the total arrears.

Public & Private Sector share in arrears

10 Out of the total 348 exempted establishments, 256 cases belong to the Private Sector and 92 fall under Public Sector. In terms of amount, out of the total default of Rs.17,780.39 lakhs, Private Sector accounts for Rs. 8,597.71 lakhs and public sector Rs. 9,182.68 lakhs. In percentage terms private sector accounts for 48.35% and public sector 51.65% of the total default. The region-wise default position of exempted establishments in default between public and private sector of exempted establishments is given below:Table-4.

TABLE:4 PROVIDENT FUND ARREARS - EXEMPTED SECTOR PUBLIC AND PRIVATE SECTOR AS ON 31.03.1998 [Rs. in Lakhs]						
Region	Public Sector		Private Sector		[Public + Private]	
	Estts.	Amount	Estts.	Amount	Estts.	Amount
Andhra Pradesh	8	427.08	1	12.56	9	439.64
Bihar	0	0	4	18.15	4	18.15
Delhi	0	0	2	0.57	2	0.57
Gujarat	0	0	10	35.54	10	35.54
Haryana	2	963.84	1	7.6	3	971.44
Karnataka	1	1.75	1	33.03	2	34.78
Kerala	0	0	1	24.32	1	24.32
Madhya Pradesh	11	98.58	1	0.47	12	99.05
Maharashtra	4	357.06	4	348.79	8	705.85
North East	0	0	0	0	0	0
Orissa	0	0	0	0	0	0
Punjab	0	0	0	0	0	0
Rajasthan	0	0	0	0	0	0
Tamil Nadu	6	266.28	5	68.73	11	335.01
Uttar Pradesh	4	341.77	4	174.2	8	515.97
West Bengal	56	6,726.32	222	7,873.75	278	14,600.07
Total	92	9,182.68	256	8,597.71	348	17,780.39

Provident Fund Arrears (Exempted Sector)



Status of Arrears

11 Out of the total default of Rs. 177.80 crores, an amount of Rs.165.57 crores fall under un-realisable category leaving a balance of Rs.12.23 crores realisable through departmental action. For the arrears falling under un-realisable, it could not be recovered over the year due to various reasons, such as, its recovery being

- disputed in courts,
- factories having gone into liquidation,
- recovery barred by the Acts of Central/State Governments,
- factories declared sick by the Board of Industrial & Financial

Reconstruction of factories in respect of which Rehabilitation Scheme had been sanctioned by the BIFR.

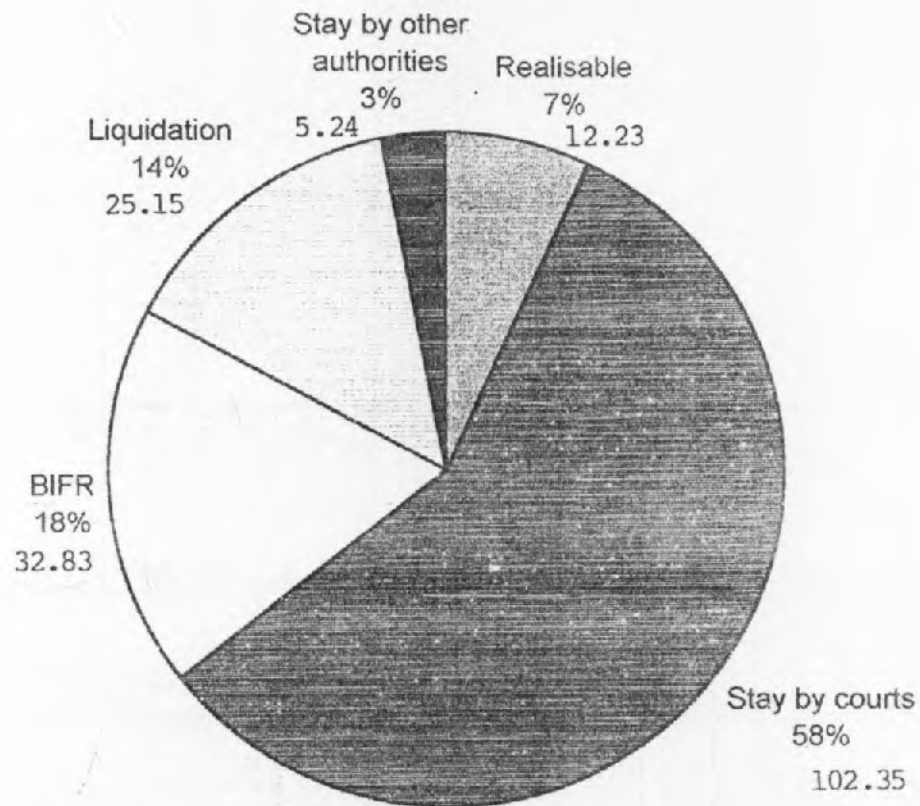
Un-realisable amount account for 93.12% of the arrears demand. Break-up indicating the reasons and category for default falling in un-realisable category is given in Table:5.

TABLE:5	Realisable Arrears	Un-realisable Arrears	Total
Exempted Sector(Rs. crores)	12.23	165.57	177.8

Status of Un-realisable arrears	Number of cases	Amount involved (Rs.in crores)
a) Stay by Courts	138	102.35
b) Registered under BIFR	40	32.83
c) Under Liquidation	42	25.15
d) Under Instalment facility	-	-
e) Stay by other authorities	32	5.24
Total	252	165.57

Amount not transferred to the BOTs by Exempted Establishments

(Amount in crores)



12 A list of exempted establishments which are in default of Rupees ten lakh and above as on 31.3.98 in the matter of transferring of provident fund contributions to their respective Board of Trustees is given at **Appendix A-5**.

Un-invested Funds

13 The Board of Trustees are required to make investment of investible funds within a period of two weeks from the date of receipt of money into the trust account. At the end of the year, there were 1,207 exempted trusts which had an amount of Rs.10,689.87 lakhs with them as remaining un-invested. The region-wise data on the amounts lying with the Boards of exempted establishments un-invested as on 31.3.1998 are given in Table-6.

TABLE-6		
AMOUNT LYING UN-INVESTED BEFORE THE BOARD OF TRUSTEES OF EXEMPTED ESTABLISHMENTS ON 31.03.98		
Region Name	Establishments	Un-invested Amount [Rs. in lakh]
Andhra Pradesh	19	896.7
Bihar	19	504.4
Delhi	180	2,613.36
Gujarat	39	221.37
Haryana	6	51.27
Karnataka	83	967.3
Kerala	56	136.21
Madhya Pradesh	25	165.57
Maharashtra	480	1,164.56
North East	7	799.25
Orissa	28	174.9
Punjab	0	0
Rajasthan	23	1,017.02
Tamil Nadu	145	871.82
Uttar Pradesh	73	903.93
West Bengal	24	202.21
TOTAL	1,207	10,689.87

Penal action taken against defaulters

14 During the year 1997-98 in order to liquidate arrears 39 prosecutions under Section-14 of the Act were filed and 94 cases were decided. 2020 cases were pending at the end of the year. Besides this, 53 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.

Rate of Interest

15 The exempted establishments are required to declare interest to their members which would not be lower than the interest rate declared for the members of the Statutory Fund. Information with reference to 2,956 establishments were available, out of which 319 had not declared interest for the year and 19 establishments were reported closed. The broad pattern of the remaining 2,618 establishments which have declared interest are given in Table-7.

Table:7		
RATE OF INTEREST ALLOWED TO MEMBERS - EXEMPTED ESTABLISHMENTS		
	Establishments	Members involved
Higher than the Statutory Rate	156	374,738
Equal to the Statutory rate of 12%	2,377	3,515,028
Less than the Statutory rate	85	187,130
TOTAL	2,618	4,076,896

Advances/Partial withdrawals

16 Advances sanctioned and amount paid to the members by the exempted establishments during the year are given in Table-8.

Table:8

ADVANCES SANCTIONED & AMOUNT DISBURSED		
Category	Cases	Amount (Rs. lakh)
Financing LIC Policy	22,444	528.59
Housing Advance	153,800	54,423.97
During temporary closure	20,844	2,054.92
Illness of Members/Family members	139,888	19,437.32
Member's own marriage	215,777	28,604.01
Others	203,036	36,618.49
TOTAL	755,789	141,667.3

Settlement of claims

17 Claims settled by the exempted establishments to their members are given below in Table-9.

Table:9

PROVIDENT FUND CLAIMS SETTLED - EXEMPTED ESTABLISHMENTS		
Category	Cases	Amt. Rs. Lakhs
Death Cases	8,451	11,442.73
Resignation/Termination	113,087	54,871.64
Retrenchment	14,378	4,253.27
Superannuation	45,220	61,030.29
Permanent Invalidation	1,235	494.77
Dismissal	2,621	1,060.34
Migration	1,294	430.23
Others	14,559	9,318.04
TOTAL	200,845	142,901.31

CHAPTER VI

EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME, 1976

The Act

1 Employees' Deposit Linked Insurance Scheme, 1976 came into force from 1st August, 1976. No contribution is payable by the employee for availing the insurance cover. Family/dependents of deceased member are entitled payment upto Rs. 35,000.- subject to calculations in each case.

Application and Coverage

2. Employees' Deposit Linked Insurance Scheme, 1976 is applicable to all factories/establishments to which the Act applies. This Scheme came into force with effect from August 1, 1976. All the employees who are members of the provident fund are required to become members of this Scheme.

Contribution

3 While the employee-members are not required to contribute to the Insurance Fund the employers are required to pay contributions to the Insurance Fund at the rate of 0.5 per cent of pay i.e. basic wages, dearness allowance including cash value of food concession and retaining allowance, if any. During the year a sum of Rs. 103.96 crores comprising from employers contribution was deposited. The contribution and administrative charges received year-wise since inception of the Scheme are at **Appendix-S.15**.

Investment

4 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 8.5%.

TABLE:1		
E.D.L.I INVESTMENT (Rs. in crores)		
1	Investment in securities Balance as on 1.4.97	69.11
2	Deposit in Public Account	1,873.83
3	Investment during 1997-98	
	(a) Employers' share of contribution net of payments	103.96
	(b) Government share of contribution	-
4	Interest on investment in securities and interest on balance amount kept in Public Accounts	143.06
Balance as on 31st March, 98		2,189.96

5 The employers of all covered establishments are required to pay administrative charges to the Insurance Fund for meeting the expenses. The rate of administrative charges is 0.01 per cent of the pay with effect from October 1, 1987 subject to a minimum of Rs. 2.00 per month.

Benefits under the Scheme

6 On the death of an employee, while in service, who is a member of the Employees' Provident Fund or of the Exempted Provident Fund, the persons entitled to receive the provident fund accumulations will be paid an additional amount equal to the average balance in the provident fund account of the deceased during the preceding 12 months wherever the average provident fund balance is less than Rs. 25,000/-.

TABLE:2				
E.D.L.I CLAIMS				
		1995-96	1996-97	1997-98
1	Brought forward pendency at the beginning of the year	2,027	2,295	2,403
2	Claims received during the year	37,199	36,551	41,339
3	TOTAL WORKLOAD [1+2]	39,226	38,846	43,742
4	Claims returned for rectification of defects and re-submission	12,259	13,691	15,812
5	Claims rejected being ineligible	1,867	1,981	1,363
6	Claims settled	22,805	20,771	24,058
7	Percentage of Claims settled to workload	58.14	53.47	55
8	Amount authorised for payment [Rs. in lakhs]	2,233.69	2,082.6	3,612.26
9	Claims pending at the close of the year	2,295	2,403	2,509
10	Percentage of closing balance to workload	5.85	6.18	5.73

7 2,509 claims were pending for disposal at the end of the year. Number of claims settled region-wise and amount disbursed is given at **Appendix-S.16.**

Arrears

8 Arrears on account of Employees' Deposit Linked Insurance contributions from employers amounting to Rs. 14.03 crores and Rs.2.00 crores on account of Administration and Inspection charges were outstanding at the end of the year.

Steps taken to liquidate arrears

9 Prosecution cases under Section 14 of the Act were filed against the employers who failed to deposit the contributions. As against a workload of 19,916 cases for disposal, 436 cases were decided during the year. Of the cases decided in 190 cases conviction were ordered, 40 cases were either acquitted or admonished, 191 cases were withdrawn and 7 cases were discharged. The region-wise data of prosecution cases launched under the Act is given at **Appendix S-17.**

10 Out of an workload of 17995 Revenue Recovery cases involving an amount of Rs. 1,305.29 lakhs, an amount of Rs.153.94 lakh were realised through the recovery process executed in 3,087 cases. At the close of the year 14,908 cases were pending involving a sum of Rs.1,151.35 lakh.

Exemption from the Scheme

11 On the request of the employer, the exemption to any establishment can be granted by Central Provident Fund Commissioner from the operation of all or any of the provision of the Insurance Scheme if the employees of such establishments are , without making any separte contribution or payment of premium, in enjoyment of benefit in the nature of life insurance, whether linked to their deposits in provident fund or not, and such benefits are more favourable to such employees than the benefits admissible under the insurance scheme. Under Employees' Deposit Linked Insurance Scheme, 1976, 7261 establishments have been granted exemption from the Scheme upto 31st March, 1998.

CHAPTER VII

EMPLOYEES' PENSION SCHEME – 1995

INTRODUCTION & ADMINISTRATION

Employees' Pension Scheme, 1995 came into effect from 16.11.1995. The Employees' Pension Scheme 1995 has been conceived as a Benefit defined Social Insurance Scheme formulated following actuarial principles for ensuring long term financial sustenance. No separate contribution is payable additionally for the Pension Scheme benefits. The new Pension Scheme, alike the old Family Pension Scheme, 1971 derives its financial resource by partial diversion from the Provident Fund contribution. The rate being 8.33% in lieu of 2.33% against the old ceased Family Pension Scheme, 1971. The Central Government shall continue contributing at the rate of 1.16% as before. Upon introduction of the new Pension Scheme, 1995, the erstwhile Family Pension Scheme, 1971 ceases to operate and all the assets and liabilities of the erstwhile Family Pension Fund shall stand taken over and merged with the new Pension fund. The benefits and entitlements to the members under the old Scheme shall remain protected and continued under the new Pension Scheme, 1995.

The Scheme has been notified on 16.11.1995 and made effective from that date with the proviso for retrospective application from 01.04.1993 in selective cases for outgoing members during 1.4.93 – 15.11.95. The Scheme on its introduction applies on compulsory basis to all the existing subscribers to the Provident Fund who were contributing to the Employees' Family Pension, 1971. So also all the new entrants to the membership of Provident Fund from 16.11.1995 onwards shall acquire membership of the Scheme on compulsory basis. The existing subscribers of the provident fund who did not opt for joining the erstwhile Family Pension Scheme, 1971 shall have option to join the new Pension Scheme. So also the beneficiaries under the erstwhile Family Pension Scheme, 1971 relating to death/exit cases occurring between 01.04.93 and 15.11.1995 shall have option to derive the benefit under the new Scheme.

Newly introduced Employees' Pension Scheme, 1995 provides for following benefit package:-

- (i) Pension for life to the member, on superannuation/retirement and invalidation;
- (ii) To the member of the family upon death of the member:-
 - (a) Pension to Widow/Widower for life or till re-marriage.
 - (b) To children/orphan, two at a time additionally payable simultaneously with widow/widower pension'
 - (c) Facility for payment of pension to nominee in the event of member who is unmarried or without any eligible family member to receive pension; and

- (iii) Facility for capital return (corpus accretion) on option formula basis; and
- (iv) Commutation upto 1/3rd of pension amount.

Previously under the old FP Scheme, 1971 only widow/widower pension was payable, that too for death while in reckonable service only. In the absence of Widow or cessation of Widow pension payment it was payable to eldest child upto the age of 25 years and so on to youngers, if any.

Superannuation/retirement pension under the new Scheme will be payable on fulfilling:-

- a) Minimum 10 years contributory service and
- b) Attaining age of 58 years

On ceasing employment earlier than 58 years, Pension may be availed of by a member at his option, before attaining the age of 58 years but not below 50 years. Such early pension will be subject to discounting factor at the rate of 3% for every year of shortfall from 58 years. No pension will be payable to any member before attaining the age of 50 years. However, no such age restriction or eligibility requirement shall apply for pension entitlement on disablement or pension payable to the family members on death of the member. Membership with one contribution is enough in such cases.

The quantum of pension payable to a member on superannuation and/or exit from service on attaining the age 58/50 year shall correspond to the period of pensionable service rendered by the member and his pensionable salary i.e. the last year's average pay drawn by him at the time of exit. Those retiring now and in coming years, shall have also the benefit of past service pension for the period of their membership under the erstwhile Family Pension Scheme, 1971 on factor formula basis provided for in the Scheme subject to aggregate Pension regulated by minimum Pension amount provision. Basic pension so sanctioned shall normally have annual increase based on valuation result. Upon death of the member the pension entitlement shall accrue to the Family members namely spouse and children upto the age of 25 years.

On leaving employment before rendering 10 years pensionable service, member has the option to retain the membership until attaining 58 years of age by taking a Scheme certificate or quitting the Scheme by availing withdrawal benefit. On availing Scheme certificate the member will be entitled to add on his subsequent employment spells till attaining the age of 58 years so as to qualify for superannuation/retirement pension, otherwise availing withdrawal benefit on attaining the age of 58 years with additional weightage so as to compensate the possible interest loss. In the event the member retains the membership he remains covered for death risk throughout. Upon his death irrespective of whether death occurred while in service or away from employment, the Family Pension benefit to spouse and children, if any, will be admissible and extended in the same manner if the death had occurred while in service and contributing to the Fund.

ARRANGEMENTS FOR DISBURSEMENT OF PENSION :

For smooth disbursement and automatic credit of Pension every month, arrangements have been made for disbursement of pension through banks. During the year under report, arrangements have been enlarged by bringing in 2nd Nationalised Bank to participate in the programme in 14 regions. The Regionwise position of present banking arrangement is as under :

S.No.	Name of the Region	Name of the Nationalised Bank
1.	Andhra Pradesh	Andhra Bank and State Bank of India
2.	Bihar	Punjab National Bank
3.	Delhi	Punjab National Bank and State Bank of India
4.	Gujarat	Dena Bank and State Bank of India
5.	Haryana	Punjab National Bank and State Bank of India
6.	Kerala	Canara Bank and State Bank of India
7.	Karnataka	Canara Bank
8.	Maharashtra	Bank of India and Punjab National Bank
9.	Madhya Pradesh	Punjab National Bank and State Bank of India
10.	North East Region (Assam)	Punjab National Bank and State Bank of India
11.	Orissa	Bank of India & State Bank of India
12.	Punjab	Punjab National Bank & State Bank of India
13.	Rajasthan	State Bank of Bikaner & Jaipur and Punjab National Bank
14.	Tamil Nadu	Indian Bank and State Bank of India
15.	Uttar Pradesh	Punjab National Bank and State Bank of India
16.	West Bengal	Punjab National Bank and United Bank of India

With a view to expand the disbursement network, further endeavour is being made to explore the possibility of associating post offices also across the country.

ADMINISTRATIVE SET UP AT FIELD OFFICES :

On introduction of the EPF, 1995 working set up and working norms have been redesigned appropriately to cope up with the challenging task of implementation of the Pension and to provide a system support arrangement for ensuring prompt, unfailing and trouble free serving of pension payment cases. In the process, pension division at various offices have been strengthened by creating additional support in the work of Pension Monitoring, Pension Audit, Pension Disbursement and Reconciliation Pension Fund accounts Maintenance and Record Upkeeping besides strengthening the public grievances system through constitution of facilitation centres for the convenience of the members at all the Offices.

For facilitating requisite co-ordination and closer monitoring of Scheme Work on regular basis, "Controller of Pension" post has been created at all the 16 regions. Appropriate computerised process support is being made available for calculation of

pension entitlements and generation of consolidated pension payment orders covering all types of benefits for member/widow/children as one time settlement.

National Productivity Council has been entrusted to study and review working norms for Pension Scheme work for further revision and augmenting the arrangement.

SETTLEMENT OF PENSION CLAIMS:

In order to ensure that the pension claims are settled expeditiously, a mandatory provision has been incorporated in the EPS, 1995 under para 17 A, prescribing 30 days time by which pension claims be settled. Commissioner has been made personally responsible for any default enjoining liability for penal interest. During the year under report 1,15,776 number of pension claims (form 10D) have been settled.

As on 31st March, 1998, 2,36,193 beneficiaries have been sanctioned pension under the EPS, 1995. These pensioners are in addition to old family pensioners under the ceased EFPS, 1971. The classification of the beneficiaries under EPS, 1995 as on 31.3.1998 are as under :

➤ Member Pension	:	136421
➤ Widow/Widower Pension:		48254
➤ Orphan Pension	:	632
➤ Children Pension	:	50886

In addition 169,847 number of Widow/Children Pensions are drawing Pension under the ceased Family Pension Scheme, 1971.

➤ Widow/Widower Pension:	1,63,637
➤ Children Pension	: 6,210

CREATION OF DATA BASE :

On introduction of the Pension Scheme, creation of data base for members and their families has assumed greater importance for ensuring prompt, unfailing and trouble free servicing of pension payment cases and to help settle cases promptly besides conducting the annual valuation of the pension funds for appropriate review of the pensionary benefits. In order to achieve the desired objective, Organisation has taken effective steps to collect the details of the members and their family and capturing all such details through computerised programme for keeping the data base on line for various use. In the process, all the field offices have printed and supplied the Form 2 (revised) to all the members through their establishment concerned and also conducted workshops with the Employers and Trade Union Organisation in educating the importance of Form 2. A systematic monitoring is being done at various offices and also at the Head Office level at weekly intervals so as to ensure collection, capturing of the

details and creating an effective data base of the members and their families. Performance position in this regard as on 31.03.1998 is shown hereunder:

Total No. of Lists Exempted+Unexempted (31.03.1997)	Total members of the fund on 31.03.1997	Form 2 Estts. (Numbers)	Issued members (Numbers)	Percentage to total PF members	Form 2 stts. (Numbers)	Received Members (Numbers)	Percentage to total PF members	Data made in Estts. (Numbers)	Entry Computer Members (Numbers)
277555	20288524	235508	17497349	86.24	135533	6726926	33.15	23237	1475731

VALUATION OF PENSION FUND :

Since the EFPS, 1971 ceased w.e.f. 15.11.1995 (On introduction of EPS, 1995 w.e.f. 16.11.1995) the Family Pension Fund as on 15.11.1995 was evaluated by the Actuary and based on the report and recommendations submitted by the Actuary, Central Government has declared the additional relief to the beneficiaries of the ceased Family Pension Scheme, 1971 w.e.f. 1.4.95 ranging between 6% to 15% per month subject to minimum increase of Rs. 30 – 75 per month as the case may be. These pensioner shall also be entitled for the future reliefs that may be announced under EPS, 1995 in terms of para 32 of EPS, 1995.

The Pension Fund is required to be evaluated through a qualified Actuary on annual basis. Based on valuation result the benefit quantum could be revised. First actuarial valuation which become due on 15.11.1996 has been got done. Based on valuation recommendation, Central Government has allowed 4% adhoc relief on pension in payment as on 15.11.1996 to existing pensioners. This adhoc relief is payable w.e.f. 16.11.1996 and is subject to adjustment on the basis of final valuation report result.

Second year valuation fell due on 15.11.1997 with a view to remove operational difficulties in compiling position reckoning broken period, Government has allowed second year valuation covering the period from 16.11.1996 to 31.3.98 as to synchronise with the completion of financial year. Accordingly, the work relating to collection of necessary data for the purpose has commenced.

COURT CASES :

During the year under report, three High Courts viz. Madras, Karnataka and Kerala have disposed of Writ Petitions upholding the vires of the EP Schemes, 1995. However, a Division Bench of the Calcutta high Court through an interim order had ordered for 'Status Quo'. Same has been challenged further before the Supreme Court and stands superseded by further interim order of the apex Court allowing continuity of the benefits admissibility. Also upon advice, a petition has been filed seeking transfer of all the remaining writ petitions from various courts for final disposal by the apex court.

EXEMPTION :

Any establishment of class of establishments may be granted exemption from the operation of the EPS 1995 by the appropriate Government if the Pension Scheme of the establishments provides pensionary benefits either at par or more favourable than the benefits available under the EPS, 1995. Upto the year under report, 272 number of applications for grant of exemption were received by the various field offices and also certain establishments have made direct reference to the Head Office. All such references have been attended by the respective offices by informing the establishments concerned the modalities and the procedures to be followed while filing the application for exemption. Accordingly, some of the establishments have formulated their Pension Schemes and filed the applications with the RPFCs concerned. On scrutiny by the Regional Provident Fund Commissioner concerned as required under para 39, total 46 such cases have been forwarded to the Headquarter Office. On scrutiny of these cases in consultation with the Actuary, most of the schemes have been found deficient and returned to the RPFCs/establishments concerned indicating the deficiencies noticed, modification to be carried out so as to bring up such schemes on par with EPS 1995 in order to qualify for grant of exemption. So far no exemption could granted to any of the establishment.

MEETINGS OF THE PENSION IMPLEMENTATION COMMITTEE :

The Executive Committee of the CBT has constituted a sub-committee designated as 'Pension Implementation Committee' to review and monitor the functioning of the Employees' Pension Scheme, 1995 including computerisation in the Organisation, disbursement of pension and to consider the suggestions/proposals for amendment in the Scheme. The Committee includes representatives of employers and employees besides the Central Provident Fund Commissioner. Labour Secretary is the Chairman of the PIC. Addl. CPFC (Pension) at Headquarters Office of the Organisation is the convenor of the PIC. Reconstituted PIC has been notified by the Government on 16.09.97. So far, 11 meetings of PIC have been held. During the year under report, 2 meetings of the newly constituted Committee were held in the month of September, 1997 and January, 1998. The Committee reviewed the performance in the implementation of the Scheme as on August, 1997 and December, 1997 respectively.

TRAINING OF OFFICERS AND STAFF :

National Academy of Training & Research Social Security at New Delhi and Zonal Training Institutes at four zones situated at Faridabad, Ahmedabad, Chennai, Calcutta have been conducting the training courses for the officers and staff on the work procedures of the Employees Pension Scheme, upon introduction of the EPS 1995, arrangement have been made by including lecture on EPS 95 in all the regular training programmes, as a special arrangement for training of officers and staff. So far NATRSS, New Delhi has conducted 26 programmes and trained 402 officers in various batches. In addition to this Controllers of Pension in the region have been conducting inhouse

training programme to their officers and staff in Regional Offices/Sub-Regional Offices under their jurisdiction. Sensitisation and retraining of officers and staff through training/retraining process is being done both at Headquarter and Regional level.

PUBLICITY :

Action plan for awareness generation and allaying misgiving/misapprehension among public in general have been initiated as mentioned here under:

- ◆ Literature support and common publicity exhibits in work place reception of the offices – counseling and guidance by officers.
- ◆ Introduction programme with target group at the periodical intervals through Chamber of Commerce, Employers Association, Trade Union Organisation and alike.
- ◆ Publicity through print media – newspaper etc.
- ◆ Publicity through electronic media viz. AIR & Doordarshan etc.

On completion of 2 years of operation of the Pension Scheme, it has been Commemorated at all the field offices by holding seminars with the target groups and highlighting the features and achievements of the Pension Scheme through print media.

PENSION SOFTWARE :

- In order to have uniformity and to speed up the process, for implementation of Employees' Pension Scheme, 1995, software has been developed in consultation with National Informatic Centre for capturing the details of members and their families, existing pensioners, calculation of pension, generation of PPO, bank reconciliation with reference to pensioners, pension payments and MIS reports. The software for actuarial valuation has been got developed with the help of Actuary and is being utilised in evaluating of the Pension Fund on annual basis.
- Appropriate steps have been initiated to augment the hardware capacity at all offices to cope up with the enhanced requirements under EPS 1995.

CHAPTER VIII

MANPOWER PLANNING

The total sanctioned staff strength of the Employees' Provident Fund Organisation including Officers and Staff was 20,455 as on 31.3.98 as against 20,265 as on 31.3.97. The group-wise position of sanctioned staff vis-à-vis staff in position is given in Table-1.

TABLE:1		
STAFF STRENGTH AS ON 31.03.98		
Category of Employee	Sanctioned strength	Staff in position
Group "A"	612	430
Group "B"	1,892	1,714
Group "C"	15,514	13,392
Group "D"	2,437	2,267
TOTAL :	20,455	17,803

The position of the sanctioned staff vis-à-vis staff in position during the last five years is given in Table-2.

TABLE:2		
STAFF STRENGTH AS OVER LAST FIVE YEARS		
Position as on	Sanctioned Strength [Nos.]	In position [Nos]
31.3.1994	18,758	16,863
31.3.1995	19,442	17,265
31.3.1996	19,672	17,483
31.3.1997	20,265	17,612
31.3.1998	20,455	17,803

The Region-wise position of the sanctioned staff/officer vis a vis staff/officer in position during 1997-98 is given in Appendix 18, 19, 20 and 21.

Employees' Provident Fund Organisation has implemented the Department of Personnel and Training's instructions contained in Office Memorandum No. 36012/18/95-Estt/P.II, dated 13-8-97 circulated on 12-9-97 regarding revised Post based Roster on reservation in Direct Recruitment and Promotion.

TABLE:3					
STAFF POSITION IN TERMS OF RESERVATION AS ON 31.03.98					
CATEGORY	Sanctioned strength	Staff in position	In position		
(1)	(2)	(3)	(4)		
			SC	ST	OBC
Group 'A'	612	430	59	28	-
Group 'B'	1,893	1,618	242	121	404
Group 'C'	15,507	13,042	2,418	731	388
Group 'D'	2,440	2,144	933	264	84

In order to give more thrust to computerisation following posts were created by the Executive Committee :

- | | | | |
|----|--|---|--------------------------|
| 1. | Addl. Central Provident Fund Commissioner
(Computer & System) | : | One (1) |
| 2. | Deputy Director (Computer) | : | One (1) |
| 3. | Assistant Director [EDP] | : | Seventeen(17) |
| 4. | Programmer | : | Sixteen (16) |
| 5. | Assistant Programmer | : | Sixty seven (67) |
| 6. | Data Entry Operator | : | Two hundred Fifteen(215) |

Recruitment Rules were framed in respect of all the above posts except post at Sl. No. 1 & 3. The process was also initiated to fill up the vacancies by advertising, the vacancy in Employment News encouraging response was seen.

During the year the Regional Administration had issued a series of advertisement in the Employment News. It pursued the matter with Union Public Service Commission and got the following posts advertised in Group 'A&B' category.

NAME OF POST	NO.OF POSTS	DATE OF ADVERTISEMENT
Assistant P.F.Commissioner	138 posts	30.08.97
Superintendent	7 posts	28.06.97
Hindi Officer	5 posts	12.07.97
Enforcement Officer/ Asstt.Accounts Officer	234 posts	13.09.97

Apart from this, the Regional Administration also advertised the following posts in Employment News for appointment on Inter Departmental Transfer basis/Deputation basis/Direct Recruitment.

1.	Director (Vigilance)	7-13 June, 1997.
2.	Addl.CPFC (Computer&System Management)	18-24 October, 1997.
3.	Director (Public Relations)	18-24 October, 1997.
4.	Director (MIS)	18-24 October, 1997.
5.	Deputy Director (Audit)	18-24 October, 1997.
6.	Executive Engineer	21-27 February 1998.
7.	Assistant Engineer (Civil)	21-27 February 1998.
8.	Assistant Engineer (Electrical)	21-27 February 1998.
9.	Deputy Director (Computer)	21-27 February 1998.
10.	Programmer	21-27 February 1998.
11.	Assistant Programmer	21-27 February 1998.
12.	EDP Supervisor	21-27 February 1998.
13.	Data Entry Operator	21-27 February 1998.
14.	Hindi Translator Gr.II	21-27 March 1998.

The Regional Administration also finalised the recruitment rules/ got amended for the following posts.

Group 'D' officials
 LDC
 Stenographers
 Personal Assistant
 Private Secretary
 Chief Engineer
 Hindi Translator Gr.II
 Director (P.R.)
 Addl.Central Provident Fund Commissioner (Computer&Systems Management)
 Director (Computer)
 Deputy Director (Computer)
 Assistant Programmer
 Programmer
 Supervisor
 Data Entry Operator Grade A,B & C.

The Regional Administration also modified many of the proposals like time bound promotion scheme, Group Medical Insurance Scheme. It had also processed the proposal of complete revamping and re-organisation of computer and construction divisions and got created the following posts/following additional posts.

Computer Division

Addl.Central Provident Fund Commissioner (Computer&System Management)	1 Post
Director (Computer)	1 Post
Deputy Director	1 Post
Asstt.Directors	17 Posts.
Programmers	21 Posts.
Asstt.Programmers	63 Posts.

Construction Wing

Chief Engineer	1 Post
Executive Engineer	1 Post
Asstt.Engineer (Civil)	1 Post
Asstt.Engineer (Electrical)	1 Post
Junior Engineer (Civil)	20 Posts
Junior Engineer (Electrical)	1 Post.

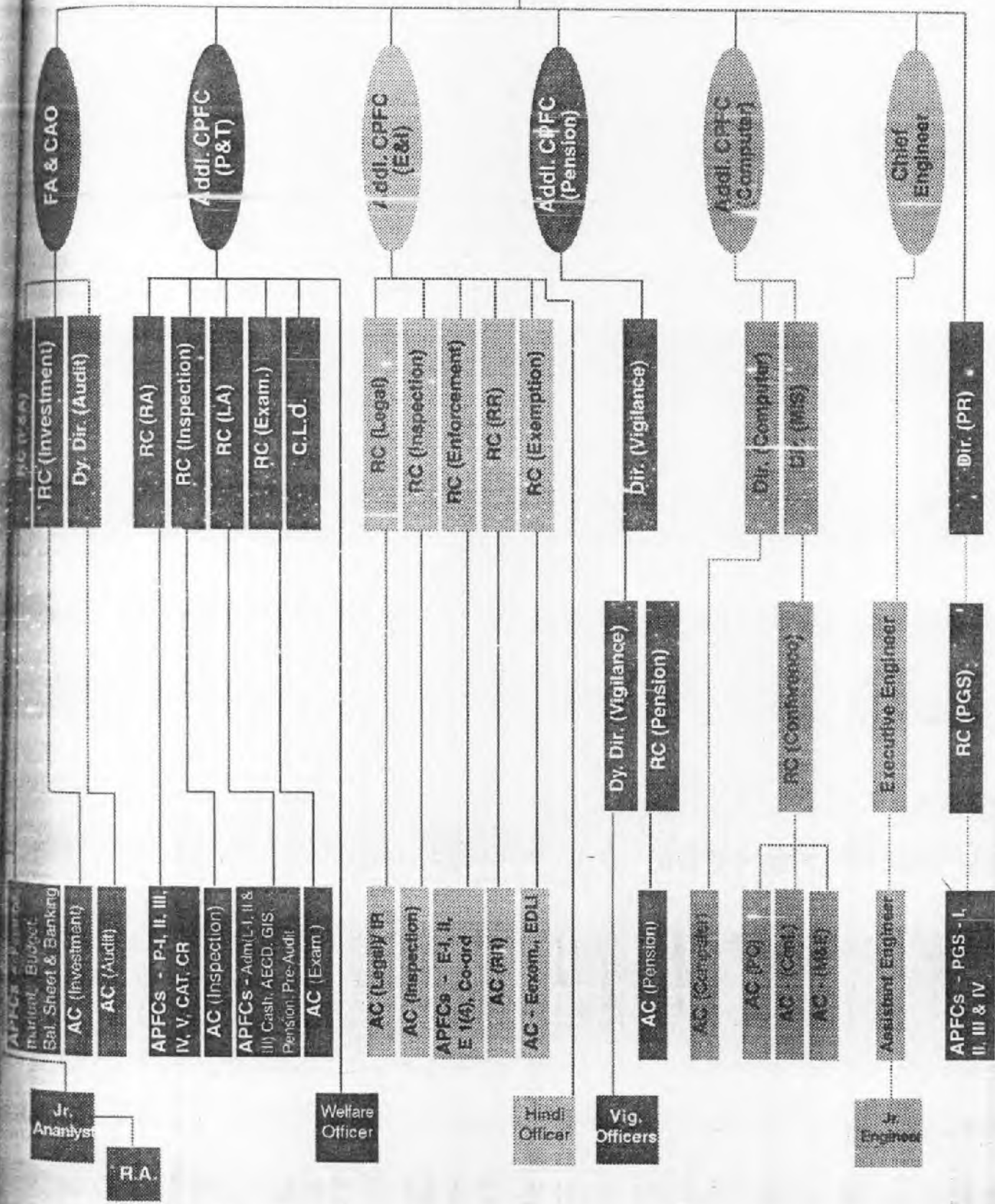
Regional Administration has also issued proper guidelines and circulars on various policy matters and instructions issues by the Government of India/ CBT/ Executive Committee of CBT, EPF Organisation from time to time.

Seniority list - For the first time in the history of Organisation, the draft seniority list as on 31st March, 1998 in the following cadres were prepared and despatched by the close of the day on 31.3.98.

1. Additional Central Provident Fund Commissioner
2. Regional Provident Fund Commissioner (Grade-I)
3. Regional Provident Fund Commissioner (Grade-II)
4. Assistant Provident Fund Commissioner
5. Hindi Translator (Grade.II)

Final seniority list in respect of EO/AAO as on 3.3.90 has been despatched and draft seniority list of EO/AAO as on 31.3.1998 has also been since issued.

CENTRAL PROVIDENT FUND COMMISSIONER



SUB-COMMITTEE OF FIFTH CENTRAL PAY COMMISSION**IMPLEMENTATION OF REVISED PAY SCALES AND ALLOWANCES AS PER RECOMMENDATIONS OF FIFTH CENTRAL PAY COMMISSION :**

Based on the directions of Government of India, Ministry of Labour, the Executive Committee, Central Board of Trustees, EPF in its 24th Meeting held on 22.10.97 considered the issue of granting pay scales and other benefits as recommended by the Fifth Central Pay Commission and accepted by the Central Government vide its Gazette notification dt.30.09.97. As approved by the Executive Committee the revised pay scales given in the Part – A of the First Schedule of the Notification have been implemented with effect from 1.1.96 and the employees have been paid arrears of pay as per the instructions of the Government of India.

The Executive Committee in the same meeting further decided to constitute a Sub-Committee of Members of CBT, EPF to examine and consider the representation/anamolies /grievances received from the Officers Association and Staff Unions/Federations on the implementation of the Fifth Central Pay Commission recommendations for the employees of EPFO. A Sub-Committee has accordingly been constituted.

CHAPTER IX

VIGILANCE

1 The officers of the Employees' Provident Fund Organisation in the process of enforcement as well as providing service as prescribed under the E.P.F & M.P Act, 1952 & Schemes framed thereunder, interact with members of Employees' Provident Fund as well as Employers. There is scope in the course of discharge of the duties of doing favour or exercising authority susceptible to corruption. In order to check the irregularities as well as activities with any malafide intention, Vigilance Wing was created in the Employees' Provident Fund Organisation by creating one post of Director (Vigilance) and 3 posts of Deputy Director (Vigilance) with the support of one Vigilance Officer & One Vigilance Assistant each for Headquarters Office and Zonal Deputy Director (Vigilance) by Central Board of Trustees in its 68th meeting held on 31.1.76.

=====

CENTRAL PROVIDENT FUND COMMISSIONER

=====

SERIAL NUMBER	POST	NUMBER OF VACANCIES
1.	DIRECTOR (VIGILANCE)	1
2.	DEPUTY DIRECTOR (VIGILANCE)	3
3.	VIGILANCE OFFICERS	3
4.	VIGILANCE ASSISTANT	3

=====

2 Subsequently in the Executive meeting held on 6.12.90, this set up was reorganised as follows:

Chief Vigilance Officer							
Director (Vigilance)							
S. No.	Designation	Head Office	North Zone	South Zone	East Zone	West Zone	Total
1	Deputy Director (Vigilance)	1	1	1	1	1	5
2	Vigilance Officer	2	1	2	1	1	7
3	Vigilance Assistant	2	1	2	1	1	7

3 Experience and trend of complaints from Various sources has revealed that there is incidence of corruption in this Organisation and the provisions of Employees' Provident Fund and Miscellaneous Provisions Act and Schemes thereunder are some times being flouted connively in a big way, giving jolt to the noble and service oriented objective of the Employees' Provident Fund and Miscellaneous Provisions Act, 1952. However, the existing strength of the Vigilance Wing was in no way matching with the growth requirement of the work of the Employees' Provident Fund Organisation. In view of the increase in quantum of work and responsibility, a need was felt to strengthen the Vigilance Machinery in order to put a check on the illegal activities and plug the corruption prone areas. As a result, the Executive Committee of the Central Board of Trustees (Employees' Provident Fund) in its 21st meeting held on 3.12.96 approved the proposal of creating few more posts to provide additional supporting staff. The Vigilance Wing was reorganised as follows:-

Chief Vigilance Officer							
Director (Vigilance)							
S. No.	Designation	Head Office	North Zone	South Zone	East Zone	West Zone	Total
1	Deputy Director (Vigilance)	1	1	1	1	1	5
2	Vigilance Officer	4	4	4	4	4	20
3	Vigilance Assistant	4	2	2	2	2	12

4 Though the above sanctioned strength of Vigilance Wing is yet to take a final shape as presently five (5) posts of Vigilance Officers are vacant, yet efforts have been made to keep pace with ever increasing volume of work by making special efforts and taking extra pains to meet the requirement and achieve expected results. During the year, 506 complaints were received which were taken up for investigation immediately. As a result, 261 complaints have been disposed off and effort is on to clear the remaining complaints giving due priority.

5 The attention of the respective disciplinary authorities has been constantly drawn to expedite finalisation of the disciplinary proceedings and to review the pending prolonging suspension and criminal cases for appropriate action wherever necessary. Special efforts have been made to finalise the old pending cases with the Regional Offices/Sub-Regional Offices so as to bring the pendency to the barest minimum. Through suitable instructions on the subject matter, guidance is being provided to the Regional Commissioners to monitor each and every case properly to avoid delay and for arriving at a logical conclusion.

6 Further, special attention was also given to the field of Preventive Vigilance Inspection during the year particularly in the field of accounts and enforcement matters in order to keep a check on the corruption prone areas. 21 Preventive Vigilance Inspections were conducted during the period and the shortcomings/irregularities detected therein were brought to the notice of the concerned Regional Commissioners for taking preventive measures and appropriate follow up action. Further during the year, 164 departmental proceedings have been finalised. Instructions to the concerned Disciplinary Authorities have also been issued to expedite the finalisation of the pending disciplinary cases.

7 In order to cut short these delays, the Disciplinary Authorities were advised to prepare panel of Inquiry Officers and avail of their services in disposing off disciplinary cases. During the year, few cases of fraud/embezzlement have been detected at various offices and appropriate action has been taken in each case after proper investigation. Cases of fraud/embezzlement are also being monitored properly by calling for reports from all the Regional Offices in a specially devised proforma for the purpose, each month. 13 new cases against the senior officers were sent to the Central Vigilance Commission for their first stage advice for initiation of departmental proceedings as required under the Rules. Out of these, advice of the Central Vigilance Commission in respect of 11 cases has been received and appropriate action initiated.

8 Performance targets achieved during the period (1.4.97 to 31.3.98) under report by the Vigilance Wing in the Employees' Provident Fund Organisation are given in Table:

I. COMPLAINTS		1996-97	1997-98
1.	No. of Complaints received	616	506
2.	No. of Complaints on which action taken	373	261
3.	No. of Complaints pending	243	245
II. DISCIPLINARY CASES			
1	Disciplinary cases :		
	(a) <u>Major Penalty Proceedings cases</u>		
	(i) Dismissal/Removal etc	11	23*
	(ii) Others	49	69
	(b) Minor Penalty Proceedings	63	72
	Total	123	164

2	Disciplinary cases pending :		
	(a) Major Penalty Proceedings	273	330
	(b) Minor Penalty Proceedings	36	84
	Total	309	414**
III. PREVENTIVE INSPECTIONS			
1	Preventive Inspections carried out	18	21
IV. SUSPENSION CASES			
1	Suspension cases disposed/revoked	25	35
2	Suspension cases pending	76	91
V. VIGILANCE CLEARANCE			
1	Vigilance Clearances Certificates issued	1,125	1,507

* Table - I

** Table - II

Table - I**DETAILS OF CASES OF DISMISSAL/REMOVAL/COMPULSORY RETIREMENT - 1997-98**

Sl. No.	Name and Designation	Regional Office	Penalty Imposed
1.	2.	3.	4.
1.	Sh. R.V.D.R.K.Prasad,EO/AAO	RO,AP	Dismissal from service
2.	Sh. K.K. Sudersnan,Peon	Kerala	*Discharged
3.	Sh. K. Nirmla Devi, UDC	-do-	Removal from service
4.	Smt.Sudha S. Nair, LDC	-do-	Dismissal from service
5.	Sh. K.Nanda Kumar, UDC	Karnatka	Removal from service
6.	Sh. Mahadevaiah, UDC	-do-	Removal from service
7.	Sh. Ashok Bhatia, UDC	M.P.	Dismissal from service
8.	Sh. B.P. Bora, AAO	N.E.R	Dismissal from service
9.	Sh. R.D.Ahira,Watchman	Maharashtra	Dismissal from service
10.	Sh. V.G. Ghag, UDC	-do-	Dismissal from service
11.	Sh. J.R. Kadam, UDC	-do-	Dismissal from service
12.	Sh. A.S. Mulla, UDC	-do-	Dismissal from service
13.	Sh. B. Mukhi,Messenger	Orissa	Removal from service
14.	Sh. Babu Ram, S.C.D	Punjab	Compulsory retirement
15.	Sh. Nand Lal, Cook	-do-	Removal from Service
16.	Sh. Akshay Kumar, UDC	-do-	Removal from Service
17.	Sh. H. Subramani, SS	Tamil Nadu	Compulsory retirement
18.	Sh. Sukh Dass, LDC	U.P	Dismissal from service
19.	Sh. J.C. Ravi, LDC	U.P	Dismissal from service
20.	Sh. M.Bhattacharya, UDC	West Bengal	Removal from service
21.	Sh. H.Bhattacharjee, UDC	-do-	Dismissal from service
22.	Sh. Mohitosh Banerjee,UDC	-do-	Dismissal from service
23.	Sh. A.P. Verma, UDC	H.Office	Removal from service

* Before initiation of Inquiry Proceedings the employee was discharged from the service of the E.P.F. Organisation being on probation.

Table - II

EMPLOYEES' PROVIDENT FUND ORGANISATION (HEAD OFFICE) Region-wise position of Disciplinary cases during 1997-98						
Sl. No.	Name of the Region	Opening Balance as on 1.4.1997	No. of cases initiated during the year	Total	No. of cases concluded during the year	Balance as on 31.03.98
[1]	[2]	[3]	[4]	[5]	[6]	[7]
1	Head Office	1	9	10	1	9
2	Andhra Pradesh	10	41	51	29	22
3	Bihar	6	7	13	3	10
4	Delhi	1	4	5	1	4
5	Gujarat	57	5	62	11	51
6	Haryana	13	-	13	4	9
7	Karnataka	26	28	54	20	34
8	Kerala	18	7	25	6	19
9	Madhya Pradesh	22	27	49	4	45
10	Maharashtra	34	41	75	23	52
11	N.E. Region	1	2	3	1	2
12	Orissa	5	8	13	6	7
13	Punjab	10	19	29	3	26
14	Rajasthan	27	9	36	7	29
15	Tamil Nadu	35	40	75	41	34
16	Uttar Pradesh	28	16	44	2	42
17	West Bengal	15	6	21	2	19
18	NATRSS	-	-	-	-	-
	TOTAL	309	269	578	164	414

CHAPTER X

EXAMINATION

Employees' Provident Fund Staff and Conditions of Service Regulations, 1962 provides promotion on the basis of Departmental Examination as one of the methods of appointment to the posts of

- Lower Division Clerk
- Upper Division Clerk
- Head Clerk/ Assistant
- Enforcement Officer/Assistant Accounts Officer/Superintendent.

The role of the Examination Section is mainly to conduct these Departmental Examinations.

STAFF IN POSITION

The Examination Wing which was created at Headquarter of Employees' Provident Fund Organisation mainly for conducting the Departmental Examination for promotion to various posts has the following staff compliment at present:-

Regional Provident Fund Commissioner	:	1
Assistant Provident Fund Commissioner	:	1
Superintendent	:	1
Assistant/Upper Division Clerk	:	2
Lower Division Clerk	:	2
Peon	:	1

As a result of amendment in 1991 to the Staff Regulation passing of Probationers Examination was made compulsory for satisfactory completion of probation for all direct recruits. The Examination Wing was entrusted the responsibility of holding the Probationary Examinations from 1991 for direct recruits to the posts of Assistant Provident Fund Commissioner and Enforcement Officer/Assistant Accounts Officer/Superintendent.

The Executive Committee in its 18th Meeting held on 27-7-1995 decided that the Examination to fill up the post of Lower Division Clerk under 65% Direct Recruitment Quota should be conducted centrally by Headquarters of the Organisation.

PRESENT FUNCTIONS

The Examination Wing, at present conducts the following Departmental/Probationary/Direct Recruitment Examinations :-

a) Departmental Examinations : (One Examination each year)		
		Percentage Quota
1	LDC	35%
2	UDC	50%
3	Head Clerk/Assistant	33.1/3%
4	Hindi Translator(Gr.-II)	50%
5	EO/AAO/Superintendent	25%
b) Probationary Examination:		
1	APFC	Three or more Examinations every year
2	EO/AAO/Superintendent	Three or more Examinations every year
c) Direct recruitment examination:		
1	LDC 65% DR 'Quota Examination	One or two examination every year
2	Hindi Translator Gr.II 50% DR Quota Examination.	

CALENDAR OF EXAMINATION

Every year the Examination Wing prepares a Calendar of all Departmental/Probationary/Direct Recruitment Examination to be conducted during the year for the benefit of the candidates.

PERFORMANCE DURING - 1997-98

Employees' Provident Fund Organisation has been experiencing difficulty in getting competent and qualified candidates to the post of Lower Division Clerks in view of various constraints in the process of selection. The Organisation has, therefore, for the first time conducted an all India Examination in 14 Regions for recruiting 1200 Lower Division Clerks by an open advertisement in the Employment News and National dailies. In view of the

nature of this activity, the Organisation sought the assistance of a reputed agency for certain specified items of work relating to the Examination. 1,99,835 candidates were called for the Examination. The Examination was conducted at 42 centres on 26.10.1997 in a professional manner without any untoward incident. The result of the Written Examination was also announced within a record time.

During the year 1997-98, the examination wing conducted the examinations as detailed below:-

Sl. No.	Name of Examination	Date	Number of candidates	
			Appeared	Passed
1	APFC (Prob.)(Part-II)	28-30 April, 97	1	1
2	EO/AAO/Supdt.(Prob.) (II chance)	05-09 May, 1997	46	11
3	EO/AAO/Supdt.(Prob.) (III chance)	07-11 July, 1997	34	14
4	Hindi Trans.(Gr.-II)(DR Quota)	27 August, 97	41	2
5	L.D.C.(35%) Departmental	02 & 03 Sept., 97	241	69
6	EO/AAO/Suptd (Probationers) 4th Chance	04-05 Sept., 97	21	10
7	LDC (65%)(DR Quota)	26 October 97	153,897	7,657
8	UDC	08-10 Dec., 97	926	200
9	Head Clerk/Assistant	08-10 Dec., 97	179	55
10	EO/AAO/Supdt. (Departmental)	05-09 Jan., 98	476	35
11	Hindi Translator (Grade.II) (DP)	02-04 Feb., 98	9	----
12	Hindi Translator (Grade-II) (DR)	02-04 Feb., 97	63	15
13	APFC (Prob)	09-13 Feb., 97	28	20

COMPUTERISATION

Considering the nature and volume of work involved, the Examination Wing is in the process of computerisation of maximum areas of work.

CHAPTER XI

ADMINISTRATIVE ACCOUNT

1 The expenditure in administering the Employees' Provident Fund is met from the levy of Administrative charges and inspection charges at the prescribed rate from the employers of unexempted and exempted establishments respectively. Para 39 and 38 of the Employees' Provident Funds Scheme, 1952 stipulates that the employer of the establishments complying with the Employees' Provident Funds Scheme, 1952 as an unexempted establishment should pay administrative charges. Section 17(3) of the Act stipulates the payment of Inspection charges by the exempted establishments every month.

2 Taking into account the resources of the Fund and the expenditure to met for running the Scheme, the Central Board of Trustees, EPF recommend a rate that may be levied as Administrative/Inspection charges from the employer. On the recommendation of the Central Board the rate Administrative charges and Inspection charges are fixed by the Central Government and notified in the Gazette.

3 The rate of Administrative charges and Inspection charges fixed by the Central Government from time to time is as under:-

Administrative charges payable by the employers of Un-exempted Establishments		
PERIOD	RATE	RECKONED ON
1.11.1952 to 31.12.1962	3%	Total employer's and employees' contributions.
1.1.1963 to 30.9.1964	3%	Total employer's and employees' contributions payable @ 6.25%
	2.4%	Total employer's and employees' contributions payable @ 8%
1.10.1964 to 30.11.1978	0.37%	On total pay on which contributions are payable
1.12.78 to 30.9.1986	0.37%	On total pay on which contributions are payable. Minimum Administrative charges payable per month per establishment is Rs.5/-
1.10.1986 onwards	0.65%	On total pay on which contributions are payable. Minimum Administrative charges payable per month per establishment is Rs.5/-

Inspection charges payable by the employers of Exempted Establishments		
PERIOD	RATE	RECKONED ON
1.11.1952 to 31.12.1962	0.75%	On total employees' and employer's contributions payable @ 6.25%
1.1.1963 to 30.9.1964	0.75%	On total employees' and employer's contributions payable @ 6.25%
	0.06%	On total employees' and employer's contributions payable @ 8%
1.10.1964 onwards	0.09%	On total pay on which contributions are payable

4 The receipts and payment of Administration Account for the year 1997-98 relating to three Schemes framed under the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

RECEIPTS AND PAYMENTS OF ADMINISTRATION ACCOUNT OF E.P.F. & F.P.F. SCHEMES -[Rs. in lakhs]			
		E.P.F. & F.P.F.	
		1996-97	1997-98
RECEIPTS			
(a)	Admn. & Inspection Charges	17,084.02	19,722.76
(b)	Interest on investment	1,360.97	1,796.68
(c)	Govt. contribution towards administration expenses	3,902.38	3,209.50
(d)	Receipts from other accounts	-442.19	304.16
(e)	Miscellaneous receipts	291.16	366.39
	TOTAL RECEIPTS	22,196.34	25,399.49
PAYMENTS			
(a)	Revenue expenditure	12,912.73	17,760.20
(b)	Capital expenditure	2,000.00	2,000.00
(c)	Building maintenance	180.65	177.75
(d)	Payments to other A/c	2,683.26	3,666.70
	TOTAL PAYMENTS	17,776.64	23,604.65
Excess receipts over payments			
		829.68	1,794.84

CHAPTER XII

PRODUCTIVITY LINKED BONUS

There are 16 Regions and Head Office in EPFO. Besides, there are SROs and Sub-Accounts Offices under the 16 Regions. Productivity Linked Bonus is assessed and paid as per Productivity Linked Bonus Scheme approved by the Government of India in the year 1987. The Scheme provides for assessment of PLB on the basis of the productivity of each Region. As regards the Head Office, the same is assessed on the basis of total productivity of all the Regions. The existing Scheme provides for an upper ceiling of 40 days. If the efficient Productivity Index is 100, the Bonus is paid for 25 days.

The Productivity Linked Bonus Scheme applicable to the employees of the Employees' Provident Fund Organisation is under revision. Revised proposal is pending for approval with the Government.

The employees of the Organisation have been paid Productivity Linked Bonus for the year 1996-97 amounting to Rs. 4,10,32,470/- as per details given below :

PRODUCTIVITY LINKED BONUS TO STAFF					
Name of the Region	No. of days paid	Amount paid	Name of the Region	No. of days paid	Amount paid
Andhra Pradesh	40	3,639,245	Bihar	40	543,422
Delhi	33	1,926,361	Gujarat	40	2,037,590
Haryana	40	1,024,267	Karnataka	40	3,386,759
Kerala	40	2,278,260	Madhya Pradesh	40	2,043,144
Maharashtra	40	6,756,547	North East Region	40	273,835
Orissa	40	1,216,641	Punjab	40	2,020,351
Rajasthan	40	1,357,945	Tamil Nadu	40	5,881,123
Uttar Pradesh	40	2,964,608	West Bengal	30	2,702,304
Central Office (National Bonus)	40	903,938	NATRSS (Delhi) all ZTIs	40/30	76,130
Total		22,067,812			18,964,658
Grand Total					41,032,470

As per Government orders, the bonus under the existing PLB Scheme was paid to all the employees in Group 'C' , 'D' and Non-Gazetted Group 'B' without any eligibility wage ceiling for the accounting year 1996-97.

CHAPTER XIII

SPORTS

— On the approval of the Central Board of Trustees in its 100th meeting held on 28.7.84, a E.P.F. Central Sports Control Board was set up with the objective to encourage the sports and cultural activities of the Organisation. C.B.T. also approved the setting up of a Regional Sports Control Board in each region of the Organisation under the control of Sport Control Board. The Central Board constitutes with the following composition:

- | | | | |
|-------|---------------------|---|--|
| (i) | President | - | Central Provident Fund Commissioner |
| (ii) | Secretary | - | Regional Commissioner (Administration) |
| (iii) | Assistant Secretary | - | One-appointed from amongst its members |
| (iv) | Treasurer | - | Accounts Officer/APFC (Cash) |
| (v) | Members | - | Six |
- FA & CAO
Director/Addl. CPFC (P&T)
One member to be nominated from each Zone by the Central Provident Fund Commissioner from amongst panel of names to be recommended by the President of the Regional Sports Board.

The sports Calender for the year 1997-98 was approved in the meeting of the Central Sports Control Board held on 29.8.97. The following sports activities were taken place during the year :

- (a) Zonal Football Tournaments were held at Ludhiana, Bangalore, Rajkot and Ranchi. Karnataka emerged as winner of the All India Football Tournament held at Bangalore and Madhya Pradesh was the runner-up.
- (b) Zonal Cricket Tournaments were held at Faridabad, Guwahati and Hyderabad. West Zone and Final Cricket Tournaments were rescheduled to be held in April/ May' 98.
- (c) Zonal Indoor Tournaments scheduled to be held in U.P., Rajasthan, West Bengal and Kerala were re-scheduled for April/May, 98. Final Indoor Meet is to be held in West Bengal and All India Athletics meet is to be held in Tamil Nadu in May' 98.

(d) **Other notable features:-**

- (i) Ms. Shanthi Olivera, Lower Division Clerk, Regional Office, Bangalore represented Karnataka and won gold medal in 4 X 400 meters relay event in 4th National Games at Bangalore in May- June, 1997.
- (ii) Shri Anantha Padmanabha, Sub-Regional Office, Gulbarga secured 5th place in Decathlon event in 4th National Games, 1997 at Bangalore.
- (iii) Shri Nischal Gaur, Lower Division Clerk, Head Office, New Delhi secured 3rd place in North Zone Ranji Trophy Tournament, 1997 in Cricket.

For the year 1997-98, Rs.30 Lakhs have been provided in the budget estimate for the sports activities. Out of which, Rs.27,60,000/- have been distributed to the Regional Offices to conduct the various sports activities and for participation in Zonal and Final events.

CHAPTER XIV

STAFF WELFARE

With the approval of the Central Board of Trustees in its 121st Meeting held on 29.12.89, a E.P.F. Staff Welfare Fund was set up with the objective to provide Security-cum-Welfare cover to all the staff members of the E.P.F.O. Financial assistance in the case of Prolonged Illness, Natural Calamities, Death, Handicapped persons and Scholarship and Book Award to the wards of the employees and Grant in Aid to Recreation Club and Subsidy to Staff Canteens are being met from this fund. Regional Welfare Committees have also been constituted under the control of Central Welfare Committee. Central Welfare Committee constitutes following composition:

- | | | | |
|-------|---------------------|-----|---|
| (i) | President | - | Central Provident Fund Commissioner |
| (ii) | Vice-President | - | Additional CPFC [P&T] |
| (iii) | Secretary | - | Regional Commissioner (Personnel) |
| (iii) | Assistant Secretary | - | Jr. Analyst / Welfare Officer |
| (iv) | Treasurer | - | APFC (Budget) |
| (v) | Members | - | Nine |
| | | (1) | FA & CAO |
| | | (2) | Director (Vig.) |
| | | (3) | Regional Commissioner (Inspection) |
| | | (3) | 2 members to be nominated by the
Central Provident Fund
Commissioner from amongst the
Officers of the Regional Office. |
| | | (4) | 4 members to be nominated by
the CPFC from staff side from the
four Zones in which the
Organisation is divided. |

An amount of Rs. 65,00,000/- had been provided in Central Budget of the Organisation under " Staff Welfare Fund" for the year 1997-98 for various Welfare activities in the E.P.F. Organisation. Out of this, Rs. 31,46,000/- was allotted to the Regional Staff Welfare Committees.

During the year, two meetings of Central Welfare Committee were held .The details of welfare activities undertaken during the year are as follows:-

- (i) Staff Recreation Club: During the year, Rs.2,24,000 was allocated to Staff Recreation Clubs in the shape of recurring grants-in-aid and the matching grant which was based on the number of staff/amount collected from the staff members. In addition to that, ad-hoc / initial grant-in-aid for purchase of

equipments/furniture, library books, for excursion trips and for setting up of Recreation Clubs in newly opened offices were also provided.

- (ii) Canteen: Departmental and Co-operative canteens functioning in various Regional and Sub-Regional Offices were allotted a sum of Rs.13,66,000 to provide subsidy and better canteen facilities to the staff.
- (iii) Scholarship Scheme: With a view to supplement the resources of parents/guardians, in respect of wards studying in the degree courses or above in the field of Medicine or Engineering or in any Professional course recognised by either Central/State Government, a sum of Rs.3,45,000 was provided under this sub-head which also included book award to the Xth and XIIth class students on obtaining 80% or above marks in the Board Examinations.
- (iv) (a) Holiday homes/Guest Houses: Rs.7,85,000 was allocated to meet the entire expenditure for maintaining the facilities provided at four Holiday Homes at Shimla (Himachal Pradesh), Puri(Orissa), Kanyakumari(Tamil Nadu) and Goa and Guest houses in various Offices. The proposals to open holiday homes at Tirupati (Andhra Pradesh) and Katra (Jammu & Kashmir) were under active consideration.
- (b) During the year, a proposal to revise the rates for stay in the Guest Houses/ Holiday Homes of the Organisation was approved in the meeting of Central Welfare Committee held on 26.9.97.
- (v) Other activities: Rs.4,26,000 was allocated to be utilised for the various activities i.e. death relief, prolonged illness, natural calamities, for the handicapped persons, crèches, cultural meets, holiday camp and any other item of common interest to the employees. Medical facility to the staff and their families was provided in Sub-Regional Office, Agartala as a special case.
- (vi) Women cells were set up in various Regional Offices to promote the all round development of women employees of the Organisation on the recommendations of the National Perspective Plan for Women (1988-2000) The main activities taken up by the cells were to look into complaints of women employees of sexual harassment and discrimination at work place and to provide essential amenities for the women employees. Ladies common rooms had been provided in various offices of the Organisation.

CHAPTER XV**SCHEDULE CASTE/SCHEDULE TRIBE CELL**

In order to protect the interest and welfare of the employees' belonging to SC/ST, there is a SC/ST Cell in the Head Office of the Employees' Provident Fund Organisation headed by the Regional Provident Fund Commissioner (Grade-I) as Chief Liaison Officer. There are 16 Regional Offices under the umbrella of the Head Office of the Organisation situated at New Delhi. Each of the sixteen Regional offices is having SC/ST Cell which is being headed by one Liaison Officer for looking after the grievances of SC/ST employees and sending regular information to the Chief Liaison Officer.

The main function of SC/ST Cell at Head Office is to monitor the various grievances received from individual employees, SC/ST Associations on reservation/promotion and other matter concerned SC/ST employees.

All the Regional Commissioners are submitting prescribed returns/Annual Statements under Chapter 14 of the Brochure on reservation duly filled up and verified by the Liaison Officer of the concerned region. The main returns are relating to staff in position, backlog regionwise and efforts made to clear the backlog. These returns are consolidated by the SC/ST Cell in the Head Office. The Head Office after consolidating submits returns relating to maintenance of roster register of all the Group posts to the Government of India. Apart from the Government returns, the proposal relating to the dereservation are also examined by the Chief Liaison Officer from time to time.

Chief Liaison Officer is mainly functioning to liaise between the Head office and Regional Office, National Commission as well as Ministry of Labour to secure the compliance of the reservation provided for SC/ST.

Chief Liaison Officer also verifies the roster registers maintained by the Regional Offices by undertaking the visit to the Regions where the inspection of roster registers become due. On inspection of roster registers, Chief Liaison Officer submits his inspection report duly highlighting the anomalies observed by the respective Liaison Officer in the maintenance of roster register of the respective regions. During the year 1997-98, CLO verified the roster register in respect of Kerala, Tamil Nadu, Uttar Pradesh and Orissa. In addition to the above, Shri P.M.Sirajuddin, Director, Ministry of Labour has also verified the Roster Register of all cadres in respect of Kerala Region. The deficiencies found in maintenance of the roster were also pointed out to Regional Provident Fund Commissioner,

Kerala for rectification. A report in the matter has been sent to Government, Ministry of Labour.

Keeping in view the maintenance of roster register, the computerisation of 40/100/120/200 points roster is being made. For this purpose, a software package has been developed by the programmer stationed at Hyderabad and the same is under scrutiny in Administration Branch.

The Liaison Officers nominated in all the Regions are also conducting the annual inspection of roster registers of their respective region and send his inspection report to the Chief Liaison Officer. On receipt of such type of report from the respective Liaison Officer, the concerned Regional Commissioners have been asked to clear the backlog, if any and set right all the anomalies in the maintenance of roster as pointed out by the Liaison Officer. A circular to all the Regional Provident Fund Commissioners under the signature of Chief Liaison Officer has been issued asking the backlog and to clear the same.

The aggrieved employees are representing their cases from time to time relating to alleged violation of reservation policy to the Chief Liaison Officer for redressal of their grievances. Chief Liaison Officer gets this type of cases examined with reference to the instructions contained in the Brochure on reservations and suggests the proper action to be taken to the concerned Regional Commissioners in order to rectify the grievances of the individuals. During the year 1997-98, a meeting of SC/ST Staff Federation was also held with Additional Central Provident Fund Commissioner (P&T) to redress the grievances. During the year, 69 fresh grievances were received and attended to.

CHAPTER XVI

TRAINING

facilities are at
at Chennai.

ntained

The training sector has been given a new impetus and focus during the last five years and the emphasis has been to evolve a new administrative set up with emphasising competence, commitment and performance. The Estimates Committee also in its 76th Report presented to Lok Sabha on 25.4.1989 had observed that " Training is a strong motivating force and the most important aspects of motivation is the perspective that the Organisation provides an opportunity for individual development" The Committee emphasised the importance of the systematic training and suggested that the Organisation should undertake the systematic and purposeful training to all officers in the department as this will go a long way in toning up the employees and improving their application to work to the benefit of both employees and Organisation.

2. Employees' Provident Fund Organisation having recognised the need for training its personnel so as to provide trouble free service to the members, set up an Apex Institution namely, the National Academy for Training & Research in Social Security [NATRSS] at New Delhi in October, 1990. Till March, 1992, it was operating from the Head Office of the Employees' Provident Fund Organisation. The National Academy was, however, shifted to hired premises in April, 1992. The National Academy is now functioning from its own building being constructed at 30-31, Institutional Area, Janak Puri, New Delhi at an estimated cost of Rs. 6.24 crores.

3. National Academy for Training & Research in Social Security has a two tier structure. The Apex Institute is situated at New Delhi which caters to the needs of Human Resource Development of Group 'A' officers as well as undertaking research and development activities. The second tier consist of Zonal Training Institutes which carry out similar functions at the Zonal level for field formations of the Organisation. There are at present four Zonal Training Institutes under the administrative control of the National Academy viz.:

- Zonal Training Institute, North Zone at Faridabad covering Regions viz. Haryana, Punjab, Himachal Pradesh and Union Territory Chandigarh, Uttar Pradesh and Delhi.
- Zonal Training Institute, South Zone at Chennai covering Regions viz. Tamil Nadu and Pondicherry, Kerala, Karnataka and Andhra Pradesh.
- Zonal Training Institute, East Zone, Calcutta covering Regions viz. North Eastern, Bihar, West Bengal and Andaman Nicobar Islands and Orissa.

Kerala for rectification above, it has been decided to set up a Sub-Zonal Training Institute, Labour. Zone at Shillong to mitigate the difficulties of staff working in North Eastern States.

Keer Zonal Training Institute, West Zone at Ahmedabad covering Regions viz., Maharashtra and Goa, Gujarat, Madhya Pradesh and Rajasthan.
40/100/12' develop

Ad National Academy oversees the functioning of the Zonal Training Institutes and it is responsible for training in-put and support to the management cadre in the Organisation. National Academy also invites participants from other sister Organisations viz.:

- Coal Mines Provident Fund
- Employees' State Insurance Corporation
- Seamen's Provident Fund
- Assam Tea Plantations Provident Fund
- Jammu & Kashmir Provident Fund

5. National Academy also conducts International Training Programmes for officers from other developing countries. It has already conducted four International Programmes for Officers from Afghanistan, Nigeria, Tanzania and Nepal. National Academy is also contemplating to hold seminars for participants from other developing countries in the Asia-Pacific Region in consultation with International Social Security Association.

6. The Training Wing at the National Academy as well as at Zonal Training Institutes co-ordinates the designing and mounting of training courses on a uniform basis for personnel in the Organisation in different cadres i.e.

- at the management;
- the supervisory; and
- the operative levels.

It is intended that all personnel, at appropriate points of time, would be given necessary training exposure through induction courses, in-service courses and specialised courses/workshops in order to upgrade their professionalism and skills in discharging their functions in the field. Since the Organisation has undertaken modernisation of its operations by induction of computer support, training wings at the National Academy as well as the Zonal Training Institutes would have the necessary hands-on training facility for personnel at

different levels in the use and management of computer facilities. Such facilities are at present available at National Academy and Zonal Training Institute, South Zone at Chennai.

7. The building of the National Academy at Janak Puri, New Delhi is a self-contained training institute with excellent hostel facilities. The infrastructural facilities are being developed comparable to the best training institutes in the country. Three training programmes can be run simultaneously therein after it is fully furnished and equipped. Zonal Training Institute, South Zone at Chennai has started functioning from its own campus. It has capacity of running two training programmes simultaneously. The construction of the building of Zonal Training Institute of East Zone at Calcutta is at final stage. The construction work of Zonal Training Institutes, West Zone and North Zone is at various stages of preparation of drawings and estimates by the Construction Agencies.

8. The courses mounted by the National Academy at New Delhi from Group 'A' Officers fell broadly under the following categories:-

(i) Foundational Programmes :

For directly recruited/departmental promotee Assistant Provident Fund Commissioners

(ii) Refresher In-Service Programmes:

For Assistant Provident Fund Commissioners and Regional Provident Fund Commissioners.

(iii) Specialised Programmes:

On Social Security Administration, General Administration, Financial Administration, Computer and Behavioural Sciences etc.

9. The courses mounted at the Zonal Training Institutes broadly fall under the following categories :

(i) Induction Courses :

For newly appointed Lower Division Clerks.

(ii) Orientation/Refresher Courses:

For Upper Division Clerks, Section Supervisors, Enforcement Officers/ Assistant Accounts Officers.

10. The National Academy and its Zonal Training Institutes conducted the training programmes to the extent indicated below during the last three years :

Year	Sanctioned strength	Number of courses	Number of officials/officers trained
1995-96	19,672	80	1,673
1996-97	20,260	93	1,883
1997-98	20,325	165	3,171

The performance in terms of number of training programmes held and officers/staff training during 1997-98 had almost doubled compared to the year 1996-97.

11. The details of the courses conducted at the National Academy and Zonal Training Institutes during 1997-98 are indicated below :

	Name of training programme	Number of programmes	Number of officers trained
A	Foundational Programmes for Assistant Provident Fund Commissioners		
	Induction Course for Assistant Provident Fund Commissioners - Phase-I	2	28
	Induction Course for Assistant Provident Fund Commissioners - Phase-I	1	28
B	<u>Middle Management Level Training</u>		
	a) <u>Social Security Administration:</u>		
	1. Recovery Procedure under the Act	2	30
	2. Quasi-Judicial Proceedings & Orders	1	13
	3. Social Security Administration	1	15
	b) <u>General & Financial Administration</u>		
	4. Administrative Vigilance	2	24
	5. Financial Management	1	15
	6. Reservation in Service	2	30
	c) <u>Computers</u>		
	7. Computers (Level-I) (Awareness & Orientation)	1	8
	8. Computers (Level-II)	2	20

C	<u>Senior Management Level Training</u>		
	a) <u>Human Resource Management and Policy Planning</u>		
	9. Behavioural Dimensions of Human Resource Management	1	11
	10. Policy Planning, Implementation, Control and Analysis	1	11
	11. Industrial Relations and Crisis Management	1	10
	b) <u>Behavioural Science</u>		
	12. Personal Growth Laboratory in Pursuit of Excellence.	1	14
	13. Attitudinal Transformation for Better Management	1	16
	c) <u>Special Programme</u>		
	14. Employees' Pension Scheme, 1995 - A special course for Controllers	1	12
	d) <u>Organisational Process and Development :</u>		
	15. System Development - Re-engineering of the organisational structure and functioning	1	14
	16. Work Study and Development of Work Norms- towards Organisational re-structuring	1	16
		23	315
	<u>AT ZONAL TRAINING INSTITUTES</u>		
	East Zone	36	574
	West Zone	35	767
	North Zone	35	582
	South Zone	36	933
		142	2,856

12. The National Academy had the privilege of providing cross country experience sharing to officers from Karamchari Sanchaya Kosh, Nepal who participated in the training programme on 'Social Security Administration. Central Provident Fund Commissioner &

Dean of the National Academy provided orientation to the directly recruited Assistant Provident Fund Commissioners. The valediction address to the directly recruited Assistant Provident Fund Commissioners was given by the Vice Chairman, Central Board of Trustees, Secretary, Ministry of Labour, Government of India. The emphasis during this year has been on 'Service to Members - Grievances Handling, Image Building', Organisational Development/Behavioural Interventions' and 'Employees' Pension Scheme, 1995'. As many as 71 Workshops/Specialised Training Programmes were held during 1997-98 on "Grievances Handling" and Employees' Pension Scheme, 1995". The National Academy had the privilege of having the experts services of eminent faculties in various programmes like Shri Harmandar Singh, IAS (Retd.), Ex-Regional Director, International Social Security Association, Shri R.K.A. Subramanya, IA&AS, former Additional Secretary, Ministry of Labour, Lieutenant General S.S. Apte, Shri Surendra Nath, IAS, former Chief Labour Commissioner, Shri Samar Chakraborty, Member, Central Board of Trustees, Employees' Provident Fund, Shri S.L.Passi, Chairman, National Commission on Labour Standards, besides senior officers of the Employees' Provident Fund Organisation. The feedback given by the participants indicated that the training programmes were excellent both in contents and quality.

13. Apart from the foregoing, the National Academy could bring out the following research works in addition to managing and co-ordinating various training programmes during the year:

- (i) Compendium of important judgements on Employees' Provident Fund (1990-1996)
- (ii) Papers on :
 - (a) Settlement of Claims within 30 days.
 - (b) Removal of infancy period.
 - (c) Enhancement of rate of contribution.
 - (d) Grievance Handling.
 - (e) Quasi-Judicial Proceedings
- (iii) Case studies on applicability of the Act, Default Management, Costing for Decision Making etc.

14. The training activities will get a boost when the National Academy's own building becomes fully functional after proper furnishing/interior work and other facilities are accomplished. The organisational set up is also in the process of being strengthened by setting up of an independent Research Wing and other faculty and administrative support.

D:\ar98\hrd.sam

CHAPTER XVII

COMPUTERISATION

The process of using Computers in EPFO was initiated in the year 1989 with the introduction of one PC-XT Computer System at Regional Office, Maharashtra.

The gradual increase in the Electronic Data Processing Centres at 85 Offices of EPFO is given below:-

YEAR	NUMBER OF EDP CENTRES AT THE END OF THE YEAR
1989-90	2
1990-91	7
1991-92	20
1992-93	28
1993-94	32
1994-95	47
1995-96	55
1996-97	85
1997-98	85

The number of Computer Systems and Peripherals with different stages of technology of the hardware in the Organization is given below :-

SYSTEMS	AS ON 31.03.1996	AS ON 31.03.1997	AS ON 31.03.1998
286	02	02	02
386	28	31	31
486	35	42	42
XT	02	02	02
PENTIUM	NIL	19	21
PENTIUM PRO	NIL	03	21
PENTIUM-II	NIL	NIL	05
NOTE BOOK	01	01	01
Total	68	89	125
	AS ON 31.03.1996	AS ON 31.03.1997	AS ON 31.03.1998
TERMINALS	356	504	673

PRINTERS	AS ON 31.03.1996	AS ON 31 03.1997	AS ON 31.03.1998
DMP	58	82	112
LP	15	15	15
LMP	19	30	30
LASER	01	01	14
INKJET	02	02	03
Total	95	130	174

PRESENT COMPUTERISATION

At present the following areas have been computerised :

- (i) Annual Statement of accounts to subscribers- CAPS/CAMPS-95
- (ii) Accounting of remitted members' contribution during the financial year-CAPS/CAMPS 95
- (iii) Receipt of amount from the establishments during the financial year-CRAS
- (iv) Accounting of payment of members' amount-CPAS
- (v) Employees' Pension Scheme-
 - (a) The pension activities like creation of master data bases of members
 - (b) Preparation of Pension Payment Order
 - (c) MIS Return etc.
- (vi) Members' Grievances handling system.
- (vii) Pay packages software has been developed and it is under use in most of the field offices.

The above software is developed mostly by **National Informatic Centre** and internal resources of E.P.F. Organisation. Some changes have been made from time to time as per the suggestions received from various field offices.

There is a requirement of integration of these softwares for effective utilisation of the software and to avoid possible redundancy and duplicacy in the various data bases.

Many offices of the organisation have undertaken local software development work. The initiative displayed by such offices is appreciable and efforts are being taken to standardise these software for uniform application at all the centres.

NETWORKING OF E.P.F.O. OFFICES.

Steps to introduce Electronic Mail Facility through NICNET Connectivity obtained through **National Informatic Centre** have been taken. 69 Modems have been purchased and supplied to the various Regional and Sub Regional Offices. It is now possible for the field offices and the Head Office to communicate between themselves using this networking. The available E-mail addresses of the Offices of the organization is presented below:-

NO.	OFFICE	E-MAIL ADDRESS
1.	HYDERABAD	epfohyd@ap.nic.in
2.	CUDDAPPAH	epfocdp@ap.nic.in
3.	GUNTUR	epfognt@ap.nic.in
4.	VISHAKHAPATNAM	epfovsp@ap.nic.in
5.	WARNGAL	epfowgl.ap.nic.in
6.	NIZAMABAD	epfonzb@ap.nic.in
7.	RANCHI	root@srpfran.bih.nic.in
8.	MAYUR BHAWAN	root@rpfdel.hub.nic.in
9.	NEHUR PLACE	root@srpfdel1.hub.nic.in
10.	INDERLOK	root@srpfdel2.hub.nic.in
11.	AHEMDABAD	guj!rpfabd!root
12.	SURAT	guj!rpfsur!root
13.	BARODA	guj!rpfbad!root
14.	RAJKOT	guj!rpfjrt!root
15.	FARIDABAD	rpffar@nicfdb.hry.nic.in
16.	KARNAL	srpf krl@nickri.hry.nic.in
17.	BANGALORE	root@rpfban kar.nic.in
18.	MANGALORE	root@srpfman.kar.nic.in
19.	HUBLI	root@srpfhub.kar.nic.in
20.	GOA	srpfgoa@goa.goa.nic.in
21.	NAGPUR	srpfmag@mah.nic.in
22.	NASIK	srpfnas@mah.nic.in
23.	PUNE	srpfpun@mah-nic.in
24.	INDORE	root @rpfcind.mp.nic.in
25.	JABALPUR	root@rpfcjbp.mp.nic.in
26.	RAJPUR	root@rpfcpr.mp.nic.in
27.	BHUBANESHWAR	rpfbhu@rpfbhu.ori.nic.in
28.	CHANDIGARH	root@rpfched.chd.nic.in
29.	AMRITSAR	root@rpfasr.chd.nic.in
30.	BHATINDA	root@rpfbsd.chd.nic.in
31.	LUDHIANA	root@srpfldh.ldh.chd.nic.in
32.	SHIMLA	root@srpfshi.chd.nic.in
33.	CHENNAI	epf@tn.nic.in
34.	COIMBATORE	epf@kovai.tn.nic.in
35.	MADURAI	epf@madurai.tn.nic.in
36.	TIRUCHIRAPPALLI	epf@trichy.tn.in.nic
37.	TIRUNELVELI	epf@nellai.tn.nic.in
38.	SALEM	epf@salem.tn.nic.in
39.	VARANASI	srpfvar@up.nic.in
40.	CALCUTTA	epfcal@.wb.nic.in

41.	JALPAIGURI	root@srpfjal.wb.nic.in
42.	SILIGURI	root@srpfsil.wb.nic.in
43.	HOWRAH	root@srpfhow.wb.nic.in
44.	TITAGARH	root@epfttg.wb.nic.in
45.	HEAD OFFICE	cpfc@alpha.nic.in

INTERNET

Head Office of the Organization is connected to the *Internet* obtained through National Informatic Centre. The Internet facility is available in the Computer System of Central Provident Fund Commissioner.

COMPUTERS FOR EMPLOYEES PENSION SCHEME-1995

Computerized Employees' Pension Scheme Software has been introduced for Employees' Pension Scheme, 1995. It has also been decided to keep *on line* the family, nomination and membership details of all the 215 lakhs members of the Provident Fund & the Pension funds. For this purpose a major one-time data entry effort is being made. Agencies have been selected for all the Regional Offices to undertake the job work of Form-2 (Family & Nominations) and Form-9 (Membership) data feeding.

TOTAL AND COMPREHENSIVE COMPUTERISATION

Realizing the evolving needs of the organization and the desirability of the introduction of computerization in all the functional areas of the Organization the Executive Committee of the Central Board of Trustees in its meeting held on 21.10.97 proposed to undertake a "**Total and Comprehensive Computerization**" project. This has been envisaged as a turnkey project to be implemented by a reputed Information Technology Agency. In the first phase it has been decided to implement the project in the five largest regions viz. - Delhi, Maharashtra, Andhra Pradesh, Tamil Nadu and West Bengal.

INTRODUCTION OF HINDI SOFTWARE

It has become desirable to enable the Computer Systems of the Organization to work bilingually in English and Hindi. Towards this end, Hindi LEAP word processing software has been procured and supplied for use at Head Office. For the field offices, steps are being taken to identify and supply suitable Hindi software able to work under Unix/UnixWare environment.

COMPUTER RELATED MANPOWER

The 23rd Executive Committee in its meeting held on 14.07.97 approved the following structure for Computer Wing of the Organization:-

SL. NO.	NAME OF POST	NO. OF SANCTIONED	NO. FILLED UP	VACANT
1.	Addl.C.P.F.C. (C&SM)	1	0	1
2.	Director(Computer)	1	1	0
3.	Dy.Dir(Computer)	1	0	1
4.	Asstt.Dir.(Computer)	17	0	17
5.	Programmer	21	2	19
6.	Asstt.Programmers	63	13	50
7.	Supervisors	70	60 *	10
8.	DEOs	411	354*	57

[N.B.-* These posts are filled with existing Employees' Provident Fund Organisation Staff on ad-hoc arrangement]

Steps are being taken to fill up all the vacancies.

BUDGET PROVISIONS

The budget provisions made and expenditure incurred on various aspects of computerization (including procurement of hardware, site preparation, Annual Maintenance Contract and payments to outside agencies for data entry work) is presented below: -

YEAR	BUDGET (RS IN LAKH)	EXPENDITURE(RS IN LAKH)
1995-96	2,00,00,000	98,79,581
1996-97	2,50,00,000	2,20,00,000
1997-98	2,00,00,000	82,34,710

IN PASSING

Over the years the Organization has built up a sizable Hardware base. The inherent lack of trained technical manpower has been addressed, and with the new manpower structure approved by the Executive Committee, the situation is quite satisfactory now. The Organization has ambitious plans of introducing automation in all the functional areas, and also to create an efficient and effective networking of the Offices so as to ensure a prompt and responsive Service Delivery System for the Members. It is the endeavour of the Computerization Process to pass on the benefits of automation to the Members of the Funds.

D:\ar97-98\compu_new.doc

CHAPTER XVIII

CONSTRUCTION

The revised budget provision for the original works for the year 1997-98 was Rs.38.27 crores, out of which Rs.18.85 crores was utilized during the year. Full utilization of budgeted amount could not be done due to slow progress made by the construction agencies on various projects and also due to acute shortage of technical staff in Construction Wing.

The construction works are being got executed through CPWD, Public Sector Undertakings of Government of India like M/s. National Building Construction Corporation Limited, M/s. Hindustan Prefab Limited, M/s. RITES and State Government Undertakings like Bhubneshwar Development Authority etc. on deposit basis.

The organisational structure of Construction Wing is as below:

1	Chief Engineer	1	At Head Office, Delhi
2	Executive Engineer(Civil)	1	-do-
3	Assistant Engineer(Civil)	1	-do-
4	Assistant Engineer(Electrical)	1	-do-
5	Accounts Officer	1	-do-
6	Junior Engineer(Civil)	18	2 at Head Office, Delhi 1 each in all 16 regions
7	Junior Engineer(Electrical)	1	At Head Office, Delhi

OFFICE BUILDING

Head Office started functioning in Hudco Vishala building in February,1996. By making constant efforts, permanent power connection has been provided by the Delhi Vidyut Board. The Municipal Corporation of Delhi has black topped the approach road and have also provided water connection to the building this year. The Head Office building was also renamed this year as Bhavishya Nidhi Bhawan.

Facilitation Centre has been opened and inaugurated by Sri M.P. Veerendra Kumar the then Labour Minister on 21.10.1997 at lower Ground Floor of the Building. With the opening of the Facilitation Center at the building, members grievances are being attended promptly.

Concrete efforts have been made to provide better amenities to the members and to improve the work atmosphere. Employees' Provident Fund Organisation being a service organisation, considerable importance is being given to the construction of office building for its Regional and Sub-Regional Offices at different places. The Employees' Provident Fund Organisation is having 16 Regional and 65 Sub-Regional Offices at

different places all over the India, out of which Head Office at Delhi, 15 Regional Offices and 12 Sub-Regional Offices are housed in our own building. The details of our own buildings are as under :-

Sl. No.	Regional Offices
1	Andhra Pradesh
2	Bihar
3	Gujarat
4	Haryana
5	Himachal Pradesh
6	Karnataka
7	Kerala
8	Madhya Pradesh
9	Maharashtra
10	Orissa
11	Punjab
12	Rajasthan
13	Tamil Nadu
14	Uttar Pradesh
15	West Bengal
Sub-Regional Offices	
1.	Cuddapah
2	Nizamabad
3	Visakhapatnam
4	Kochi (Cochin)
5	Kozhikode
6	Nagpur
7	Agartala
8	Amritsar
9	Kota
10	Coimbatore
11	Varanasi
12	Jalpaiguri

The process for construction of office building at following places is in progress.

1.	Nasik	2	Rourkela
3.	Agra	4	Mumbai (Addl. Space)
5.	Goa	6.	Guñtur
7	Surat	8	Mangalore
9	Ludhiana	10	Gorakhpur
11	Meerut	12	Durgapur
13	ZTI Building for Eastern Region at Calcutta		
14	ZTI Building for Northern Region at Faridabad		

In addition to above, Interior furnishing work of Bhavishya Nidhi Bhawan, Head Office, New Delhi has been accorded top priority. The Competent authority has approved the estimate for Civil Works. The competitive tenders received for this work are under technical evaluation. The work is likely to start early.

HOUSING ACCOMMODATION

Provision of housing facility to our employees is being given due importance. The Organisation has already constructed 2219 Nos. of staff quarters of various categories at 31 places. The work is in progress for construction of 341 Nos. of staff quarters at Karnal, Khozikode, Nagpur, Jabalpur, Jalpaiguri and Goa.

TRAINING INSTITUTES

The National Academy for Training & Research in Social Security has shifted to its own building at Janakpuri, New Delhi. The Zonal Training Institute for Southern Region has been completed at Chennai. The work of Zonal Training Institute for Eastern Region at Calcutta is in progress. The Zonal Training Institute for Western Region has been housed in a rented building. Efforts are being made to purchase land for Zonal Training Institute building and staff quarters from ESIC at Ahmedabad. Zonal Training Institute for North Eastern Region is being opened in a rented building at Shillong.

HOLIDAY HOMES

Rented accommodation at Puri, Goa, Shimla and Kanya Kumari has been taken. Holiday homes are functioning at these places in a good manner. The proposal for hiring accommodation for Holiday homes at Katra in Jammu & Kashmir and at Tirupati in Andhra Pradesh is under active consideration.

CHAPTER XIX

PROGRESSIVE USE OF HINDI

All round progress in implementation of official language policy was achieved under the Official Languages Act, 1963.

2 During the year under the Hindi Teaching Scheme i.e. Prabodh, Praveen and Pragya, 1271 Officers/staff were trained during the year including this 10440 officers/staff were trained in the areas.

3 With a view to improve the proficiency of staff members, 215 Lower Division Clerks and 35 Stenographers were imparted training in Typing and Stenography respectively, during the year under report. As on 31.3.1997, total 2373 Lower Division Clerks and 184 Stenographers, have been trained so far in this training programme.

4 292 staff members and 17 officers were trained in various field Offices by organising 19 Hindi workshops to enable them to get full familiarisation in the usage of Hindi.

5 With a view to implement Hindi in the area of issue of cheques, following targets have been achieved in offices under A and B regions :-

<u>Region 'A'</u>	<u>Region 'B'</u>
99%	88%

Apart from this, "C" regions i.e. SRO, Goa, Mangalore and Vishakhapatnam and Regional Office, Bhubneshwar have also issued cheques in Hindi.

6 To encourage the staff members, the Organisation introduced a Scheme of cash prizes and certificates to the staff member for doing work 100%, 75% and above, and 50% and above in Hindi exclusively.

7 664 employees of Regional/Sub-Regional Offices including Headquarters were awarded 100/- rupees each in cash alongwith certificates under cash incentive award (Departmental scheme which was started w.e.f. 1.1.1990).

8 During the year under report, 251 Quarterly meetings of Official Language Implementation Committee were held at various offices of the Employees' Provident Fund Organisation.

9 47 offices of the Organisation where 80% and above staff and officers have acquired working knowledge of Hindi have since been notified under rule 10(4) of Official Language Rule, 1976 in the Official Gazette of India.

10 Hindi fortnight was celebrated from 1st to 15th September 1997 in all the offices of the Organisation by holding Seminars, Cultural programmes, on the spot competition etc. and 467 cash award/certificates were awarded to the participants.

11 For progressive use of official language 5th Hindi Officers Conference was organised in Vishakhapatnam during 19 & 20 September, 1997. 20 Hindi Officers participated in the Conference.

12 To promote official language during the year of Golden Jubilee of Independence, an Essay competition was held during February, 1998 in the Offices of the Organisation on the subject 'Role and Contribution of Employees' Provident Fund in social Security. In this Scheme Prize of Rs. 1000/- has been fixed for A, B & C region respectively. Besides this, for the offices located in 'C' region best Hindi Essay Competition has been implemented w.e.f. 01.01.1998.

13 To follow up the directions given by the Parliament Committee during its inspection of Regional Office, Ahmedabad, a Scheme has been framed & implemented to give prize to the writers of Departmental Magazines. This Scheme will be implemented for the Magazines published during 1997 and thereafter. In this Scheme maximum sum of Rs. 1500/- has been fixed for every magazine.

CHAPTER XX**PUBLICITY**

Budget provision during 1997-98 was Rs. 2.00 crores. Out of Rs. 2 crores allocated under the budget head 'Publicity'. An amount of Rs. 49 lakhs was incurred on 'Publicity' during 1997-98.

The Organisation launched an intensive drive to popularise especially the Employees' Pension Scheme, 1995 which was introduced with effect from 16.11.1995. During 1997-98, the emphasis was to create awareness and to remove the misgivings persisting among the work force about the newly introduced Employees' Pension Scheme 1995. Functions were organised at the regional level on completion of two years of Employees' Pension Scheme 1995. The benefits under the Schemes and the progress achieved was given a wide publicity by the Regional Offices through advertisements in the local newspapers.

The Publicity Department of the Organisation is headed by the Director (Public Relation) who functions under the direct control of the Central Provident Fund Commissioner. The Director (Public Relation) is responsible for organising the publicity campaign on behalf of the Organisation and he is spokes-person about the policies of the Organisation. He is responsible to release the press notes and to undertake the publishing of the material for and on behalf of the Organisation.

4
follows

During the year under report, actions taken in the direction of publicity are as

- A booklet viz. "GUIDE FOR EMPLOYERS" was published and circulated during December, 1997.
- Ten video spots in English, Hindi and 8 Regional languages on Employees' Pension Scheme 1995 were telecast over national network and by the Regional Kendras of Doordarshan.
- A brochure on 'FACILITATION CENTRE' was brought out on the eve of setting up of Facilitation Centre at Head Office during October, 1997.

CHAPTER XXI

REDRESSAL OF GRIEVANCES

1 The Organisation in tune with its objective of service to the members lays considerable importance to the redressal of grievances of the members of the fund. The Public Relation Officers at the Reception Counters maintained by 16 Regional Offices and 69 Sub-Regional/Sub-Accounts Offices are available on all working days of the week to handle the grievances of the visiting members. Although it is noticed that the number of grievances received during the year has increased yet it is on the good note that the redressal of the same was taken up very vigorously.

2 The details of grievances received and redressed during the last three years upto 1997-98 are as under

Year	1995-96	1996-97	1997-98
Grievances pending at the beginning of the year	9,874	582	11,286
Grievances received during the year	137,058	170,810	237,791
TOTAL	146,932	171,392	249,077
Grievances disposed of during the year	146,350	160,106	235,021
Balance at the end of the year	582	11,286	14,056

3 During the year, grievances were heard in person in the Head Office of the Organisation and 977 persons visited with their grievances. The grievances generally relate to non-settlement of EPF, FPF dues/non-transfer of PF and non-issue of Annual statement of Accounts.

4 The Regional Provident Fund Commissioners, Incharge of the regions and Officer-in-Charge of Sub-Regional/Sub-Account Offices are available in person without any appointment to the members of the Fund for redressal of their grievances on all working days from 11.00 A.M. to 11.30 A.M. and 3.00 P.M. to 3.30 P.M. Every Friday (10.00 A.M. to 1.00 P.M) is a weekly grievance redressal day. Besides, the Regional Provident Fund Commissioner is Incharge of the public grievances in the Head Office attends to the grievances of the members of the fund in person on all working days from 10.00 A.M. to 11 A.M. and 2.00 P.M. to 3.00 P.M.

5 The grievances from the members of the fund arise due to delay in settlement/non-settlement of claims. The settlement of claims are delayed mainly because the members file applications for the fund with complete/deficient information. The main deficiencies which have been noticed in the claim applications can be illustrated below :

- Non attestation of forms by the persons other than authorised officials;
- Absence of address of the attesting authority other than employer;
- Correct Provident Fund Account number missing;
- Difference in name of member and parentage in official records;
- Complete postal address not mentioned;
- Information about Savings Bank Account and address of Bank not mentioned
- Advance Stamp Receipt not signed by affixing revenue stamp of Re. 1/-
- Non-furnishing of relevant documents with applications for advance;
- No filling of relevant documents with applications under Employees' Pension Scheme, 1995.

6 The handling of the grievances of the members of the Fund in the Head Office is under the charge of a Regional Provident Fund Commissioner who functions under the direct control of the Central Provident Fund Commissioner. The Public Relation Officer at the Head Office attends to the grievances of the members of the fund who visit the Head Office whole day for redressal / ventilation. The Head Office of the Organisation is not a functioning office and the grievances received from the members of the fund through post and in person relate to the settlement of claims and issue of account slips and thus required to be redressed by the field offices. All such grievances are referred to the concerned offices and on receipt of the report, the petitioners/complainants are informed about the status/disposal of the petitions. The grievances received by the Head Office are monitored on a regular basis in order to keep the track of the disposal of all complaints referred to the field offices. The Regional Provident Fund Commissioner, Incharge of the Public Grievance functions as Nodal Officer responsible for the functioning of the Public Grievances Handling System.

7 The Public Relation Officer in the Regional/Sub- Offices attends to the grievances of the Provident Fund Members who visit the offices for redressal. The Public Relation Officer is supposed to provide information about the status of the claim as well as the status of the complaints filed by the members. The Public Grievance Wing in Regional/Sub-Regional/Sub-Account Offices functions under the direct supervision of the Regional Provident Fund Commissioner in-charge of the region and Officer-in-charge of Sub-Regional/Sub-Account Offices for redressal of the grievances of the members of the fund received through post and in person.

8 Generally, the nature of grievances received for redressal by the Organisation pertain to the

- Settlement of the claim of Provident Fund.
- Employees' Pension Scheme.
- Employees' Deposit-Linked Insurance Scheme.
- Transfer of Provident Fund Account.
- Advances.
- Issue of Annual Statement of Accounts.

9 The grievances are received through post as well as in person. The grievance handling is undertaken both by way of computer supported software and manual handling depending upon the functional level of computerisation. The Head Office has issued the guidelines in respect of handling the grievances by the field offices from time to time. The guidelines issued are summarised below

- Every complaint/grievance is required to be entered and acknowledged.
- Issue of computer print out by Public Relation Officer reflecting both acknowledgment as well as the latest position of the settlement of provident fund claim or pension pending in the office.
- Complete monitoring of the grievances disposal.
- Officer-in-charge of Section should be present at the time hearing of complaint/grievance on the grievance day.

10 The Organisation has taken the steps to computerise the Handling of Public Grievances. The Regional Offices at Trivandrum in Kerala, Hyderabad in Andhra Pradesh, Chennai in Tamilnadu have taken up the handling of public grievances on computer. All the petitions received in person or post are acknowledged with a computerised acknowledgment slip. In the Head Office, the handling of public grievances system has been computerised. Besides, issuing the computerised acknowledgment, the petitioner is given the status of the petition by way of a computer print out.

11 With a view to improve the quality of service to the members of the fund and to ensure the right of access to information, the Public Facilitation Centres have been set up in the offices of the organisation. Facilitation Centre at Head Office of the Employees'

Provident Fund Organisation was opened on 21st October 1997 and at present these facilitation centres are functioning at all field offices of the organisation. All the forms prescribed by the Employees' Provident Fund Organisation for use by the members of the fund are available through out the country on all the Facilitation Centres free of cost.

11 Lok Adalat in each office has been scheduled to be held on 10th of every month. In these Lok Adalats, Grievance cases were registered and heard for redressal, were disposed on the spot. During 1997-98, the Employees' Provident Fund Organisation organised 8 Lok Adalats. A number of 170 grievances out of 200 registered were disposed on the spot during 1997-98.

CHAPTER XXII

INDUSTRIAL RELATIONS

Employees' Provident Fund Organisation attaches great importance to maintain healthy and harmonious relationship with its employees for achieving the best results and proper growth of the Organisation. The employees of the Organisation is represented by All India Employees' Provident Fund Staff Federation which is a recognised body to put fourth the difficulties and general demands of the staff side. Similarly the Officers of the Organisation is represented by the Employees Provident Fund Officers' Association. The grievances/demands of the All India Employees' Provident Fund Staff Federation are discussed at bilateral meetings from time to time and the decision reached in the meeting are put up to the competent authority for implementation. Likewise periodical meetings are held with the EPF Officers' Association also to discuss issues mutually agreed upon.

2 To deal with the Industrial Relation matters, Headquarters of the EPF Organisation has one Industrial Relation Section manned by the following level of Officers:

- (i) Regional Provident Fund Commissioner (Industrial Relation)
- (ii) Assistant Provident Fund Commissioner (Industrial Relation) and other supporting staff.

The overall work of Industrial Relation is supervised by Add. CPFC (P&T) and Central Provident Fund Commissioner

3. In the Regional Offices, the grievances/demands of the staff are put fourth by Recognised Unions. They are allowed to raise grievances/general demands of local level before the Regional Provident Fund Commissioner, Incharge of the region.

4. Industrial relations in the EPF Organisation remained cordial and normal during the period from 1.4.97 to 31.3.98. Two meetings were held, one at Pune on 14.10.97 and another at Baroda on 18.3.98. Various items of demands put forth on different occasions by the All India E.P.F.Staff Federation were discussed and difficulties were sorted out peacefully. Overall, the year was a period of peace and harmony in the Organisation.

5. The details of the meetings held with the representatives of All India Employees Provident Fund Staff Federation and Officers' Association are given below :-

S.No.	Meetings held with	Venue	Date	Number of issues
1	All India EPF Staff Federation	Pune	14.10.1997	14
2	All India EPF Staff Federation	Baroda	18.03.1998	36
3	EPF Officers' Association	New Delhi	13.07.1997	-
4	EPF Officers' Association	New Delhi	17.10.1997	-
5	EPF Officers' Association	New Delhi	27.03.1998	7

CHAPTER XXIII

INTERNATIONAL SOCIAL SECURITY ASSOCIATION (ISSA)

Employees' Provident Fund Organisation is an affiliate member of the International Social Security Association (ISSA). The Association was founded in 1927 with the aim to :

- co-ordinate internationally, and
- intensify efforts for the protection, development and promotion of Social Security through out the world.

ISSA provides its member institutions with an ideal forum for pooling of information and experience. It organises international technical meetings, round table conferences, seminars on development of Social Security and also regional training programmes.

Employees' Provident Fund, India as Chairman of the Permanent Committee on Provident Funds for the triennium (1996-1998) continued to play leading role in the technical activities of ISSA. During the year under report, the following technical papers were presented by the Central Provident Fund Commissioner at International Conferences/ Seminars:

- Graduating from Provident Fund to Pension Scheme
- Challenges and Opportunities for Pension Schemes in Asia and the Pacific.

Employees' Provident Fund Organisation was chosen to conduct a study into :

- * Current situation concerning Provident Funds in Asia & Pacific and English speaking Africa
- * Major problems & issues envisaged in Provident Funds in the future and types of solutions envisaged to resolve these problems
- * Role of Provident Funds as a feasible form of Social protection in the 21st century

This analytical Report is to form the main THEME and base for the Sixteenth Meeting of the Permanent Committee on Provident Funds for its session (1998).

In recognition of the important role played during the past three years and the major technical input in form of above report on "Future Directions of Provident Funds" in the Sixteenth Meeting of the Permanent Committee on Provident Funds India is retained as Chairman of the Permanent Committee for another three years (1999-2001) . This was a special gesture shown by the august Committee and ISSA Bureau in deviation from the past convention about rotational change in election of Chairman .

d:\AR98\ISSA.SAM

CHAPTER XXIV

INTERNAL WORK STUDY UNIT

In 1973-74, a decision was taken in the O&M Officers' Meeting in the Department of Personnel & Administrative Reforms that large Sub-Ministry formations like Employees' State Insurance Corporation and Employees' Provident Fund Organisation under the Ministry of Labour must have a separate Work Study Unit as the Ministry of Labour, which is required to conduct studies in respect of about 50 subordinate formations under it, would not be able to conduct studies. In pursuance of this decision, a working group was set up by appointing two Junior Analyst by the end of 1978.

Study relating to Cross checking & verification from the cash section in respect of actual payments. Study was carried out in Regional Offices, Delhi and Faridabad.

Enhancement of Financial power to Assistant Accounts Officers from Rs. 20,000/- to Rs. 50,000/-. The job of conducting work study in Regional Offices namely Jaipur and Chandigarh to assess the workload of AAO/APFC (Accounts) including the impact of delegation of more powers to Assistant Accounts Officer.

The work relating to calculation, assessment and declaration of Productivity Linked Bonus for the year 1996-97 was undertaken.

The work relating to International Social Security Association [ISSA] Conference, ISSA Regional Training courses and ISSA Seminars. The follow up action on the proposals for deputation of Officers to participate in the ISSA meeting from the Ministry of Labour/ Ministry of External Affairs Embassy etc.

NATIONAL PRODUCTIVITY COUNCIL STUDY NORMS :

The staff sanction was being accorded as per the norms developed by Staff Inspection Unit of Ministry of Finance. The introduction of Employees' Pension Scheme, 1995, from 16th November, 1995 and extensive computerisation of the activities have brought about substantial changes in the work procedure and environment. This has necessitated to have relook of the existing staffing norms.

With this background as per the decision of 25th Executive Committee of Central Board of Trustees Employees' Provident Fund Organisation; National Productivity Council (NPC) which is an autonomous body functioning under the Ministry of Industry.

Government of India has worked for developing Integrated Staffing Norms for all the three Schemes.

NPC has developed a new Integrated Staffing Norms (ISN) for all the three Schemes.

The following items of work are managed in the IWSU:-

- Work study in Central, Regional & Sub-Regional offices.
- Review of staff in Central Office
- Review & Scrutiny of various reports forwarded by Government.
- Simplification & Development of forms under three Schemes.
- Revised procedure in settlement of claims.
- Suggestion Scheme.
- To develop CR proformas.
- Clarification relating to scheme/manual referred to IWSU.
- Weeding out of old records.
- Monthly Finance Review Meeting and follow up action thereof.
- Weekly monitoring of pendency relating to Annual Statement of Accounts.
- Simplification of Office Procedure for effecting efficiency.
- Matter relating to P.L.B. including assessment of declaration of bonus.
- Duties and functions of Officer and Sections
- Matters relating to International Social Security Association
- In addition to above, any other work assigned by FA & CAO.

CHAPTER XXV

MANAGEMENT INFORMATION SYSTEM IN EMPLOYEES' PROVIDENT FUND ORGANISATION

INTRODUCTION:

Employees' Provident Fund Organisation has been established under the administrative control of the Ministry of Labour, Government of India, to administer various Social Security Schemes under the Employees' Provident Funds & Miscellaneous Provisions Act, 1952.

The apex body of the Employees' Provident Fund Organisation is the Central Board of Trustees (CBT). The Organisation is headed by the Central Provident Fund Commissioner who is also the Secretary of the Central Board of Trustees. He is assisted by Financial Adviser & Chief Accounts Officer and Additional Central Provident Fund Commissioner (Personnel & Training), (Pension) and Enforcement at the Head Office and Regional Provident Fund Commissioners at the Regional Offices. Presently the Employees' Provident Fund Organisation has 16 Regional Offices and 55 Sub-Regional Offices and 10 Sub-Accounts Offices.

The Sub-Regional Offices usually look after accounting activities pertaining to their jurisdictions and are administratively controlled by the Regional Offices. At the Regional level, Regional Committees have been formed for each State. These Committees act as advisory bodies of the Employees' Provident Fund Organisation as regards implementation of the schemes in the State/Regions.

The various Social Security Schemes administered by the Employees' Provident Fund Organisation include the Employees' Provident Funds Scheme, Employees' Family Pension Scheme and the Employees' Deposit Linked Insurance Scheme.

INFORMATION MANAGEMENT:

It is at this background the need is felt for the development of MIS and Data bank for the administering Employees' Provident Fund Organisation which would also provide a major source for meeting the information needs of the Labour Ministry.

The statistical information collected from various sources of any Organisation is required by the management for decision making. As such, MIS is a vital thing in the Organisation. The information furnished in the MIS leads to the effective and judicial decision taken by the top management of the Organisation. The MIS informations are

culled out from the registers maintained at the field formation viz. Regional Offices and Sub-Regional Offices etc.

To facilitate managerial control and improve organisational effectiveness at the Sub-Regional, Regional and Headquarter level, the system developed would cover information reporting on position and analysis of arrears, service to subscribers, matters relating to administration etc. At the same time the MIS which is developed takes into account information needs for effective management of important interfaces like Government authorities, State Bank of India/Reserve Bank of India etc. which impinge upon the operational efficacy of Head Office of Employees' Provident Fund Organisation.

While creating a data bank at Head Office covering information such as profile of subscribers establishments, investments etc. has been included. The data bank provides information for analysis of operations of various schemes by different sectors/interest groups etc. and for taking strategic planning and policy decision.

During generation of primary data, its authentication at source, if necessary, through a system of internal checks have been incorporated. Reporting formats, frequency relationships, terms used and analysis desired has been taken care. Where feasible, information collection has been made dynamic to enable indication of trend over time.

PERFORMANCE ANALYSIS:

The information flow from the Regional Office to the Head Office constitutes a major link between the operations in the respective regions and their control by the top management of the Organisation.

At present, the Regional Offices are required to submit 43 periodical MIS returns to the Head Office, most of them being sent on a monthly or quarterly basis.

The Regional Offices also furnish returns to the Head Office for the purpose of budget preparation. The formats to be used for this exercise have been prescribed by the Budget Section in the Head Office and the information is provided annually. The areas covered include apart from estimates for the forthcoming year, actuals of contributions, administration and inspection charges, penal damages, revenue and capital expenditure under various accounting heads, repayable loans and advances payable etc. for the previous year and the first four months of the ongoing year.

PERFORMANCE REVIEW:**Central Action Plan (CAP) - Monthly Review**

Apart from the MIS returns, the Organisation runs a Central Action Plan [CAP] by fixing targets in all key result areas to achieve the objective of timely service to the members covering the following three broad areas of operation :

- (1) Service to Members
- (2) Enforcement of the Act including recovery of arrears
- (3) House Keeping functions

- (1) Service to Members cover the following areas :**
 - i) Annual Statement of Accounts to members
 - ii) Provident Fund Claims
 - iii) Pension Claims
 - iv) Insurance Claims
 - v) Applications for Advances
 - vi) Transfer applications

- (2) Enforcement & Finance areas :**
 - i) Recovery of Default on Provident Fund dues/Damages:
 - (a) Arrears Demand
 - (b) Current Demand
 - ii) Determination of dues under Section 7A
 - iii) Coverage of establishments and enrolment of new members
 - iv) Revenue collection in Administration Account

- (3) House Keeping areas :**
 - i) Court Cases - CAT, High Court & Supreme Court
 - ii) Pending answerable references
 - iii) Punctuality
 - iv) Reconciliation of Books of Accounts
 - v) Disposal of Grievances/Complaints
 - vi) Progress of Building construction projects
 - vii) Reconciliation of advances to staff
 - viii) Filling up of vacant posts
 - ix) File Management
 - x) Vigilance

The above information is received through CAP return on the above functional areas. This enables the Central Provident Fund Commissioner to review the performance on monthly basis and also taking a quarterly review of performance with all the Regional Provident Fund Commissioners.

D:\ar97-98\mis.doc

CHAPTER XXVI

INVESTMENT

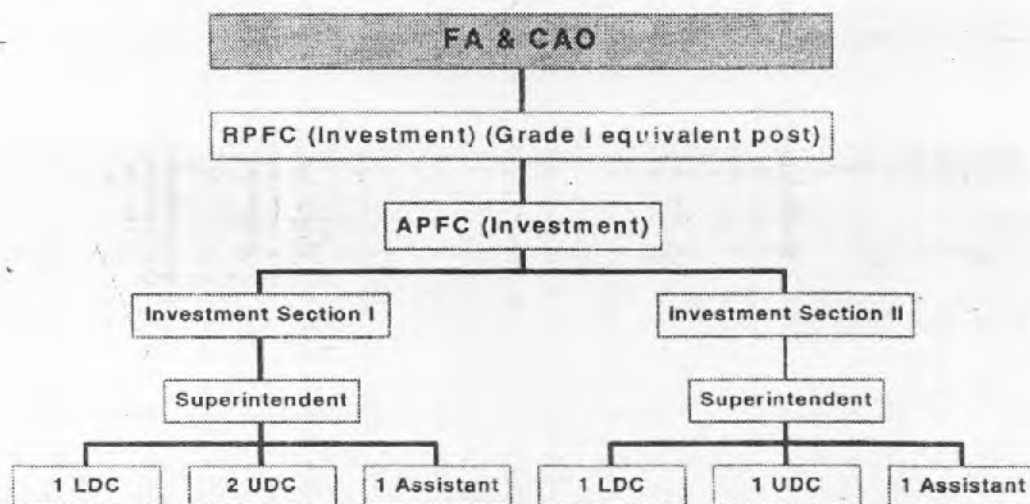
Organisational structure of investment wing of the Employees' Provident Fund Organisation.

Paragraph 52 of the Employees' Provident Fund Scheme, 1952 provides that all moneys pertaining to the Fund are to be deposited in the Reserve Bank of India or the State Bank of India or other scheduled banks as may be approved by the Central Government and shall be invested subject to such directions as the Central Government may from time to time give.

2. The investment operation of Employees' Provident Fund Money as such was being handled by the Reserve Bank of India from the very beginning. However, in 1994 Reserve Bank of India expressed its inability to continue with the portfolio management of Provident Fund investments as it was in conflict with its role as public debt manager. The portfolio management of the Employees' Provident Fund was then entrusted to the State Bank of India w.e.f. 01.04.95. Subsequently the investment management of Pension Fund and Employees' Deposit Linked Insurance Fund was also entrusted to State Bank of India.

3. Existing set up

The investment branch in the Head Office of the Employees Provident Fund Organisation functions directly under the control of Financial Adviser & Chief Accounts Officer. One post of Regional Provident Fund Commissioner (Grade. I) was sanctioned on 01.12.94 by the Executive Committee. The RPFC is assisted by one Assistant Provident Fund Commissioner, two Superintendents, 3 Assistants, 3 UDCs and 2 LDCs. The organisational structure as it exists, looks as under :-



The duties and responsibilities of the Investment Wing are as under :-

- i) Monitoring and getting information about the investments in respect of the various accounts made by State Bank of India and related correspondence with State Bank of India.
- ii) Reconciliation of the monthly, half yearly and yearly certificates of holdings.
- iii) Maintenance and reconciliation of Investment Registers for all Accounts.
- iv) Watching timely receipt of maturity and interest proceeds.
- v) All work relating to declaration of the rate of interest to be credited to the accounts of subscribers.
- vi) Convening meetings of the Finance and Investment Committee, preparation of agenda/memorandum/minutes and follow up action on decision taken.
- vii) General as well as policy matters related to Investment – correspondence with Ministry of Labour/Finance.
- viii) Compilations of the investment data for inclusion in the Annual Report/Balance Sheet.
- ix) All work relating to withdrawal of securities in respect of exempted establishments.

Sl. No.	Total Holdings as on 31.03.98		
	(in Crores)		
	Employees Provident Fund	Employees' Pension Fund	Employees' Deposit Linked Insurance Fund
1) Central Government Securities	1472.15	1279.65	18.05
2) (a) State Govt.	1178.43	549.40	
(b) Government Guaranteed Securities	625.61	225.00	10.25
3) Special Deposit Scheme	30844.28	784.09	1.04
4) (a) Public Sector Financial Institutions	1476.56	2470.61	40.95
(b) Post Office Time Deposit	0.47		
Total	35597.50	5308.75	70.29

Balance in Public Account as on 31.03.1998

Pension Fund : Rs. 11939.61 Crores

Employees' Deposit Linked Insurance Fund : Rs. 1873.83 Crores

CHAPTER XXVII

PERSPECTIVE PLAN

1 The basic functions of the Employees' Provident Fund Organisation are the extension of Social Security cover to target population, management of the accounts of the subscribers and rendering service to the members of the Fund.

2 The Central Board of Trustees, (Employees' Provident Fund) have on more than one occasion expressed their view for comprehensive restructuring of the Organisation to cope up with the challenges of the future. In this context the Organisation has made a small beginning and a study is in progress covering System study and process re-engineering, Design of a perspective plan and suitable Organisational structure which is the first such study undertaken by the Organisation in its forty years of existence.

3 The Executive Committee of the CBT, EPF in its 18th meeting held on 27.7.95 approved the proposal for designing of perspective and institutional strengthening study by M/s. Tata Consultancy Services, Hyderabad covering the following three areas:-

- (1) System study and process re-engineering.
- (2) Preparation of perspective plan; and
- (3) Designing of suitable organisational structure.

4 Consultants were required to establish a comprehensive pilot project in a Regional/ Sub_Regional Office having a representative character covering of the core functions. The Consultants after the completion of the system study and process re-engineering came up with a number of suggestions and recommendations requiring drastic changes in the work flow mechanism at the operational level. While giving effect to the changes suggested by the Consultants at the operational level would call for appropriate changes in terms of decentralised computerisation with computer terminals at every work station, integrated software environment, simplification of remittance procedure by the employers and restructuring of statutory returns now being submitted by the employers. Notwithstanding the basic changes suggested by the Consultants, pilot project as envisaged in the terms of references were attempted at Regional Office, Faridabad and Sub-Regional Office, Vishakhapatnam respectively.

5 The Organisation is in the initial stages of setting up the Pension Scheme to address the long-term challenges to achieve the objectives behind the introduction of this new social protection scheme. The Organisation had also taken up this issue with the International Labour Organisation [ILO] for their technical assistance covering :

- the need to determine a strategy for the future development of the EPFO with regard to the extension of coverage, the structure of the benefit programme and the relationship with other social security provisions.
- the need to review the Organisation and procedures of the EPFO with a view to improving administrative efficiency.

6 Senior Social Security experts from International Labour Organisation had undertaken a Technical Assistance Appraisal Mission of the EPFO.

The introduction of EPF has resulted in the EPFO becoming responsible for the administration of a pension scheme which is broadly based on social insurance principles. The ESIC is responsible for the administration of a separate social insurance scheme which provides both cash benefits and access to health care. There is some overlap between these organisations. To some extent, both schemes pay benefits in respect of the same contingencies invalidity/permanent disablement and death. Duplication of benefits from schemes dependent on public funding is undesirable and it is recommended that entitlement provisions should be reviewed both to achieve harmonisation of entitlement and to avoid duplicate entitlement. In addition, both schemes carry out similar functions in respect of similar sectors of the population. There is a need to study the scope for merging or at least partially integrated these schemes in order to increase overall efficiency and to reduce the administrative obligations on employers.

One possible approach would be to provide all cash benefits through a restructured EPFO while allowing the ESIC to concentrate on health insurance. Since the cash benefits provided are based on a medical assessment, there is some advantage, however, in the ESIC being able to use its own medical facilities for this purpose. An alternative approach to rationalisation could focus on operational integration and on establishing a unified registration and collection system.

7 Technical Assistance Appraisal Mission of the ILO after their study of the Organisation have come up with the following findings:-

Introduction of the pension scheme has introduced a new dimension of responsibility to the EPFO. This has administrative implications. In particular, since entitlement will depend on length of service it will be essential to maintain lifetime records for members irrespective of how many times they change employment. In general, this is not possible under present conditions where each member is generally allocated a separate number with each employer but this has not been of fundamental importance under the provident fund since each employment and period of membership can effectively stand alone. It is recommended that the EPFO should establish a new system for registering its insured persons and for allocating and recording a unique number for each person.

Within the operational structure, however, there is a complex web of systems and sub-systems which have been established to meet a wide range of eventualities but which have led in aggregate to time consuming movements of paper and inefficiencies, and thus to failings in the broad objectives of the organisation. Although computerisation has been introduced in all offices, this has resulted in additional steps in work processes which in the case of a claim involves 37 separate handling stages and takes a minimum of one month to finalise. Computers are set up in an EDP section which serves other sections of the office on an individual basis and there are no work stations for access or data entry in accounts or enforcement or claims receipt. Weaknesses are apparent both in the individual work processes and in the absence of an overall integrated information system which relates to the needs of each task holder. Existing procedures place a burden on administrators, employers and members alike and this is reflected in the level of compliance of all.

8 The ILO report has recommended that a comprehensive study should be carried out leading to a progressive restructuring of the systems which will start from its basis objectives and relate these back through the individual functions and work processes. Such a study would include an examination of the role of each functionary in the process, his or her relationship with the line manager and an identification of the information requirements. This would provide the basis for determining the role that computerisation should play and also for the development of a software.

9 The International Labour Organisation have recommended for technical assistance projects covering, work processes and line functions, Software design and preparation, Implementation of new systems in pilot project, Review of EPFO organisational structure and personnel policies, Staff Training , Investment of social security funds etc. ILO have proposed for a number of technical co-operation Project on this account. **The Organisation has already taken up the matter with the Government who in turn have referred the issue to UNDP for funding assistance.**

D:\ar98\plan.sam

Ch
1

Vic
2

Cer
3

4

5

6

7

**LIST OF MEMBERS OF THE CENTRAL BOARD OF TRUSTEES,
EMPLOYEES' PROVIDENT FUND ORGANISATION**

AMENDED ON 06.01.1998

Chairman		State Government Representatives	
1	Shri M.P.Virendrakumar Minister for Labour, Government of India, New Delhi - 110 001	8	Shri K. Swaminathan, Secretary to the Govt. of Andhra Pradesh Labour Department, Hyderabad - 500 022 Tele: 040-237559
Vice-Chairman		9	Shri C.P. Mishra, Secretary to the Government of Assam, Labour Department, Dispur (Guwahati) - 781 006 Tele: 0361 - 561681, 561677
2	Dr. L.Mishra, Secretary to the Govt. of India, Ministry of Labour, New Delhi - 110 001 Tele: 3710265, 3738603	Central Government Representatives	
3	Shri R.K.Saini, Joint Secretary to the Government of India, Social Security Division, Ministry of Labour, New Delhi - 110 001 Tele: 3710239	10	Shri Arun Jha, Secretary to the Government of Bihar, Department of Labour and Employment New Secretariat Patna - 800 015 Tele: 0612 - 222879
4	Shri D.C.Gupta, Director General, Employees' State Insurance Corporation, Kotla Road, New Delhi - 110 002 Tele: 3235391	11	Shri Ashok Koshi, Addl. Chief Secretary to the Government of Gujarat, Labour & Employment Department. Gandhinagar, Ahmedabad
5	Shri Shailendra Pandey, Financial Adviser, Ministry of Labour, Government of India, New Delhi - 110 001 Tele: 3710297	12	Mrs. Kamala Chowdhri, Commissioner and Secretary to the Government of Haryana, Labour and Employment Department, Chandigarh - 160 001 Tele: 0172 - 540208
6	Shri S. Lakshmi Narayanan, Addl. Secretary to the Govt. of India, Ministry of Personnel, Administrative Reforms and Training, Pension and Public Grievances, (Department of Pension) 3rd Floor, Lok Nayak Bhawan, New Delhi - 110 003.	13	Shri C.R.Neelakanta Raj, Secretary to the Govt. of Karnataka, Social Welfare and Labour Department, M.S. Building, Bangalore - 560 001 Fax: 2256368.
7	Shri M.R. Choudhry Director/Deputy Secretary (Budget), Ministry of Finance, Department of Economic Affairs, New Delhi.	14	Shri K.K. Vijaykumar, Secretary to the Govt. of Kerala, Labour Department, Thiruvananthapuram - 695 001

15.	Smt. Dilip Mehra, Secretary to the Govt. of Madhya Pradesh, Labour Department, Room No. 63, Vallabh Bhawan, Bhopal - 462 004 Tele: 0755-550371	22.	Shri V. Subramanian, Secretary to the Govt. of West Bengal, Writers Building, Labour Department, Calcutta - 700 001 Tele: 033-251645, Fax: 2258362
16.	Shri Rameshchandra Kanade, Secretary to the Govt. of Maharashtra, Industry, Labour and Energy Department, Mumbai - 462 032 Tele: 022-2027433	Employers' Representatives	
		23.	Shri A.S. Kasliwal, Sr. Vice-President, FICCI & Chairman M/s. S. Kumar Enterprises (Synfabs) Private Limited., Niranujan Building, 99, Marine Drive, Mumbai-400 002 Tele: 022-2038432, Fax: 022-4931685
17.	Shri A.K.Tripathi Secretary to the Government of Orissa Labour Department, Bhubasneswar	24.	Shri J.P. Chowdhary, Chairman & Managing Director M/s. Titagarh Steels Limited 113, Park Street, Calcutta-700 016 Tele: 033-295542
18.	Shri G.K.Bhatnagar, Principal Secretary to the Government of Punjab, Labour & Employment Department, Chandigarh.	25.	Shri S.K. Nanda, Secretary General, Employers Federation of India Army and Navy Building, 148, Mahatma Gandhi Road, Mumbai-400 023 Tele: 022-2046761
19.	Shri Gurudev Singh, Commissioner and Secretary to the Govt. of Rajasthan, Labour Department, Jaipur-302 001 Rajasthan. Tele: 0141-607473	26.	Shri N. Kannan, Secretary, Employers' Federation of Southern India, Karumuttu Centre, 1st Floor, 498, Anna Salai, Chennai-600 035 Tele: 044-4319452, Fax: 044-4349164
20.	Shri Devendra Nath Sarangi, Secretary to the Govt. of Tamil Nadu, Labour and Employment Department, Fort St. George, Chennai-600 009 Tele: 044-560472	27.	Shri R.Krishnaswamy, Additional Financial Adviser Food Corporation of India, 16-20, Barakhamba Lane, New Delhi - 110 001.
21.	Shri N.C.Bajpai, Principal Secretary to the Govt. of Uttar Pradesh, Labour Department, Annexe Bhawan, Room No. 13, G.Floor, Lucknow-226 001 Tele: 0522-221127.	28.	Shri M.A. Hakeem, Secretary General, Standing Conference of Public Enterprises, SCOPE COMPEX, 7, Lodhi Road, New Delhi-110 003 Tele: 011-4361757

29.	Shri B.P.Pant, Deputy Secretary All India Organisation of Employers' Federation House, Tansen Marg, New Delhi - 110 001	37.	Shri G.Sanjiva Reddy, President, Indian National Trade Union Congress, 6/8, Ligh Barkatpura, Hyderabad - 500 027
30.	To be notified later.	38.	Shri N.M.Barot, President, INTUC, Gujarat State, Gandhi Mazdoor Sevalaya, Bhadra, Ahmedabad - 380 001
31.	Shri V.P.Chopra, President, Federation of Association of Small Industries of India (FASII), C/o M/s. Indo FASTeners, E-30, Focal Point, Ludhina - 141 010.	39.	Shri Samar Chakraborty, Joint General Secretary INTUC, Bengal Branch 9, Vijay Bose Road, Calcutta-700 025 Tele: 033-2446798
32.	Shri Ram Mohan Bidawtkar, Vice President, All India Manufacturers' Organisation, 21, Jaihind Building No. 1, Bhuleshwar, Mumbai-400 002	40.	Shri Shyam Sunder Yadav, INTUC MP Branch, Shram Shivar, Devi Ahilya Marg, Indore- 452 003
Employees' Representatives		41.	Shri Sankar Saha, Secretary, All India Committee United Trade Union Centre, Lenin Sarani, 77/2/1, Lenin Sarani [1st floor], Calcutta - 700 013
33.	Shri Parduman Singh, Vice-President, All India Trade Union Congress, Ekta Bhawan, Putlighar, Amritsar Tele: 0163-210205, Fax: 228637	42.	Shri W.R.Varada Rajan, Secretary, CITU & Vice President, T.N.State Committee, AE-113, Tenth Main Road, Annanagar, CHENNAI - 600 010
34.	Shri A. Venkataram, All India Vice-President Bhartiya Mazdoor Sangh, Karnataka State, Subedar Chetram Road, Bangalore-560 009 Tele: 080-2871703	43.	Shri R.S.Kaushik, Central Provident Fund Commissioner, Employees' Provident Fund Orgn., (Head Office), Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi - 110 066 Tele : 011 - 617 2671
35.	Shri Hasmukh Bhai Dave, Advocate, All India General Secretary, Bhartiya Mazdoor Sangh, Rajput Para, Main Road, Rajkot-360 001 [Gujarat] Tele: 0281-7524212		
36.	Shri A.D.Nagpal, Secretary, Hind Mazdoor Sabha, 1181, Sector 43-B, Chandigarh 160 022		

APPENDIX A-2

**SCHEDULE OF INDUSTRIES/ CLASSES OF ESTABLISHMENTS TO WHICH
EMPLOYEES' PROVIDENT FUNDS AND MISCELLANEOUS PROVISIONS ACT, 1952
APPLIES**

Date of Extension	Industries/Classes of Establishments
1st Nov, 1952	<ol style="list-style-type: none"> 1. Cement 2. Cigarettes 3. Electrical, Mechanical or General Engineering Products 4. Iron and Steel 5. Paper 6. Textiles (made wholly or in Part of Cotton or wool or jute or silk whether natural or artificial) 6A. Jute
31st July, 1956 (7 to 19)	<ol style="list-style-type: none"> 7. Edible Oils and Fats 8. Sugar 9. Rubber and rubber products 10. Electricity including generation, transmission and distribution thereof. 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). 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 13. Stone-ware pipes 14. Sanitary Wares 15. Electrical porcelain Insulators of high and low tension

Date of Extension	Industries/Classes of Establishments
	16. Refractories
	17. Tiles
	18. Matches
	19. Glass
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 Sept., 1956 (20-23)	20. Heavy and Fine chemicals including: <ul style="list-style-type: none"> (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. <i>(The Act was actually enforced in the industry with effect from 31.7.57)</i>
	21. Indigo
	22. Lac including shellac
	23. Non-edible vegetables and animal oils and fats.
31st Dec., 1956	24. Newspaper establishments.
31st Jan., 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

Date of Extension	Industries/Classes of Establishments
	28. Rubber plantations
	29. Cardamom plantations
	30. Pepper plantations
	30A. Mixed plantations
30th Nov., 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 Dec. 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

Date of Extension	Industries/Classes of Establishments
	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 Nov., 1961 (59 and 60)	59. Stone-ware Jars
	60. Crockery
31st Dec., 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 Sept., 1962	64. Cashewnuts

Date of Extension	Industries/Classes of Establishments
31st Oct., 1962 (65 to 69)	<p>65. Establishments engaged in the processing or treatment or wood including manufacture of hardboard chipboard, jute or textile wooden accessories, cork products, wooden sports goods, cane or bamboo products, battery separators.</p> <p>66. Saw mills</p> <p>67. Wood seasoning kilns</p> <p>68. Wood preservation plants</p> <p>69. Wood workshop</p>
31st Dec., 1962	70. Bauxite Mines
31st March, 1963 (71 to 76)	<p>71. Confectionery</p> <p>72. Laundry and Laundry services</p> <p>73. Buttons</p> <p>74. Brushes</p> <p>75. Plastic and plastic products</p> <p>76. Stationery products</p>
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.
31st May, 1963	<p>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.</p> <p>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.</p>
31st August, 1963 (80 and 81)	<p>80. Canteens</p> <p>81. Aerated water, soft drinks or carbonated water 31st Oct., 1963</p>

Date of Extension	Industries/Classes of Establishments
31st Oct., 1963	82. Distilling and rectifying of spirits (not falling under industrial and power alcohol) and blending of spirits.
31st Jan., 1964 (83 and 84)	83. Paint and Varnish 84. Bone crushing
30th June, 1964 (85 and 86)	85. Pickles 86. China Clay Mines
31st Oct., 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 Dec., 1964	93. Milk and milk products
31st Jan., 1965 (94 to 96)	94. Travel agencies engaged in : (i) booking of international air and sea passages and other travel arrangements and (ii) booking of internal air and mail passages and other travel (iii) forwarding and clearing of cargo from and to overseas and within India
31st Jan., 1965	(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

Date of Extension	Industries/Classes of Establishments
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 Sept., 1965	(100) Magnesite Mines
30th Sept., 1965	(101) Coir (excluding the spinning sector)
31st Dec., 1965	(102) Stone quarries producing roof and floor slabs, dimension stones, monumental stones and mosaic chips stones and mosaic chips.
31st Jan., 1966	(103) Bank doing business in one State or Union Territory and having no departments 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 Tobacco.
31st July, 1966	(105) Paper Products
30th Sept., 1966	(106) Licensed salt
30th April, 1967	(107) Linoleum
(107 & 108)	(108) Indoleum
31st July, 1967	(109) Explosives
31st August, 1967	(110) Jute bailing or pressing
31st October, 1967	(111) Fireworks and percussion cap work

Date of Extension	Industries/Classes of Establishments
30th Nov., 1967	(112) Tent making
31st August, 1968	(113) Barytes Mines
(113 to 119)	(114) Dolomite Mines
	(115) Fireclay Mines
	(116) Gypsum Mines
	(117) Kyanite Mines
	(118) Siliminite Mines
	(119) Steatite Mines
31st Dec., 1968	(120) Chinchona Plantations
30th June, 1969	(121) Ferro Manganese
30th June, 1969	(122) ice or ice-cream.
(122 and 123)	(123) Diamond Mines
31st Jan., 1970	(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 Nov., 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 Sept., 1972	(128) Cotton ginning, bailing and pressing
31st March, 1973	(129) Every mess, not being a military mess

Date of Extension	Industries/Classes of Establishments
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 Sept., 1974	(133) Sorting, cleaning and testing of cotton waste.
30th Nov., 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 Dec., 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 soapstone
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

Date of Extension	Industries/Classes of Establishments
28th Feb., 1977	(151) Establishments which are factories (151 to 153) 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 Dec., 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 Jan., 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 Oct., 1980 (161 and 162)	(161) Building and construction (162) Manufacture of Myrobalan extract Powder, Myrobalan extract solid and vegetable tanning blended extract
30th Nov., 1980	(163) Brick
23rd Nov., 1981	(164) Establishments engaged in Stevedoring loading and unloading of ships.
7th Dec., 1981 (165 and 166)	(165) Establishments engaged in poultry farming (166) Establishments engaged in cattle feed industry.

Date of Extension	Industries/Classes of Establishments
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 Jan., 1984	(173) Industries based on asbestos as principal raw material. On voluntary basis.
16th Sept, 1989	(174) Industries manufacturing Iron ore pellets
25th Mar., 1992 (175 to 177)	(175) Guar Gum factories (176) Marble mines (177) Diamond saw mills

LIST OF INDUSTRIES/CLASSES OF ESTABLISHMENTS IN RESPECT OF WHICH THE STATUTORY RATE HAS BEEN 10% OUT OF 177 INDUSTRIES/CLASSES OF ESTABLISHMENTS

(i) Government issued Notification dated 9th April, 1997 enhancing Provident Fund contribution rate from 8.33% to 10% . With this, 172 categories of industries/establishments out of 177 categories has been notified and will be paying Provident Fund contribution @ 10% w.e.f. 1.5.1997.

(ii) Government through an Ordinance dated 22nd September, 1997 increased the contribution rate towards Provident Fund as under :

- (a) Establishments paying contribution @ 8.33% to 10%.
- (b) Establishments paying contribution @ 10% to 12%.

At present contribution @ 10% of the wages is applicable in respect of following industries/class of establishments:

- (1) Jute Industry
- (2) Beedi Industry
- (3) Brick Industry
- (4) Coir Industry other than the spinning Sector
- (5) Guar Gum factories
- (6) Any Sick Industrial Company as defined in the Sick Industrial Companies Act, 1985;
- (7) Any other establishment which has at the end of any financial year accumulated losses equal to or exceeding the entire networth.

APPENDIX A-4

LIST OF DEFAULTING UNEXEMPTED ESTABLISHMENTS - RUPEES TEN LAKH OR MORE

[Including Provident Fund, Pension & EDLI contribution, Administration charges & Penal damages]

Sr. No.	Name of the Un-exempted Establishment	Amount in Default (Rs.in lakhs)	Total in the Region
(1)	(2)	(3)	(4)
	ANDHRA PRADESH		
(1)	Nellimerla Jute Mills Limited, Vizag AP/2	325.64	
(2)	Alwyn Watches Limited, Medak (Dt.) AP/26304	213.29	
(3)	Nellore Co-operative Spinning Mills Limited, Nellore AP/3920	47.96	
(4)	Republic Forge ,Hyderabad AP/2914	45.94	
(5)	Andhra Co-op Spinning Mills Limited, Anantapur (Dt) AP/258	44.77	
(6)	Rayalaseema Mills Limited, Kurnool (Dt.)AP/23	37.17	
(7)	Sarvraya Textile Limited, Kakanada AP/370	32.26	
(8)	Sarvaraya Textiles Limited, Vigiangaram AP/2814	29.55	
(9)	Sable Waghire & Company, Nizamabad AP/5206	26.23	
(10)	Rajahmundry Co-operative Spinning Mills, Rajamundry AP/3759	24.99	
(11)	Andhra Cotton Mills Ltd., Cuddapah (Dt.) AP/3040	23.25	
(12)	Muralikrishna Transports Ltd., Vijaywada AP/19487	19.99	
(13)	Ampro Industries P.Ltd., Hyderabad AP/3774	19.60	
(14)	Bakran Beedi Works, Nizamabad (Armoor) AP/5211	19.29	
(15)	Durga Cements, Dachepalli AP/16460	19.10	
(16)	Ajamjahi Mills limited, Waarangal AP/181	17.48	
(17)	Chirala Co-op Spinning Mills Limited, Chirala AP/20460	17.31	
(18)	M.M.Patel & Sons Pvt.Ltd., Nizamabad AP/5209	17.30	
(19)	Satyam Computer Services, Secunderabad AP/23034	17.09	
(20)	Heralal Parbhuram & Co. Nizamabad AP/5208	16.69	
(21)	DBR Mills, Hyderabad AP/140	16.39	
(22)	Rayalaseema Paper Mills Ltd., Kurnool AP/4365	15.49	
(23)	Nasar School, Hyderabad AP/17839	15.26	
(24)	Bajrang Jute Mills Limited,Guntur AP/15	14.59	
(25)	Someshwara Cements Limited, Adilabad AP/14311	14.09	
(26)	Hyderabad Lamps, Medak (Dt.) AP/13286	13.60	
(27)	Adarsh College of Education, Giddalore.Prakasham (Dt.) AP/19723	13.22	
(28)	Water Development Society Ltd., Hyderabad AP/3825	12.72	
(29)	Penquin Textile, Hyderabad AP/3110	12.01	
(30)	M.G.Brothers, Kurnool AP/2888	11.77	
(31)	Anthar Gaon Textiles Co.op Production, Karimnagar AP/3821	11.76	
(32)	Tungabhadra Industries, Secunderabad AP/160	11.46	
(33)	AP Scooters Limited, Medat (Dt.) AP/4376	11.10	
(34)	Primex International Ltd.,Hyderabad AP/13460	10.85	
(35)	KDSC&CSL (Eng.) Machnlapatnam AP/30105	10.57	
(36)	Anthargaon Textiles, Karimnagar AP/3820	10.09	1,219.87

	BIHAR		
(1)	Ashok Paper Mills (BIFR), Darbhanga BR/3256	173.76	
(2)	Bihar State Sugar Corp. Ltd., Unit Motipur, Muzaffarpur BR/180	143.30	
(3)	Gaya Cotton & Jute Mills, Gaya BR/21 (BIFR & P.D.)	122.52	
(4)	Belal Biri Factory P.Ltd. Sahibganj BR/5355(Stay)	86.25	
(5)	Bihar State Agro Indu. Dev. Corp. Patna BR/1622	69.53	
(6)	Bihar State Sugar Corp. Ltd., Unit Ryam, Darbhanga BR/176	68.25	
(7)	Bihar State Sugar Corp. Ltd., Unit Sugauli, East Champaran BR/186	62.59	
(8)	H.M.P. Sugar (BIFR) BR/184	54.77	
(9)	S.K. Nasiruddin Biri Marchants Limited, Bihar Sharif BR/3241	46.17	
(10)	Bihar Coop-weavers (BIFR) Spinning Mill, Mapkama BR/1557	42.59	
(11)	National Jute Mills Corp. (BIFR) Unit RBHM Katihar BR/3	41.64	
(12)	Swami Shivanand Tirth College, Sasaram, Rohtas BR/5667	30.63	
(13)	Shyam Biri Works, Sahibganj BR/2987	25.26	
(14)	Kumar Dhubi Engg. Works Ltd., Dhanbad BR/22 (P.D.)	24.67	
(15)	G.C. Saha, Jamshedpur (Stay) BR/1241	19.63	
(16)	Longia Biri Co., Bihar Sharif BR/2846 (Stay)	18.41	
(17)	Kuchwar Lime & Stone Co. Banjari, Rohtas BR/319	17.51	
(18)	Pandau Coop Spinning Mills, Madhubani BR/5990	17.17	
(19)	Sahid Bhagat Singh College, Japla, Palamau BR/10070	15.10	
(20)	Bihar State Sugar Corp. Ltd. Unit Hathua, Gopalganj BR/197	15.00	
(21)	Khelari Cement Limited, Ranchi BR/ (Stay)	13.28	
(22)	National Construction Corp. Ltd., ISM Works, Dhanbad BR/5817	13.12	
(23)	Rasiklal Patel Sahibganj BR/5385	12.98	
(24)	Pramvir Albert Ekka Memorial College, Ranchi BR/4455	10.53	1,144.66
	DELHI		
(1)	Hindustan Samachar Co-operative Society DL/1214	28.80	
(2)	Samachar Bharti DL/2520	20.30	
(3)	R.L. Sharma & Company DL/13198	15.80	
(4)	Skipper Construction (P) Ltd DL/6426	16.74	
(5)	Skipper Towers (P) Ltd. DL/6427	14.08	
(6)	Sahara Deposits & Investments Pvt.Ltd. DL/6527	11.89	107.61

	GUJARAT		
(1)	SLM Maneklal Industries Limited, Ahmedabad GJ/4471	196.08	
(2)	Ahmedabad New Textile Mills, Ahmedabad GJ/388	161.40	
(3)	New Manekchowk Textile Mills, Ahmedabad GJ/289	125.64	
(4)	Ahmedabad Jupiter Textile Mills, Ahmedabad GJ/263	124.34	
(5)	T.Maneklal Industries, Ahmedabad GJ/4514	123.23	
(6)	Jahangir Textile Mills, Ahmedabad GJ/283	117.17	
(7)	Virangam Textile Mills, Virangam GJ/312	108.63	
(8)	Rajnagar Textile -II, Ahmedabad GJ/306	101.93	
(9)	Rajnagar Textile Mills I, Ahmedabad GJ/295	93.83	
(10)	Mahalaxmi Textile Mills, Bhavnagar GJ/365	77.29	
(11)	Rajprakash Spining Mills, Cambay GJ/4178	70.00	
(12)	Sevalia Cement Works, Sevalia GJ/2	62.00	
(13)	Central Paper & Pulp Mills, Vapi, Surat GJ/3370	56.65	
(14)	Rajkot Textile Mills, Rajkot GJ/369 GJ/369	46.52	
(15)	Madhu Textiles Industries Limited, Ahmedabad GJ/15061	44.32	
(16)	SLM Mneklal, Ahmedabad GJ/4471-A	44.19	
(17)	Himadri Textile Mills, Ahmedabad GJ/361	43.51	
(18)	Aryday Ginning GJ/273	40.00	
(19)	Parshuram Pottery, Thangdh GJ/1003	39.57	
(20)	Dynehever Ginns India Ltd., Rajkot GJ/10546	30.67	
(21)	K.S.Diesels Ltd., Rajkot GJ/5753	28.90	
(22)	Continental Textile, Naroda GJ/287	27.36	
(23)	Parshuram Pottery Works, Wankaner GJ/1027	21.99	
(24)	Manekchowk Abad Mfg. Co GJ/390	21.91	
(25)	V.J.Dave High School, Dehgam GJ/13092	20.82	
(26)	Petlad Textile Mills, Petlad GJ/339	20.12	
(27)	Indiquip Ecngg, Ahmedabad GJ/4416	17.96	
(28)	Kunkavav Vankar Co.op, Tal GJ/10193	17.00	
(29)	Parshuram Pottery Works Limited, Morbi GJ/991	16.86	
(30)	Navjivan Mills, Kalol GJ/314	13.82	
(31)	Sunil Mills Ltd, Baroda GJ/20189	13.68	
(32)	Calico Polyster GJ/1348	13.58	
(33)	New Swadeshi Mills, Naroda GJ/290	11.67	
(34)	Dhenamal Silk Mills GJ/397	10.97	
(35)	A-One Industries Daman GJ/9753	10.40	1,974.01
	HARYANA		
(1)	Jhailani Tools (I) Ltd., Faridabad	197.03	
(2)	Liberty G.P.Marketing Division	120.09	
(3)	S.D.College (Lahore) Ambala Cantt HR/2655	68.95	
(4)	Jai Singh College, Karnal	66.52	
(5)	Liberty Enterprises	54.24	
(6)	GMN College, Ambala Cantt HR/2592	44.16	
(7)	Electronics Limited, Faridabad HR/65	43.16	
(8)	Krishan Lal public School, RewariHR/8620	35.51	
(9)	MLN College, Yamuna Nagar HR/2550	33.14	
(10)	Liberty Footwear Co., Karnal	32.48	
(11)	Hindu Girls College, Sonipat	30.85	
(12)	Vaish Tech Industries, Rohtak HR/4244	27.64	

(13)	Hindu Kanya Sr. Sec. School, Sonipat	26.89	
(14)	All India Jat Heros College, Rohtak HR/2766	26.59	
(15)	Guru Nanak Girls College, Yamuna Nagar HR/2544	25.69	
(16)	SDM School, Sonipat	25.48	
(17)	Viash College, Rohtak HR/2796	23.36	
(18)	Usha Spinning and Weaving Mills, Faridabad HR/565	21.99	
(19)	Liberty International Co.	21.54	
(20)	Chottu Ram Govt. High School HR/4688	20.57	
(21)	Geeta Niketan Residential Sr. Sec. School, Kurukshetra	19.12	
(22)	Arya Girls College, Ambala Cantt HR/2591	19.10	
(23)	Bharat Carpets, Faridabad HR/745	18.23	
(24)	Chottu Ram Pal, Rohtak HR/2759	18.03	
(25)	Hindu Girls College, Sonipat HR/2513	15.35	
(26)	Hitkari Potteries, Faridabad	15.17	
(27)	Sant Jirda Kalyana College, Rohtak HR/5280	14.51	
(28)	Lalit Fabrics, Faridabad HR/5677	13.72	
(29)	SA Jain Sr. Sec. School, Ambala Cantt HR/2627	13.50	
(30)	Alpha Toyo Limited, Faridabad HR/2751	12.83	
(31)	Indira Gandhi National College HR/5451	12.74	
(32)	SMS Khalsa Labana Girls College HR/404	12.73	
(33)	S.D.Sr. Sec. School, Karnal HR/4801	12.30	
(34)	Hindu Kanya Mahavidyalaya, Jind HR/2570	12.24	
(35)	Vaish High School, Bhiwani HR/8186	12.01	
(36)	Maharaja Aggarwal Mahavidyala HR/2508	11.94	
(37)	S.M.B.Gita Hr. Sec. School, Kurukshetra	11.69	
(38)	Vidya Niketan High School, Faridabad HR/9264	10.96	
(39)	Hindu College of Pharmacy, Sonipat HR/5030	10.81	
(40)	Tirupati Woolen Mills, Sonipat HR/1655	10.80	
(41)	Hindu Vidyapith	10.77	
(42)	East India Cotton Mfg. Co., Faridabad	10.54	
(43)	Saraswati Vidya Mandir, Jagadari HR/2531	10.09	1,255 06
KARNATAKA			
(1)	Ideal Jawa Li mited, Mysore KN/2260	171.25	
(2)	Samarat Ashoka Exports (P) Ltd., Bangalore KN/7579	96.99	
(3)	H.M.P.Cements Limited, Gulbarga KN/154	88.00	
(4)	Mysore Lamp Works (P) Ltd., Bangalore KN/44	65.42	
(5)	Thungabhadra Sugar Works, Shimoga KN/1370	47.31	
(6)	I.P.M. Dandeli KN/1091	45.77	
(7)	Corporate Couriers (P) Ltd, Bangalaoe KN/13601	39.19	
(8)	Deepak Insulated Cables, Bangalaoe KN/10281	34.32	
(9)	Samegra Grameena Seva Samaithi KN/14046	22.78	
(10)	Cosmos Leathers (P) Ltd, Bangalaoe KN/14742	17.94	
(11)	Saket Iddia (P) Ltd, Bangalaoe KN/14605	13.07	
(12)	Indian Plywood Manufacturing Co. Ltd., Mangalaoe KN/5060,5611	11.91	
(13)	Siddeshwara Textile KN/1987	11.86	
(14)	Kampli Co-op Sugar Factory, Kampli KN/1636	11.24	
(15)	Karnataka Mineral Manufacture Co., Chitradurga KN/13078	10.52	

(16)	B.G.M. Co.op Spinning Mills KN/10980	10.28	697.85
	KERALA		
(1)	Manjumallay Estate, Vandiperiyar KR/68	44.61	
(2)	Keltron Power Devices, Trichur KR/4228	34.72	
(3)	Thungamalai Estate, Vandiperiyar KR/270	32.38	
(4)	Pambanar Estate, Vandiperiyar KR/267	29.75	
(5)	Travaanmcore Plywood, Punalur KR/622	28.50	
(6)	Lalliar Estate, Idukki KR/51	27.00	
(7)	Granby Estate, Vandiperiyar KR/268	26.95	
(8)	Kolikanam Estate, Vandiperiyar KR/67	26.49	
(9)	Pasumalai Estate, Vandiperiyar KR/294	26.43	
(10)	Thengakal Estate, Vandiperiyar KR/266	24.50	
(11)	Accelerated Freeze Drying Co., Ernakulam KR/4993B	23.66	
(12)	Keltron Counters Limited, Trivandrum KR/2635	22.59	
(13)	Amalgam Foods, Ernakulam KR/4993	22.41	
(14)	Nellikai Estate, Vandiperiyar KR/269	18.84	
(15)	Cybermatic Division Keltron, Trivandrum KR/12343	18.52	
(16)	Grete Malabar Beedi, Kannur KR/11023	18.06	
(17)	Apple Photo Beedi, Palakkad KR/5262	16.92	
(18)	Mount Estate, Vandiperiyar KR/3110	16.54	
(19)	Thiruvepatty Mills, Kannur KR/2638	15.10	
(20)	Eastern Condiments Limited, Adimali KR/12167	15.09	
(21)	Sastha Enterprises, Enath KR/1230	14.98	
(22)	Amalgam Foods, Ernakulam KR/5045	13.86	
(23)	Hindustan Foods, Ernakulam KR/4983	12.15	530.05
	MADHYA PRADESH		
(1)	Binod Mills Limited, Ujjain MP/11	548.87	
(2)	Development Authority, Indore MP/3839	276.50	
(3)	Indore Malwa Mills, Indore MP/02	273.62	
(4)	Kalyanmal Mills, Indore MP/03	271.88	
(5)	G.S. Institute of Technology & Science Indore, MP/3982	263.65	
(6)	MPSRTC, Gwalior MP/225	250.98	
(7)	MPSRTC, Jabalpur MP/264	181.36	
(8)	MPSRTC, Satna MP/4046	179.82	
(9)	Hira Mills, Ujjain MP/10	175.02	
(10)	MPSRTC, Raipur MP/1249	165.11	
(11)	MPSRTC, Ujjain MP/4044	158.23	
(12)	Dewas Vikas Pradhikaran, Dewas MP/8271	149.91	
(13)	Swadeshi Cotton & Flour Mills, Indore MP/06	145.71	
(14)	New Bhopal Textiles, Bhopal MP/81	139.01	
(15)	B.N.C. Mills, Rajnandgaon MP/78	138.42	

(16)	Bimal Mills Limited, Ujjain MP/11A	131.01	
(17)	MPSRTC, Bhopal MP/1378	121.20	
(18)	MPSRTC, Indore MP/1143	111.74	
(19)	MPSRTC, Sagar MP/4045	100.14	
(20)	Hukamchand Mills, Indore MP/01	99.59	
(21)	Rajkumar Mills Limited, Indore MP/04	92.92	
(22)	MPSRTC, Seoni MP/5417	80.53	
(23)	MPSRTC, Gwalior MP/229	67.09	
(24)	Sajjan Mills Limited, Ratlam MP/14	57.31	
(25)	Indore Textiles Limited, Ujjain MP/12	54.24	
(26)	MPSRTC, Bilaspur MP/4047	43.13	
(27)	R.C. Rathore & Brothers, Sagar MP/2815	39.52	
(28)	Himmat Steel, Raipur MP/1250	36.40	
(29)	MPSRTC, Bhopal MP/1267	32.47	
(30)	P.B.M. Polytex, Chindwara MP/ 8632	30.44	
(31)	Mohan Jute Mills, Raipur MP/53	26.00	
(32)	Bilaspur Spinning Mills, Bilaspur MP/1404	24.66	
(33)	Burn Stand Co., Jabalpur MP/79	22.54	
(34)	MPSRTC, Khargone MP/5416	20.86	
(35)	Jayant Vitamins, Ratlam MP/2663	18.27	
(36)	Durg Jila Matsya Vikas Abikaran, Durg MP/9660	18.26	
(37)	Mohan Jute Mills, Bilaspur MP/53	16.47	
(38)	Matsya Krishak Vikas Abhikaran, Raipur MP/8417	16.25	
(39)	Gramin Vidyut Sahakari Samiti Chhatarpur MP/4893	15.25	
(40)	Jaora Sugar Mills, Jaora MP/30	13.83	
(41)	Microwin Electrical, Bhopal MP/6464	12.57	
(42)	Mission School, Bilaspur MP/4040	12.46	
(43)	Nutan H.S. School, Raipur MP/3956	11.80	
(44)	Shri Laxmi Sintex P.Ltd., Dewas MP/4403	11.10	
(45)	Bilaspur Vikas Pradhikaran, Bilaspur MP/8371	10.88	
(46)	Mission H.S. School, Seoni MP/3881	10.78	
(47)	Mononight H.S. School, Raipur MP/3955	10.55	
(48)	Balaghat Cement, Mohobatta MP/7500	10.01	
(49)	Cintamanrao H.S. School, Sagar MP/4023	10.00	4,708.36
	MAHARASHTRA		
(1)	Marathwada Agricultural University MH/80393	418.11	
(2)	Laxmi Vishnu Textile Mill MH/348	323.65	
(3)	Hindustan Auto Bioties Limited, Pune	287.26	
(4)	Bradbury Mills, Mumbai MH/93	260.59	
(5)	India United Mill No. 12 MH/121	213.28	
(6)	Digvijay Spg. & Wvg. Mills Mumbai MH/401	153.52	
(7)	Jupiter Textile Mills MH/113	147.67	

(8)	India United Mills, MH/119	144.92	
(9)	India United Mills, Mumbai-33 MH/120	130.00	
(10)	Balliwall Limited MH/1654	123.64	
(11)	Mumbai Textile Mills, Mumbai-13 MH/169	122.81	
(12)	Pauzarkar Sah. Sakhar Karkhana Ltd., MH/13350	119.61	
(13)	Bharat Textiles, Mumbai MH/106	115.07	
(14)	Shree Sitaram Mills MH/415	109.13	
(15)	New Kaiser Hind Textiles Mills, Mumbai-33 MH/8865	99.10	
(16)	Kohinoor Mills Limited MH/132	95.13	
(17)	Satpuda Tapi Sah. Sakhar Karkhana MH/15480	91.41	
(18)	National Cycle Corp. Ltd. MH/27	84.71	
(19)	India United Mills Unit-5, Byculla MH/118	72.58	
(20)	Kohlapur Zilla Sah Soot Girani Ltd. MH/11718	62.72	
(21)	Appollo Mills, Mumbai MH/82	60.56	
(22)	Jam Mfg Co., Mumbai/2 MH/124	60.55	
(23)	Ind. & Agri Engg. Co. (I) Ltd, Mumbai-78 MH/5811	59.29	
(24)	Nasik Dist. Co-op Spg. Mills MH/10093	55.92	
(25)	Estrela Batteries Limited MH/20	52.32	
(26)	Carona Limited, Mumbai MH/9264	50.17	
(27)	Motor Industries Co. India, Nasik MH/12053	48.98	
(28)	HICO Products Ltd. MH/1535	47.12	
(29)	A.T.V Projects India Limited, Mumbai MH/21570	46.02	
(30)	Automobile Products of India MH/12707	46.02	
(31)	Dhulia Textile Mills MH/331	45.35	
(32)	Wainganga Sah Sakhar Karkhana Ltd. MH/60269	40.32	
(33)	Rajaram Bandekar (S) Miners P.Ltd. MH/9796	40.24	
(34)	Solapur Spg. & Wvg. Mills MH/347	40.16	
(35)	A B.Lodha Labour Contractor, Nasik MH/50845	39.16	
(36)	New India Rayon Mills Co., Mumbai 13 MH/144	39.01	
(37)	Firest India Steel Co.Ltd MH/8468	36.90	
(38)	Tata Mills Ltd. MH/183	36.84	
(39)	Ogale Glass MH/576	33.30	
(40)	Nanded Textile Mills MH/4003	33.25	
(41)	Madhavnagar Cotton Mills MH/350	32.44	
(42)	India United Mill No. 3 MH/640	32.30	
(43)	New City of Bombay Mfg. Co. Ltd MH/139	32.30	
(44)	India United Mills MH/122	32.03	
(45)	Powder Metals & Alloys Pvt.Ltd.,Thane MH/6711	31.74	
(46)	Nanded Sah Soot Girni MH/11566	30.83	
(47)	Vishwakarma Spg. Wvg. Co.op Soc. Ltd MH/12162	29.37	
(48)	Vishwa Bharati Spg. & Wvg. Mill Ltd. MH/12162	29.36	
(49)	Kening Tools Co. P Ltd. MH/7088	29.15	
(50)	Sanjay Sah Sakhar Karkhana Ltd. MH/24617	28.78	
(51)	GGT Kaypee P Ltd MH/16175	28.57	
(52)	Vidarbha Berar Mill Ltd MH/3511	27.96	

(53)	Godavari Garments Ltd. MH/20478	27.19	
(54)	DR Steel Ind. MH/2195	26.49	
(55)	Globe Auto Elec. Ltd. MH/6887	26.36	
(56)	Mukesh Dye Works MH/11246	25.13	
(57)	Golden Falcon, Mumbai MH/399	24.83	
(58)	Jhalani Tools MH/19443	23.28	
(59)	CLEA Advertising Now Shivraj Find Art & Litho Works MH/3526	22.52	
(60)	Palghar Rolling Pvt.Ltd,Thane MH/17885	22.26	
(61)	XLO Machine Tools Ltd. MH/4768-A	20.97	
(62)	Sumeet Machines Pvt.Ltd MH/50278	18.71	
(63)	Industrial Research Institution, Mumbai-64 MH/2438	18.29	
(64)	Deigaoga Sah Sakhar Karkhana Limited MH/19247	17.58	
(65)	Richardson & Curdas (I) Ltd., Mumbai MH/16496	16.56	
(66)	Porwal Pulp & Paper Mills Ltd MH/23757	16.22	
(67)	Hindustan Equipment Suppliers MH/626	16.14	
(68)	Jaikisan Sah Sakhar Karkhana Ltd MH/61784	15.92	
(69)	Sion George P.Ltd MH/9258	15.65	
(70)	Sett Woolen Jalgaon MH/35685	15.63	
(71)	Phoenix Mills Limited MH/157	14.71	
(72)	Podar Processors MH/5026	14.55	
(73)	Kishoo Mills P.Ltd. MH/11399	14.38	
(74)	Ravlan Pen Co. Ltd. MH/24354	14.16	
(75)	Subash Samudayik MH/30650	13.84	
(76)	Armilon Dyeing Pvt. Ltd., MIDC,Kalyan MH/18070	13.32	
(77)	Bush India Limited, Thane MH/13080	13.28	
(78)	Indo French Times MH/7116	13.12	
(79)	Hindustan Aeronautics MH/8266	13.05	
(80)	Nasik Edu.Soc.Madhyamik Vidyalaya, CIDCO MH/50633	12.93	
(81)	Basant Allied Steel Ind. Tarapur MH/18378	12.78	
(82)	Fuid Air India Limited MH/19469	12.65	
(83)	Tigrania Metal & Steel Co. MH/11436	12.58	
(84)	API Limited, Aurangabad MH/12707	12.36	
(85)	P.K.Porwal Bidi Mfg. Co., Nagpur MH/17334	12.31	
(86)	Elphionstone Mills MH/108	12.23	
(87)	Ellora Silk Mills P. Ltd. MH/2183	12.11	
(88)	OSC Engineering, Pune MH/20711	11.59	
(89)	Loknete Vihire Madhamik Vidyalaya MH/50627	10.94	
(90)	Jalgaon Cotton Growers Co-op Spg.Mill Ltd MH/14289	10.78	
(91)	Atlantic Spg. & Wvg. Mills, Goa MH/9874	10.74	
(92)	Jaifabs Textile MH/768	10.36	
(93)	Pitale Tractors P.Ltd MH/19293	10.32	5,110.04
	NORTH EASTERN REGION		
(1)	Brahmaputra Sugar Mfg. Co.Ltd., Baruabamungaon, Golaghat AS/219	74.29	

(2)	Associated Industries Assam Spg. Unit, Chandrapur, Guwahati AS/644	33.44	
(3)	Nagaland State Co-op Marketing & Consumers Fedn.Ltd., Dimapur AS/900	15.48	
(4)	Assam Small Industries Dev. Corpn.,Bamunimaidan, Guwahati-21 AS/403	13.48	136.69
	ORISSA		
(1)	Divisional Manager, OSRTC, Berhampur, Ganjam OR/87	333.83	
(2)	Bhaskar Textile Mills, Jhursuguda, Dt. Sambalpur OR/655	194.89	
(3)	Baripada Spinning Mill, Baripada, Dt. Mayurbhan OR/3115	73.48	
(4)	Orissa Cotton Mills, Bhagatpur, Dt. Cuttack OR/22	65.08	
(5)	Chairman-cum-Manging Director, OSCTC,Cuttack OR/440	57.16	
(6)	Aska Spinning Mills, Aska Dt. Ganjam OR/4316	53.06	
(7)	Sonepur Spinning Mill, At/PO Dt. Sonepur OR/3164	52.91	
(8)	Executive Engineer, Field Machinery Division, Pargjang, Dhenkanal OR/2437	50.26	
(9)	Bargarh Elec. Division, Dt. Bargarh OR/1043	49.12	
(10)	Shree Durga Glass (P)Ltd, Barang, Dt. Cuttack OR/64	37.38	
(11)	DTM, OSRTC, Badambadi, Cuttack OR/1361	32.24	
(12)	Executive Engineer, Head Works Divn., Rengali Irr. Divn, Dt. Dhenkanal OR/2029	24.43	
(13)	Sarala Weavers Co.op Spinning Mills, Nausira, Dt. Jagatsinghpur OR/3520	22.44	
(14)	Executive Engineer, Deo Canal Division, Rairangpur, Dt. Mayurbhanj OR/1919	22.28	
(15)	Executive Engineer, Upper Kolab Head Works Div, Kolabnagar.Koraput OR/2987	20.89	
(16)	Utkal Weavers Co-op Spining Mills Ltd., Mukunda Prasad, Dt. Khurda OR/2063	20.53	
(17)	Orissa Textile Mills, Choudwar, Cuttack OR/1	18.89	
(18)	Executive Engineer, Right Canal Div., Rengali OR/2438	17.21	
(19)	District Transport Manager,OSRTC,Bhawanipatna, Dt. Kalahandi OR/1351	16.13	
(20)	Sundergarh Elec. Division, Sundergarh OR/1044	15.75	
(21)	Berhampur Central Co.Op. Bank, Berhampur, Dt. Ganjam OR/434	15.50	
(22)	District Transport Manager,OSRTC,Bhubaneswar, Dt. Khurda OR/88	14.57	
(23)	Rourkela Elec. Divn, Rourkela Dt. Sundergarh OR/732	13.37	
(24)	United Puri Nimapara Central Co.op. Bank, Puri OR/4554	12.73	
(25)	Eastern Media (P) Ltd, Nayapalli, Bhubaneswar OR/3485	12.62	
(26)	CRO & Quality Control Officer, QC& RD, Jojra, Dt. Cuttak OR/1982	11.99	
(27)	Kalinga Weavers Co.op Spinning Mills Ltd,Govindpur Dt. Dhebkanal OR/1833	10.60	
(28)	Rajgangpur Elec. Division, Rajgangpur, Dt. Sundergarh OR/227	10.36	1,279.70
	PUNJAB		
(1)	Charistian Medical College Ludhiana PN/5278	154.75	
(2)	Food Corporation of India, Rajpura PN/12777	110.11	
(3)	Food Corporation of India, Talwandi Bhai PN/12589	87.12	

(4)	Food Corporation of India, Jagraon PN/12696	80.32	
(5)	Auto Piston Mfg. Co., Amritsar PN/1748	54.13	
(6)	Food Corporation of India, Mullanpur PN/12700	49.94	
(7)	Food Corporation of India, Jalalabad PN/12584	46.38	
(8)	Food Corporation of India PN/12777	44.16	
(9)	Food Corporation of India, Doraha PN/12694	37.42	
(10)	Food Corporation of India, Rajkot PN/12701	32.66	
(11)	Food Corporation of India, Bhawanigarh PN/12602	20.83	
(12)	Food Corporation of India, Gobindgarh PN/12773	17.88	
(13)	Food Corporation of India, Sirhind PN/12779	17.52	
(14)	HP Agro Industries Packaging Ltd., Shimla PN/11637	16.48	
(15)	Food Corporation of India, Dharamkot PN/12590	15.72	
(16)	Prontos Steering, Parwanoo PN/10608	15.45	
(17)	Food Corporation of India, Laduka PN/12587	15.18	
(18)	Partap Steel Rolling Mills, Chherata, Aamritsar PN/199	14.98	
(19)	MOI Engineers Ltd., Mohali PN/2572	13.91	
(20)	Punjab Spinning & Weaving Mills, Bhatinda PN/5298	13.82	
(21)	Food Corporation of India, Khanna PN/12692	13.67	
(22)	Punjab Housing Development Corpn., Ludhiana PN/5851	12.65	
(23)	Daya Nand Medical College, Ludhiana PN/4293	12.55	
(24)	Guru Nanak College, Ferozepur Cantt PN/8345	10.15	
(25)	Food Corporation of India, Ludhiana PN/12702	10.04	917.82
RAJASTHAN			
(1)	Avas Vikash Sansthan, Jaipur RJ/5723	635.66	
(2)	MREC College, Jaipur RJ/6759	357.65	
(3)	Engineering College, Kota RJ/5175	228.80	
(4)	Engineering College, Kota RJ/5175	107.17	
(5)	Kanodiya Mahila Vidyalay, Jaipur RJ/3159	67.02	
(6)	Adarsh Vidya Mandi, Jaipur RJ/3098	58.74	
(7)	Perfect Thread Mills, Udaipur RJ/3962	58.63	
(8)	Jaipur Udhyog, Swaimadhopur RJ/25	46.08	
(9)	Silver Wing Roadways, Jaipur RJ/1661	41.67	
(10)	Maheshwari Hr. Sec. School, Jaipur RJ/3209	31.14	
(11)	Adarsh Vidya Mandi, Jaipur RJ/3098	30.66	
(12)	Jaipur File Carpet, Jaipur RJ/5563	29.86	
(13)	J.K. Tyre Cord., Kota RJ/1719	23.20	
(14)	Suzuki Processors Limited, Bhilwara RJ/7820	22.79	
(15)	Jaipur Dairy Plant, Jaipur RJ/2052	22.61	
(16)	J.K. Acrylics Kota RJ/3568	21.24	
(17)	Shri Ram Fertilisers, Kota RJ/337	20.92	
(18)	Popular Art Place, Jaipur RJ/4400	20.84	
(19)	Shri Ganganagar Co.op Bank, Sriganganagar RJ/3679	18.97	
(20)	Rampur Engineering Co. Ltd., Bhiwadi RJ/3896	18.94	

(21)	Bharatpur Central Co.op Bank Ltd., Bharatpur RJ/3663	18.62	
(22)	Raj Explosive & Chem. Ltd., Dholpur RJ/2771	18.16	
(23)	Saini Hr. Sec. School, Alwar RJ/3394	17.45	
(24)	LBS College, Jaipur RJ/3083	17.29	
(25)	Sehtia Girls College RJ/5029	17.29	
(26)	Jaipur Spng. & Wvg. Mill, Jaipur RJ/12	17.24	
(27)	Perfect Thread Mills, Udaipur RJ/3962	16.25	
(28)	Khandelwal Vaish Hr. Sec. School, Jaipur RJ/3052	14.13	
(29)	Ganganagar Bricks Co., Jaipur RJ/5762	14.13	
(30)	J.K.Udaipur Udyog Limited, Udaipur RJ/1548	14.05	
(31)	Happy Hr. Sec. School, Alwar RJ/3397	13.41	
(32)	Veer Balika Mahavidyalaya RJ/3075	13.08	
(33)	Arorvansh Sr. Hr. Sec. School, Sri Ganganagar	12.45	
(34)	East Suket, Kota RJ/468	12.41	
(35)	LBS College, Jaipur	12.03	
(36)	Jaipur Udhog, Swaimadhopur RJ/53	11.41	
(37)	Adarsh Bricks Co., Jaipur RJ/4295	11.23	
(38)	Mahila Ashram Shikshan Sanasthan, Bhilwara RJ/3201	10.92	
(39)	West Suket, KOTA RJ/469	10.76	
(40)	Raghunath Sr. Sec. School, Churu RJ/7237	10.70	
(41)	Engineering College, Kota RJ/5175	10.05	2,155.65
TAMIL NADU			
(1)	Mahalakshmi Textiles Limited, Madurai TN/159	66.86	
(2)	Dhanalakshmi Mills Limited, Tiruppur TN/48	66.29	
(3)	Mettur Textiles Inds. Mettur TN/16403	59.32	
(4)	Trichy Distt. Co.op Spg. Mills Ltd., Trichy TN/5562	52.94	
(5)	Periyar Dist. Co.op Spg. Mills Ltd., Salem TN/5544	44.87	
(6)	South Arcot Dist. Co-op Spg. Mills Ltd., Trichy TN/5589	35.21	
(7)	Madurai Dist. Co.op Spg. Mills Ltd., Madurai TN/5518	33.91	
(8)	KRA Khuddus Chippi Beedi, Trichy TN/9743	31.43	
(9)	Radhakrishna Mills, Coimbatore TN/65	30.07	
(10)	Samasundaram Mills, Coimbatore TN/53	27.76	
(11)	Agricultural College & Res. Station, Madurai TN/8308	26.97	
(12)	Jadi Beedi Co. Trichy TN/9739	26.07	
(13)	SM Noordeen & Co., Trichy TN/6817	18.23	
(14)	MSN Sundaram Pillai & Co., Trichy TN/824-B	17.65	
(15)	Sundram Spg. Mills, Salem TN/1117	17.48	
(16)	Vasanth Mills, Coimbatore TN/72	16.77	
(17)	Sudarsan Chits, Chennai-14 TN/10906	16.71	
(18)	Tiruppur Cotton Mills, Tiruppur TN/1046	15.75	
(19)	Sudarsan Finance Corpn., Chennai-18 TN/11348	15.65	
(20)	Madhu Spg. & Weaving Mills, Coimbatore TN/1226	15.28	
(21)	DAV Boys Sr. Sec. School, Chennai-86 TN/15872	15.27	

(22)	Sivananda Mills, Coimbatore TN/337	14.73	
(23)	903 Steam Beedi Co., Trichy TN/9742	14.48	
(24)	T.S.Swamy & Co. Sun-Brand Beedi Mfg. TrichyTN/9736	13.58	
(25)	Kaleeswara Mills 'A' Unit, Coimbatore TN/52	13.37	
(26)	Kalaivanar Silk Handloom Weavers Coopt Socity, Kumbakonam TN/27167	12.06	
(27)	Thirubuvanam Cholan Silk Handloom Weavers Prodn & Sales Society Tirubuvanam TN/27117	12.05	
(28)	Malliseri Beedi Works, Tirunelveli TN/20204	11.78	
(29)	TP Sokkalal Ram Sait Factory, Tirunelveli TN/9685	11.28	
(30)	RAV Textiles Sulur, Tiruppur TN/25875	10.63	
(31)	Madras Motor Finance & Guarantee Co., Chennai TN/8599	10.59	
(32)	Bharathi Mills, Pondy TN/PC/2	10.21	785.25
UTTAR PRADESH			
(1)	BIC, Kanpur UP/39	503.82	
(2)	Swadeshi Cotton Mills, Kanpur UP/12	426.62	
(3)	New Victoria Mills, Kanpur UP/ 9	425.09	
(4)	Muir Mills Co., Kanpur UP/8	381.67	
(5)	Laxmi Rattan Cotton Mills, Kanpur UP/15	364.53	
(6)	Betwa River Board, LalitpurUP/3582	274.46	
(7)	Atherton Mills, Kanpur UP/18	227.60	
(8)	M/s Swadeshi Cotton Mills, Naini., UP/1148	184.35	
(9)	Associated Journals Lucknow UP/336	156.54	
(10)	Ajudhia Sugar Mills, Moradabad UP/203	149.27	
(11)	Modi Carpet, Raibareilly UP/5325	92.56	
(12)	UP Instruments, Lucknow UP/413	89.71	
(13)	Vikram Textiles Lucknow UP/4429	86.76	
(14)	UP State Sugar Corp. Maholi UP/174	79.14	
(15)	Magnesite & Minerals, Pithoragarh UP/7018	66.12	
(16)	Lord Krishna Textile, Saharanpur UP/162	61.70	
(17)	UP State Sugar Corporation Burhwal, Barabanki UP/222	55.65	
(18)	M/s U.P.S.R.T.C., Azamgarh, UP/843	55.00	
(19)	Globe Engg (P) Ltd, Ghaziabad UP/319	51.78	
(20)	Sitapur Plywood, Sitapur UP/495	47.84	
(21)	Belwel Spinning Mills, Kashipur UP/14481	46.03	
(22)	UP Carbide UP/16430	45.42	
(23)	Tiger Hardware, Aligarh UP/920	43.35	
(24)	Bagpat Cooperative Sugar Mills, Bagpat UP/1602	43.00	
(25)	Sitapur Katai Mills, Sitapur UP/15355	42.71	
(26)	Elgin Mills Co. No. II, Kanpur UP/863	40.69	
(27)	Himalayan Magnisiste, Pithoragarh UP/7016	35.88	
(28)	UPSRTC, RM Office, Agra UP/794	34.13	
(29)	Raibareilly Textiles UP/4848	34.11	
(30)	Foremost Industries Limited, Saharanpur UP/4040	34.05	

(31)	M/s Khalilabad Sugar Mills, Sant Kabir Nagar, UP/189	31.67	
(32)	Punjab Fibres Ltd., Noida UP/17371	30.71	
(33)	Modi Telefibres Ltd., Ghaziabad UP/11947	29.41	
(34)	UP Sahkari Katai Mills, Bahori UP/14197	28.28	
(35)	M/s U.P. State Sugar Corporation, UP/179	26.43	
(36)	M/s Ratna Sugar Mills, Jaunpur, UP/207	25.25	
(37)	Bijli Cotton Mills UP/4	22.92	
(38)	M/s U.P.S.R.T.C. Dohrighat, UP/6164	22.09	
(39)	M/s U.P.S.R.T.C., Allahabad, UP/1429	21.32	
(40)	Premier Vinyl Flooring Ltd., Bulandshare UP/14616	20.95	
(41)	Bhagwan Dass Shobha Lal, Farukhabad UP/3426	20.93	
(42)	Sear Sale Chemicals UP/5619	19.67	
(43)	M/s Krishna Sahkari Chini Mills, Azamgarh, UP/6156	19.66	
(44)	M/s Monia Beeds Pvt. Ltd., Varanasi UP/12412	19.64	
(45)	Venus Cement UP/14479	19.27	
(46)	Indana Food Industry, Ghaziabad UP/17212	19.11	
(47)	UPSRTC, Hardwar UP/737	18.44	
(48)	Moradabad Spg. Wvg. Ltd., UP/1699	18.43	
(49)	Parag Oil Mills, Aligarh UP/2499	18.09	
(50)	UPSRTC Workshop UP/504	17.68	
(51)	M/s U.P. State Sugar Corporation, Gonda, UP/172	17.28	
(52)	UPSRTC, Lucknow UP/768	15.16	
(53)	Neelanchal Investment India Limited, Allahabad UP/12165	15.11	
(54)	M/s U.P.S.R.T.C., Pratapgarh, UP/862	15.02	
(55)	M/s Auto Tractors Ltd., Pratapgarh UP/811	14.21	
(56)	UP State Agro Industrial Industry, Lucknow UP/420	13.88	
(57)	Sumac International, Lucknow UP/7635	13.86	
(58)	M/s U.P.S.R.T.C. Varanasi, UP/1428	13.80	
(59)	M/s U.P.S.R.T.C., Varanasi, UP/513	13.32	
(60)	M/s U.P. State Sugar Corporation, Chhitani, UP/218	12.73	
(61)	Indodan Industry, Muzaffarnagar UP/2431	12.63	
(62)	UP Sahkari Katai Mills UP/15285	12.22	
(63)	UPSRTC, Mathura UP/799	12.02	
(64)	Institute of Toolroom training, Lucknow UP/6791	11.97	
(65)	Mahanagar Boys School, Lucknow UP/15466	11.86	
(66)	M/s U.P.S.R.T.C., Allahabad, UP/6964	11.63	
(67)	UPSRTC, Hathras UP/800	11.43	
(68)	Swastik Plywood Industries, Ghaziabad UP/13201	11.39	
(69)	Nagrath Paints, Kanpur UP/1555	11.36	
(70)	UPSRTC Workshop, Dehradun UP/1281	11.16	
(71)	M/s U.P.S.R.T.C., Dohrighat, UP/6164	11.06	
(72)	Dil Pasand Bidi Co. Farukhabad UP/13522	10.95	
(73)	M/s Swadeshi Cotton Mills, Mau, UP/3981	10.08	4,923.66
WEST BENGAL			
(1)	Bengal Fine Spinning & Weaving Mills WB/350	95.48	

(2)	Wool Chambers of India WB/9744	94.35
(3)	The Jugantar Limited, Calcutta WB/1265	88.28
(4)	Mohini Mills Limited, Calcutta WB/106	85.75
(5)	Arati Cotton Mills, Howrah WB/124	84.45
(6)	National Instrument, Calcutta WB/1752	83.08
(7)	Premchand Jute Mills, Howrah WB/91A	81.84
(8)	India Paper Pulp, Calcutta WB/158	77.34
(9)	Banga Sree Cotton Mills Sukhchar WB/104	71.00
(10)	Dumber Mills Ltd. WB/99 & 100	67.14
(11)	Hooghly Dock & Port WR/229	65.88
(12)	Sodepur Cotton Mills, Sodeput WB/613	60.53
(13)	RBL Limited, Howrah WB/10129	60.24
(14)	Kanoria Industries, Hooghly WB/1916	53.32
(15)	Jyoti Weaving Fty Mills, Calcutta WB/108	51.62
(16)	Burn Standard Wagon, Calcutta WB/216	50.68
(17)	NBSTC WB/11092	49.75
(18)	Bowreah Cotton Mills, Howrah WB/118	468.39
(19)	Bengal Chemicals & Pharmaceutical Ltd, Calcutta WB/556,1127 & 1661	45.75
(20)	The State Fisheries Dev. Corpn Ltd., Calcutta WB/12781	45.73
(21)	Universal Heavy Mechanical, Sarani, Calcutta WB/14873	44.88
(22)	NTPC Limited WB/26237	431.61
(23)	The Amrita Bazar Patrika, Calcutta WB/1267	418.25
(24)	Sree Engg. Products WB/8223	41.32
(25)	Usha Atlas Hydraulic Equipment Ltd. WB/16564	32.00
(26)	Favourite Small Investment, Calcutta WB/16165	292.08
(27)	Indian Cord Board Ind. WB/9510	27.54
(28)	Associated Acslry Ind. Ltd., Calcutta WB/276	24.51
(29)	Bharat Ophthalmic Glass WB/11930	23.70
(30)	Smith Stanishtreet Pharmaceuticals Limited, Calcutta WB/1128	23.68
(31)	Angelo Brothers, Jagatdal WB/1163	23.53
(32)	Bharat Jute Mills, Dasnagar WB/94	22.53
(33)	Beni Limited, Calcutta WB/439	22.28
(34)	Containers & Caps Limited WB/366	21.69
(35)	Machinery Mfg. Corpon., Ltd. WB/437 & 6003	21.58
(36)	Tyre Corporation of India, (Trust-I) Calcutta WB/623 & 5772	207.20
(37)	Empire Jute Mills, Talpukur WB/26	206.06
(38)	Janapriya Finance Industrial Investment, Calcutta WB/18844	20.00
(39)	Rampuria Cotton Mills, Hooghly WB/113	199.92
(40)	The Small Tools Mfg. Calcutta WB/593	190.50
(41)	Aluminium Mfg. Co. 2, Juges Road, Calcutta WB/353	19.15
(42)	SCIL (I) Ltd., Calcutta WB/9608	186.14
(43)	Bengal Laxmi Cotton Mills, Hooghly WB/112	185.03
(44)	Sulekha Works (P) Ltd., Calcutta WB/1292	18.95
(45)	Indo Japan Steel, Calcutta WB/12201	179.32
(46)	Sree Durga Cotton Mills, Hooghly WB/166	17.31

(47)	Ancilliary Suppliers (P) Ltd WB/12323	16.28	
(48)	Indian Standard Wagon , Calcutta WB/346 & 6029	15.58	
(49)	Bengal Salt & Co. Ltd. WB/11741	15.56	
(50)	SCIL (I) Ltd , Calcutta WB/9608	15.39	
(51)	Bajrang Electric Steel (P) Ltd., Howrah WB/177	14.28	
(52)	Laxmi Narayan Cotton Mills, Hooghly WB/396	138.46	
(53)	Mahalaxmi Cotton Mills, Howrah WB/101	135.69	
(54)	Bengal Fine Spinning & Weaving Mills WB/12368	121.10	
(55)	Basumati Corporation Ltd., CalcuttaWB/1272	12.90	
(56)	Hindustan Small Tools (P) Ltd Calcutta WB/5846	17.70	
(57)	Tecalemit India Limited WB/7767	12.40	
(58)	Tyre Corporation of India (Trust-II), Calcutta WB/11692	116.84	
(59)	Central Cotton Mills, Howrah WB/542	110.19	
(60)	Ityadi Parkashni, CalcuttaWB/16038	11.94	
(61)	Aluminium Cables & Conductors (P) Ltd. Calcutta WB/5870	11.81	
(62)	AKG Machine Ind. Calcutta WB/23989	11.21	
(63)	Brithwait & Co. Ltd., Calcutta WB/208 & 369	106.07	
(64)	Bengal Textile & Manindra Mills WB/3372 & WB/132	102.70	
(65)	Agarwal Chemicals WB/12125	10.99	
(66)	East Asia Skin Industries, Calcutta WB/14558	10.59	
(67)	Sur Enamel & Stamping , Calcutta WB/250	10.56	
(68)	Eastend Paper Ind. Hooghly WB/12317	10.53	
(69)	G.K.Khemka Chest Clinic & Hospital, Calcutta WB/14432	10.36	
(70)	Mining & Allied Mechanical Engg. Corp. Ltd WB/10966	1,513.97	
(71)	Jessop & Co. Ltd., Calcutta WB/5144	1,453.10	8,682.56
	GRAND TOTAL :	35,628.84	35,628.84

APPENDIX -A.5

LIST OF DEFAULTING EXEMPTED ESTABLISHMENTS - RUPEES TEN LAKH OR MORE
 [Including Provident Fund amount not transferred to respective Boards of Trustees, Pension
 & E.D.L.I. Contribution, Inspection charges and Penal damages] [Rs. in lakhs]

Sr. No.	Name of the Exempted Establishment	Amount in Default	Total in the region
(1)	(2)	(3)	(4)
ANDHRA PRADESH			
1	Praga Tools Limited, Hyderabad AP/144	245.20	
2	H.M.T. Limited, Machine Tools Division, Jeedimetla AP/3071	243.28	
3	H.M.T. Limited, Lamp Division, Jeedimetla AP/3071A	119.03	
4	APSIDC Limited, Sanath Nagar, Hyderabad AP/18615	39.57	
5	I.D.P.L. Limited, Balanagar, Hyderabad AP/3107	130.90	
6	Hyderabad Allwyn Limited, Hyderabad AP/182	131.87	
7	Tungabhadra Industries Limited, Kurnool AP/50	15.78	
8	A.P.H.M.E.L. Kondapalli, Krishna (Dt.) AP/5864	44.99	970.62
BIHAR			
1.00	H.E.C., Ranchi	2,116.89	
2	Electric Equipment Factory, Ranchi BR/2225	10.69	2,127.58
GUJARAT			
1	The Gaekwar Mills Limited, Bilimora GJ/319	51.63	
2	Gujarat Institute of Area Planning GJ/13913	10.48	62.11
HARYANA			
1	Indian Drugs & Pharmaceuticals Limited, Gurgaon HR/3095	963.84	963.84
KARNATAKA			
1	H.M.T. Limited, Machine Tool Division, Bangalore KN/873	188.20	
2	H.M.T. Limited, Watch Factory, Bangalore KN/873	339.92	
3	Mysore Electricals Industries Limited, Bangalore KN/26	62.70	590.82
KERALA			
1	Aluminium Industries, Kundra, Quilon KR/15	78.79	
2	Agro Industries, Quilon KR/2985	23.77	
3	Travancore Rayans KR/16	42.00	
4	Transformers and Electricals Limited, Angamally KR/2551	45.00	189.56
MADHYA PRADESH			
1	Burhanpur Tapti Mills, Burhanpur MP/77	59.78	
2	Burn Standard Limited, Katni, Jabalpur MP/1121	16.74	
3	Bhilai Refractories Plant, Bhilai MP/4307	14.83	91.35

(1)	(2)	(3)	(4)
MAHARASHTRA			
1	Laxmi Vishnu Textile Mills, Solapur MH/348	323.65	
2	Hindustan Antibiotics Limited, Pimpri, Pune MH/1459	287.26	
3	QSC Engg. Singhad Road, Pune MH/20711	11.59	
4	Maharashtra State Co-op Market Fedn. MH/6454	27.92	
5	Finlay Mills MH/109	41.32	
6	Gold Mohur Mills MH/110	35.41	
7	Western India Spg. Wvg. Mills MH/187	21.23	
8	Kamani Tubes Limited MH/5291	53.00	
9	Khandesh Spg. & Wvg. Mills MH/329	17.59	
10	Model Mills MH/3502	156.20	
11	Akola Oil Mills MH/3515	14.83	990.00
RAJASTHAN			
1	Rajasthan State Electricity Board, Jaipur RJ/330	52.02	
2	R.S.B.C.C.Ltd., Jaipur RJ/2993	860.52	
3	National Thermal Power corporation, Kota RJ/6838	26.24	938.78
TAMIL NADU			
1	Tamil Nadu Civil Supplies Corporation TN/8427	127.01	
2	Sree Meenakshi Mills Limited, Madurai TN/178	66.33	
3	Madras Refineries Limited, Chennai. TN/4683	81.71	
4	Salem Steel Plant, Salem TN/7694	46.91	
5	Indian Drugs & Pharmaceuticals Ltd. Chennai TN/5573	10.62	332.58
UTTAR PRADESH			
1	U.P.Tyre & Tubes, Raibareilly UP/11828	14.05	
2	ONGC, Dehradun UP/1261	2,166.00	
3	J.K.Jute Mills, Kanpur UP/22	38.96	
4	Rampur Distillery, Rampur UP/379	33.01	
5	Triveni Structurals Limited, Naini UP/3761	383.72	
6	Allahabad Patrika Pvt. Limited, Allahabad UP/338	64.10	
7	Govind Nagar Sugar Mills, Basti UP/183	31.67	
8	U.P.Drugs & Pharmaceuticals Co. Lucknow UP/7672	97.51	
9	Garhwal Mandal Vikash Nigarm, Dehradun UP/6175	45.93	2,874.95

(1)	(2)	(3)	(4)
WEST BENGAL			
1	Megna Jute Mills Ltd, Calcutta WB/35	538.40	
2	Angus Co. Ltd, 3, Clive Row Calcutta WB/63	787.11	
3	Budge Budge Co. Ltd, Calcutta WB/1	127.49	
4	Victoria Jute Co. Ltd., Calcutta WB/62	823.55	
5	Nuddea Mills Limited WB/	591.82	
6	Kanknarrah Co. Ltd., Calcutta WB/15	397.69	
7	Eastern Mfg. Co. Ltd., Calcutta WB/354	32.92	
8	Baranagar Jute Factory, Calcutta WB/2	579.95	
9	Agarpara Co. Ltd., Calcutta WB/37	210.95	
10	Shyam Nagar Jute Co. Ltd., Calcutta WB/64	783.76	
11	The Kelvin Jute Co. Ltd., Calcutta WB/23	519.00	
12	Titagarh Jute Co. Ltd., Calcutta WB/388	773.11	
13	Gouri Pore Co. Ltd., Calcutta WB/7	267.17	
14	New Central Jute Mills, Calcutta WB/49	1,387.34	
15	Anglo India Jute Mills, Calcutta WB/12	44.52	
16	Kanoria Jute Ind. Ltd., Calcutta WB/97	107.47	
17	Kamarhati Co. Ltd., Calcutta WB/17	114.23	
18	Caledonian Jute & Ind. WB/	75.02	
19	Howrah Mills Co. Ltd., Calcutta WB/76	44.97	
20	N.J.M.C.(National) Sankrali, Howrah WB/78	1,336.16	
21	N.J.M.C (Kinnison) WB/48	551.79	
22	N.J.M.C. Unit-Union WB/8	171.12	
23	N.J.M.C. Unit Alexandra WB/46	237.17	
24	N.J.M.C. Unit-Khardah WB/1143	391.68	10,894.39
	GRAND TOTAL	21,026.58	21,026.58

**INVESTMENT PORTFOLIO, E.P.F. [MAIN ACCOUNT] HOLDING
AS ON 31ST MARCH, 1998(FACE VALUE)**

APPENDIX - S.1(i)

[Rs. IN LAKHS]

R A T E O F I N T E R E S T

Category of Investment	3%	5.50%	5.75%	6%	6.25%	6.50%	6.75%	7%	7.25%	7.50%	8%	8.25%	8.75%	9%	9.50%
Central Loan		3604.09	25176.26	265.20	1.41	492.90	256.39	241.92		2895.90	152.22	0.02	16.48	114.71	781.46
STATE GOVERNMENT SECURITIES															
Andhra Pradesh														906.31	
Assam														45.00	
Bihar														137.64	
Goa															
Gujarat													37.07	972.57	
Haryana													0.10	299.00	
Himachal Pradesh														148.25	
Jammu & Kashmir														95.30	
Karnataka														100.82	
Kerala														544.51	
Madhya Pradesh													209.08	110.00	
Manipur														45.80	
Maharashtra													188.22	893.42	
Mizoram															
Meghalaya														10.00	
Nagaland													204.64	160.00	
Orissa														697.75	
Punjab														70.94	
Rajasthan													9.01	403.38	
Sikkim															
Tamil Nadu													6.73	54.68	
Tripura														10.00	
Uttar Pradesh														2889.78	
West Bengal													5.26	117.08	
State Govt. Guaran. Secur.	0.25					175.75			7.00	30.80			1638.15	3810.35	
Public Sector Financial Institution															
Special Deposit Scheme															
Post Office Time Deposit															
TOTAL :	0.25	3604.09	25176.26	265.20	1.41	668.65	256.39	241.92	7.00	2926.70	152.22	0.02	2314.74	12637.29	781.46

**INVESTMENT PORTFOLIO, E.P.F. [MAIN ACCOUNT] HOLDING
AS ON 31ST MARCH, 1998 (FACE VALUE)**

[Rs. IN LAKHS]

R A T E O F I N T E R E S T

Category of Investment	9.75%	10%	10.25%	10.50%	10.75%	10.80%	11.00%	11.30%	11.50%	12.00%	12.30%	12.50%	12.57%	12.59%	12.75%	13.00%
Central Loan	9515.99	1784.78	7043.18	1000.00	0.20	1.39	1000.40	12991.54	10.65		1007.83			500.00		
STATE GOVERNMENT SECURITIES																
Andhra Pradesh	1008.01						280.92	101.15	26.20							475.48
Assam							91.00			659.20	946.87					327.53
Bihar	1838.07						200.00	1235.15		2300.70	1217.96					863.52
Goa																
Gujarat	238.53						223.61	10.38								
Haryana	1.50						6.45									369.92
Himachal Pradesh							17.50									1.00
Jammu & Kashmir	4.00									252.85						29.15
Karnataka	1703.14						1212.33	1.10								396.19
Kerala	972.04						370.25	1.15								435.22
Madhya Pradesh	150.41						23.10	3.80								155.40
Manipur							17.35									
Maharashtra	19.86						17.19	1.44								722.81
Mizoram																
Meghalaya																
Nagaland	467.50						10.00									
Orissa	564.52						225.05		239.58	226.80						808.81
Punjab							218.40	7.50								
Rajasthan	375.56						1.75									1043.60
Sikkim																
Tamil Nadu	1004.86						119.32	16.00	4.68		1.04					1049.68
Tripura	501.00						153.16									
Uttar Pradesh	3682.84						705.29	4.86	0.89	3302.50	11.00					2006.53
West Bengal	1691.79						529.88	2.41	0.12							630.23
Govt. Guaranteed Securities	12473.59						14913.82	7264.30	9.54		1564.46	77.70				1016.33
Public Sector Financial Institution											3900.00				1000.00	5500.00
Special Deposit Scheme									3084428.33							
Post Office Time Deposit								47.69								
TOTAL :	26697.22	9515.99	1784.78	7043.18	1000.00	0.20	19307.76	1000.40	21688.47	3084719.99	6742.05	8649.16	77.70	500.00	1000.00	15831.40

**INVESTMENT PORTFOLIO, E.P.F. [MAIN ACCOUNT] HOLDING
AS ON 31ST MARCH, 1998 (FACE VALUE)**

[Rs. IN LAKHS]

R A T E O F I N T E R E S T

Category of Investment	13.05%	13.25%	13.50%	13.65%	13.75%	13.80%	13.82%	13.85%	14.00%	14.25%	14.50%	14.75%
Central Loan	4710.00			1950.00		500.30	2000.00	18908.18	50292.00			
STATE GOVERNMENT SECURITIES												
Andhra Pradesh	1000.00				236.22			1000.00	2000.00			
Assam	100.00		873.60						2500.00			
Bihar	100.00		7509.45		3000.00			500.00	3200.00			
Goa									75.81			
Gujarat	200.00				1121.28			145.00	510.00			
Haryana												
Himachal Pradesh												
Jammu & Kashmir			101.00									
Karnataka					52.86				200.00			
Kerala					101.76			500.00	1219.95			
Madhya Pradesh	500.00		0.60		492.40			500.00	3500.00			
Manipur			489.00						500.00			
Maharashtra	2000.00		0.66		126.99			1727.00	400.05			
Mizoram			150.00									
Meghalaya									500.00			
Nagaland			625.00						500.00			
Orissa			100.00		752.60				2500.00			
Punjab									700.00			
Rajasthan	500.00							500.00				
Sikkim			57.00						500.00			
Tamil Nadu			5.28		1907.27				1500.00			
Tripura			684.00						500.00			
Uttar Pradesh	1000.00		2427.94		5500.00			1000.00	7380.05			
West Bengal					191.30			1000.00	3000.00			
Govt. Guaranteed Securities			3739.33		1500.00			1000.00	3701.00		2000.00	
Public Sector Financial Institution		11614.00	15121.40						13001.00	2878.60	13500.00	3000.00
Special Deposit Scheme												
Post Office Time Deposit												

APPENDIX - S.1(iv)

INVESTMENT PORTFOLIO, E.P.F. [MAIN ACCOUNT] HOLDING
AS ON 31ST MARCH, 1998 (FACE VALUE)

[Rs. IN LAKHS]

RATE OF INTEREST

Category of Investment	15.00%	15.20%	15.50%	15.75%	16.00%	16.50%	16.64%	16.75%	16.85%	17.50%	Total within the Category	Grand Total
Central Loan											147215.40	147215.40
<u>STATE GOVERNMENT SECURITIES</u>												
Andhra Pradesh											7034.29	
Assam											5513.20	
Bihar											22102.49	
Goa											75.81	
Gujarat											3458.44	
Haryana											676.97	
Himachal Pradesh											166.75	
Jammu & Kashmir											482.30	
Karnataka											3666.44	
Kerala											4144.88	
Madhya Pradesh											5644.79	
Manipur											1052.15	
Maharashtra											6097.64	
Mizoram											150.00	
Meghalaya											510.00	
Nagaland											1967.14	
Orissa											6115.11	
Punjab											996.84	
Rajasthan											2833.30	
Sikkim											557.00	
Tamil Nadu											5669.54	
Tripura											1848.16	
Uttar Pradesh											29911.68	
West Bengal											7168.07	117842.99
Govt. Guaranteed Securities	3521.80		2000.00	2100.00	8.89		8.00				62561.06	62561.06
Public Sector Financial Institution	4800.00	500.00	7775.00		37065.55	10000.00		13000.00	5000.00	0.30	147655.85	147655.85
Special Deposit Scheme											308428.33	308428.33
Post Office Term Deposit											47.69	47.69
TOTAL :	8321.80	500.00	9775.00	2100.00	37074.44	10000.00	8.00	13000.00	5000.00	0.30		

APPENDIX - S.2

**CASES OF LEVY OF DAMAGES UNDER ALL THREE SCHEMES
[UN-EXEMPTED SECTOR]
DURING THE YEAR 1997-98**

Rs. in lakhs

Region Name	Amount pending for realisation at the beginning of the year	Levied during the year	Total amount for realisation	Amount realised during the year	Amount pending for realisation at the end of the year.
(1)	(2)	(3)	(4)	(5)	(6)
Andhra Pradesh	300.82	291.04	591.86	165.51	426.35
Bihar	309.83	156.05	465.88	101.67	364.21
Delhi	43.27	79.62	122.89	36.05	86.84
Gujarat	301.05	106.46	407.51	32.78	374.73
Haryana	288.44	66.84	355.28	28.51	326.77
Karnataka	231.79	44.33	276.12	22.16	253.96
Kerala	158.62	93.61	252.23	108.09	144.14
Madhya Pradesh	316.06	142.54	458.6	15.56	443.04
Maharashtra	1791.18	125.07	1916.25	125.43	1790.82
NE Region	54.94	40.19	95.13	7.31	87.82
Orissa	306.51	135.92	442.43	59.96	382.47
Punjab	216.85	119.69	336.54	112.26	224.28
Rajasthan	242.18	55.83	298.01	108.5	189.51
Tamil Nadu	284.08	513.13	797.21	283.28	513.93
Uttar Pradesh	834.47	116.17	950.64	58.67	891.97
West Bengal**	1689.64	274.01	1963.65	**1761.97	201.68
TOTAL:	7369.73	2360.50	9730.23	3027.71	6702.52

* Revised

** The figures in the column amount realised during the year is provisional subject to adjustment in the next year.

APPENDIX

**EMPLOYEES' PROVIDENT FUND SCHEME, 1952
REVENUE RECOVERY CERTIFICATE
[UN-EXEMPTED SECTOR]
DURING THE YEAR 1997-98**

[Rs. in I

Region Name	Opening Balance		RRCs Issued during the year		Total RRCs for disposal		RRCs Disposed		RRCs Pending	
	Cases	Amount	Cases	Amount	Cases	Amount	Cases	Amount	Cases	Amount
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)
Andhra Pradesh	1948	755.4	990	519.68	2938	1275.08	555	270.94	2383	1004.14
Bihar	413	802.72	225	518.57	638	1321.29	106	194.31	532	1126.98
Delhi *	812	2026.46	210	36.72	1022	2063.18	266	1819.96	756	2046.24
Gujarat	364	1324.06	80	304.36	444	1628.42	105	230.32	339	1398.10
Haryana	852	1031.27	362	395.77	1214	1427.04	90	46.16	1124	1382.88
Karnataka	439	539.92	88	738.78	527	1278.7	106	124.57	421	1154.13
Kerala	385	315.54	528	424.01	913	739.55	398	444.91	515	291.64
Madhya Pradesh	1725	3157.72	309	902.35	2034	4060.07	257	587.05	1777	3477.12
Maharashtra	960	2939.53	428	859.45	1388	3798.98	445	727.95	943	3071.48
NE Region *	134	95.1	104	315.8	238	410.9	53	315.97	185	96.93
Orissa	512	860.77	396	795	908	1655.77	263	346.07	645	1311.70
Punjab	1499	547.4	151	225.43	1650	772.83	226	186.88	1424	581.52
Rajasthan	660	331.39	211	348.38	871	679.77	115	128.78	756	551.59
Tamil Nadu	1017	829.28	627	383.02	1644	1212.3	673	291.54	971	920.76
Uttar Pradesh	2717	3149.33	319	1812.49	3036	4961.82	102	1112.1	2934	3849.22
West Bengal	2528	14667.61	336	8124.15	2864	22791.76	91	1644.38	2773	21147.38
TOTAL:	16965	33373.5	5364	16703.96	22329	50077.46	3851	8471.89	18478	41605.57

* Revised

D:\ar97-98\app-s3.doc

APPENDIX - S.4

**PROSECUTION CASES - SECTION 14 OF EPF & MP ACT, 1952
FOR NON PAYMENT OF PROVIDENT FUND CONTRIBUTION
[UN-EXEMPTED SECTOR]
DURING THE YEAR 1997-98**

Region Name	Opening Balance 01.04.97	Cases launched during 1997-98	Total cases for disposal	Cases resulted in convic- tion	Cases acquitted /admoni- shed	Cases With- drawn	Cases Dis- charged	Total Cases Dis- posed	Cases pending as on 31.03.98	Pending for less than six months	Pending for six months to 1 years	Pending for 1 to 3 years	Pending for more than 3 years
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
Andhra Pradesh *	3820	206	4026	39	68	1	0	108	3918	142	586	970	2220
Bihar	7408	7	7415	0	0	0	0	0	7415	0	0	1875	5540
Delli	383	0	383	0	0	0	0	0	383	31	9	35	308
Gujarat	1434	21	1455	0	0	0	0	0	1455	21	0	35	1399
Haryana	1139	0	1139	0	0	0	0	0	1139	0	0	1139	0
Karnataka	1504	66	1570	83	60	23	17	183	1387	20	62	504	801
Kerala	203	121	324	78	0	11	3	92	232	52	53	108	19
Madhya Pradesh	3930	680	4610	144	0	0	0	144	4466	283	610	1355	2218
Maharashtra	3082	309	3391	2	26	27	4	59	3332	308	61	286	2677
NE Region	433	0	433	8	0	3	0	11	422	0	40	100	282
Orissa	356	81	437	0	1	0	1	2	435	81	0	0	354
Punjab *	537	28	565	32	0	0	0	32	533	12	13	182	326
Rajasthan	277	103	380	39	0	46	0	85	295	0	0	128	167
Tamil Nadu	954	183	1137	53	0	174	0	227	910	84	270	203	353
Uttar Pradesh	1627	29	1656	88	135	0	11	234	1422	0	198	934	290
West Bengal	7998	443	8441	581	59	5	38	683	7758	40	918	496	6304
TOTAL:	35085	2277	37362	1147	349	290	74	1860	35502	1074	2820	8350	23258

* Revised

APPENDIX - S.5
[PART-1]

**PROSECUTION CASES UNDER SECTION 406/409 OF INDIAN PENAL CODE
BEFORE THE POLICE AUTHORITIES
[UN-EXEMPTED SECTOR]
DURING THE YEAR 1997-98**

Region Name	FIR's Pending with the Police 01.04.97	FIR's filed with the Police [1997-98]	Cases dropped by Police	Challans filed by Police in Court	FIR's Pending with Police as on 31.03.98	FIR's pending with Police for last six months	FIR's pending for six months to one year	FIR's pending for more than one year
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Andhra Pradesh	86	43	1	1	127	44	20	63
Bihar	40	1	0	0	41	1	0	40
Delhi	172	2	130	0	44	15	14	15
Gujarat	212	11	0	0	223	4	7	212
Haryana	246	11	74	0	183	37	128	18
Karnataka	60	35	0	23	72	20	3	49
Kerala	48	42	0	0	90	8	18	64
Madhya Pradesh	345	37	0	0	382	17	35	330
Maharashtra	528	40	3	4	561	12	28	521
NE Region	2	0	0	0	2	0	0	2
Orissa	66	40	0	0	106	30	0	76
Punjab	39	8	5	0	42	8	0	34
Rajasthan	117	11	0	7	121	5	6	110
Tamil Nadu	178	143	1	8	312	129	135	48
Uttar Pradesh	417	8	137	0	288	3	12	273
West Bengal	3335	64	0	0	3399	52	49	3298
Total:	5891	496	351	43	5993	385	455	5153

APPENDIX – S.5
[PART-II]

**PROSECUTION CASES UNDER SECTION 406/409 OF INDIAN PENAL CODE
BEFORE VARIOUS COURTS
[UN-EXEMPTED]
DURING THE YEAR 1997-98**

Region Name	Pending before the Court [01.04.97]	Challans filed by Police in Courts	Complaints filed direct in Court	Total cases for disposal	Convicted	Acquitted	Discharged	Total Cases decided	Cases pending in Courts [31.03.98]	Cases pending for 6 months	Cases pending for 6 months to one year	Cases pending over 1 years
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Andhra Pradesh	9	0	0	9	0	0	0	0	9	0	0	9
Bihar	37	0	0	37	0	0	0	0	37	0	0	37
Delhi	0	0	0	0	0	0	0	0	0	0	0	0
Gujarat	93	0	0	93	0	0	0	0	93	0	0	93
Haryana	0	0	0	0	0	0	0	0	0	0	0	0
Karnataka	47	23	0	70	0	0	0	0	70	13	2	55
Kerala	18	0	0	18	0	0	0	0	18	0	0	18
Madhya Pradesh	11	0	0	11	0	0	0	0	11	0	0	11
Maharashtra	116	3	0	119	12	0	0	12	107	3	7	97
NE Region	21	0	0	21	0	0	0	0	21	0	0	21
Orissa	46	0	0	46	0	0	0	0	46	0	0	46
Punjab *	5	0	0	5	0	0	4	4	1	0	0	1
Rajasthan	18	7	0	25	0	0	0	0	25	0	5	20
Tamil Nadu	26	4	0	30	0	5	0	5	25	0	0	25
Uttar Pradesh	0	0	0	0	0	0	0	0	0	0	0	0
West Bengal	37	0	0	37	0	0	0	0	37	0	0	37
TOTAL:	484	37	0	521	12	5	4	21	500	16	14	470

* Revised

D:\ar97-98\app-s52.doc

**EMPLOYEES' PROVIDENT FUNDS SCHEME, 1952
SETTLEMENT OF PROVIDENT FUND CLAIMS
DURING 1997-98**

Region Name	Opening Balance as on 01.04.97	Cases received [1997-98]	Total workload	Cases Returned	Cases Rejected	Cases due for sanctioned	Cases disposed by way of sanction	Total Amount disbursed Rs. lacs	Cases disposed within one month	Cases disposed beyond one month	Closing Balance at the end of the year	Closing balance ratio
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Andhra Pradesh	811	130113	130924	19333	1261	110330	109698	12110.11	103496	6202	632	0.48
Bihar	1638	18752	20390	3388	165	16837	15996	2030.48	14817	1179	841	4.12
Delhi	504	102606	103110	11952	520	90638	90298	5980.58	77640	12658	340	0.33
Gujarat	13781	127752	141533	21575	487	119471	110083	20620.71	71884	38199	9388	6.63
Haryana	1230	59197	60427	8829	826	50772	49507	6157.29	40324	9183	1265	2.09
Karnataka	3826	156922	160748	30357	1151	129249	126729	9244.07	98479	28250	2511	1.56
Kerala	711	53897	54608	6834	589	47185	46225	7995.89	40620	5605	960	1.76
Madhya Pradesh	3994	65061	69055	15564	1418	52073	51350	8122.01	43544	7806	723	1.05
Maharashtra	14879	296708	311587	52096	1564	257927	239375	61190.97	208990	30385	18552	5.95
NE Region	1276	7913	9189	1478	149	7562	5688	1125.36	4329	1359	1874	20.39
Orissa	143	18818	18961	4158	623	14180	13186	3542.56	12622	564	994	5.24
Punjab	2414	84506	86920	14108	1609	71203	68713	9960.53	61988	6725	2490	2.86
Rajasthan	1092	47156	48248	10692	214	37342	35419	6346.58	25178	10241	1923	3.99
Tamil Nadu	1537	239845	241382	42291	3407	195684	193421	27957.06	188074	5347	2263	0.94
Uttar Pradesh	1312	68896	70208	14423	729	55056	53253	8952.28	47062	6191	1803	2.57
West Bengal	8617	73959	82576	14177	502	67897	56957	14971.68	40857	16100	10940	13.25
TOTAL:	57765	1552101	1609866	271255	15214	1323397	1265898	206308.16	1079904	185994	57499	3.57

APPENDIX - S.7

APPLICATIONS TRANSFERRED DURING THE YEAR 1997-98

Region Name	Opening Balance as on 01.04.97	Application received during 1997-98	Total Work-load	Cases returned for rectification	Cases rejected	Total appl. for disposal	Appl. settled	Appl. settled within one month	Appl. settled beyond one month	Cases pending at the close of the year	Closing balance ratio
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Andhra Pradesh	192	9609	9801	2305	320	7176	7021	6547	474	155	1.58
Bihar	238	1132	1370	354	43	973	708	535	173	265	19.34
Delhi	581	10949	11530	2294	69	9167	8547	7024	1523	620	5.38
Gujarat	480	10403	10883	2341	265	8277	6998	3368	3630	1279	11.75
Haryana	103	5600	5703	1181	126	4396	4214	3322	892	182	3.19
Karnataka	771	32658	33429	3973	170	29286	28822	26517	2305	464	1.39
Kerala	327	6255	6582	1114	137	5331	4877	4383	494	454	6.90
Madhya Pradesh	274	7657	7931	3545	647	3739	3601	2907	694	138	1.74
Maharashtra	2189	28284	30473	6228	349	23896	21672	19600	2072	2224	7.30
NE Region	296	355	651	251	26	374	289	195	94	85	13.06
Orissa	20	6612	6632	1308	551	4773	4615	4246	369	158	2.38
Punjab	208	6875	7083	1215	157	5711	5377	4692	680	334	4.72
Rajasthan	440	6715	7155	1668	48	5439	4770	3037	1733	669	9.35
Tamil Nadu	415	30920	31335	7810	1183	22342	21755	21102	653	587	1.87
Uttar Pradesh	295	14813	15108	4780	280	10048	9389	6599	2790	659	4.36
West Bengal	1727	9130	10857	1499	48	9310	6495	4208	2287	2815	25.93
TOTAL:	8556	187967	196523	41866	4419	150238	139150	118287	20863	11088	5.64

APPENDIX -

**EMPLOYEES' PROVIDENT FUND SCHEME, 1952
PARTIAL WITHDRAWAL GRANTED
DURING 1997-98**

Region Name	Opening Balance as on 01.04.97	Cases received [1997-98]	Total workload	Cases Returned	Cases Rejected	Cases due for sanctioned	Cases disposed by way of sanction	Total Amount disbursed Rs. lacs	Cases disposed within one month	Cases disposed beyond one month	Closing Balance at the end of the year	Clos balan rat
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Andhra Pradesh	279	39379	39658	7004	943	31711	31565	4442.18	28603	2962	146	0
Bihar	187	9815	10002	1385	58	8559	8375	3783.82	7983	392	184	1
Delhi	32	6327	6359	723	17	5619	5619	603.09	5054	565	0	0
Gujarat	275	22396	22671	3994	177	18500	17232	3994.34	11917	5315	1268	5
Haryana	76	10241	10317	1471	265	8581	8454	2356.96	6890	1564	127	11
Karnataka	556	32723	33279	5936	475	26868	26309	4343.64	22575	3734	559	1
Kerala	247	42898	43145	7002	660	35483	35000	4631.79	32578	2422	483	1
Madhya Pradesh	1166	24650	25816	5561	819	19436	19333	2987.56	16593	2740	103	0
Maharashtra	1660	68891	70551	15370	623	54558	51834	19716.55	48213	3621	2724	3
NE Region	400	8077	8477	1230	135	7112	6847	717.71	5882	965	265	3
Orissa	110	24958	25068	3608	278	21182	20825	2522.93	19840	985	357	1
Punjab	385	15593	15978	2425	379	13174	12849	2292.71	11420	1429	325	2
Rajasthan	89	11365	11454	2086	339	9029	8845	1204.03	6639	2206	184	1
Tamil Nadu	634	93892	94526	17112	2994	74420	71509	7919.45	69687	1822	2911	3
Uttar Pradesh	212	26370	26582	3496	348	22738	22338	1619.29	17391	4947	400	1.5
West Bengal	1680	27765	29445	4028	82	25335	22503	2088	13932	8571	2832	9
TOTAL:	7988	465340	473328	82431	8592	382305	369437	65224.05	325197	44240	12868	2.7

**EMPLOYEES' PROVIDENT FUND SCHEME, 1952
ISSUE OF ANNUAL STATEMENT OF ACCOUNTS TO SUBSCRIBERS
DURING 1997-98**

Region Name	Workload as on 01.04.97	Account Slips issued upto 1995-96	Account Slips issued upto 1996-97	Total A/c Slips issued during the year 1997-98 [3+4]	Account Slips pending due to Employers' fault	Account Slips pending due to other reason	Account Slips pending for issue on 31.03.98 [6+7]
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
Andhra Pradesh	1932919	133660	1629880	1763540	0	169379	169379
Bihar	925365	392420	108453	500873	224495	199997	424492
Delhi *	1570807	799318	362053	1161371	163774	245662	409436
Gujarat	2698346	956789	301381	1258170	581708	858468	1440176
Haryana	750312	299600	290010	589610	48209	112493	160702
Karnataka	1865732	534006	1121310	1655316	100873	109543	210416
Kerala	1435688	503526	345338	848864	317365	269459	586824
Madhya Pradesh	1223317	120426	1102891	1223317	0	0	0
Maharashtra	6978199	1881214	1493039	3374253	1993037	1610909	3603946
NE Region	309923	156257	89423	245680	64243	0	64243
Orissa	491682	33087	458595	491682	0	0	0
Punjab	2316662	911747	721302	1633049	471593	212020	683613
Rajasthan	1156313	247271	627135	874406	84814	197093	281907
Tamil Nadu	4515898	1300220	2153366	3453586	365617	696695	1062312
Uttar Pradesh	1639240	324482	876396	1200878	336548	101814	438362
West Bengal	1906127	739541	135816	875357	704498	326272	1030770
TOTAL:	31716530	9333564	11816388	21149952	5456774	5109804	10566578

* Revised

D:\AR97-98\app-s9

APPENDIX - S.10

**EMPLOYEES' PROVIDENT FUND SCHEME, 1952
ANNUAL STATEMENT OF ACCOUNTS TO MEMBERS
PENDING AS ON 31ST MARCH, 1998
PERIOD-WISE ANALYSIS**

Name of the - Region	Pending less than one year	Pending between one to two year	Pending beyond two years	Total slips pending as on 31.03.98
(1)	(2)	(3)	(4)	(5)
Andhra Pradesh	169379	0	0	169379
Bihar	269683	154809	0	424492
Delhi	307077	102359	0	409436
Gujarat	1321446	107114	11616	1440176
Haryana	139554	0	21148	160702
Karnataka	210416	0	0	210416
Kerala	584876	1948	0	586824
Madhya Pradesh	0	0	0	0
Maharashtra	3192301	411645	0	3603946
NE Region	50833	10250	3160	64243
Orissa	0	0	0	0
Punjab	571869	111744	0	683613
Rajasthan	237929	43978	0	281907
Tamil Nadu	1062312	0	0	1062312
Uttar Pradesh	438362	0	0	438362
West Bengal	1030770	0	0	1030770
TOTAL:	9586807	943847	35924	10566578

APPENDIX S.11			
CONTRIBUTION RECEIVED - FAMILY PENSION SCHEME, 1971 (upto 16.11.95)			
&			
EMPLOYEES' PENSION SCHEME, 1995 (from 16.11.95)			
Rs. in crores			
Year	Employees' & Employers' contribution	Government contribution	Total contribution received
1971-72	1.64	2.3	3.94
1972-73	6.4	3	9.4
1973-74	10.29	4.6	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	10.8	46.31
1978-79	43.04	12.8	55.84
1979-80	52.33	20.1	72.43
1980-81	66.14	24	90.14
1981-82	80.3	28	108.3
1982-83	93.72	28	121.72
1983-84	113.74	28.75	142.49
1984-85	130.32	79	209.32
1985-86	153.88	86.66	240.54
1986-87	183.21	146.33	329.54
1987-88	205.1	70.5	275.6
1988-89	244.41	136.7	381.11
1989-90	278.81	146.63	425.44
1990-91	316.83	140.33	457.16
1991-92	384.85	190.15	575
1992-93	446.72	191.39	638.11
1993-94	492.18	111.56	603.74
1994-95	578.37	446.15	1,024.52
1995-96	998.32	274.72	1,273.04
1996-97	2,445.81	345.96	2,791.77
1997-98	2,850.09	370.49	3,220.58
TOTAL	10,281.54	2,945.64	13,227.18

d:\AR98\S11.SAM

APPENDIX - S.12

**PROSECUTION CASES - SECTION 14 OF EPF & MP ACT, 1952
NON PAYMENT OF PENSION CONTRIBUTION
DURING THE YEAR 1997-98**

Region Name	Opening Balance 01.04.97	Cases launched during 1997-98	Total cases for disposal	Cases resulted in convic- tion	Cases acquitted /admoni- shed	Cases With- drawn	Cases Dis- charged	Total Cases Dis- posed	Cases pending as on 31.03.98	Pending for less than six months	Pending for six months to 1 years	Pending for 1 to 3 years	Pending for more than 3 years
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
Andhra Pradesh *	757	31	788	2	13	3	0	18	770	94	34	164	478
Bihar	1101	0	1101	0	0	0	0	0	1101	0	0	562	539
Delhi	175	0	175	0	0	0	0	0	175	29	3	4	139
Gujarat	695	12	707	0	0	0	0	0	707	12	0	25	670
Haryana	621	0	621	0	0	0	0	0	621	0	0	621	0
Karnataka	418	21	439	1	5	15	0	21	418	0	11	130	277
Kerala	43	101	144	15	0	27	3	45	99	43	40	4	12
Madhya Pradesh	1983	184	2167	0	0	0	0	0	2167	76	204	878	1009
Maharashtra	2033	306	2339	0	5	12	4	21	2318	305	85	626	1302
NE Region	86	0	86	0	0	2	0	2	84	0	7	14	63
Orissa	74	0	74	0	0	0	0	0	74	0	0	0	74
Punjab *	366	22	388	17	0	0	0	17	371	6	15	94	256
Rajasthan	59	0	59	0	0	0	0	0	59	0	0	0	59
Tamil Nadu	582	172	754	39	0	152	0	191	563	78	206	95	184
Uttar Pradesh	509	4	513	0	25	0	0	25	488	0	158	231	99
West Bengal	7804	387	8191	0	0	0	0	0	8191	387	0	2882	4922
TOTAL:	17306	1240	18546	74	48	211	7	340	18206	1030	763	6330	10083

* Revised

D:\AR97-98\app-s12.doc

EMPLOYEES' PENSION SCHEME, 1995
PENSION CLAIMS SETTLED DURING 1997-98
[ALL BENEFITS]

Region Name	Opening Balance as on 01.04.97	Cases received [1997-98]	Total workload	Cases Returned	Cases Rejected	Cases due for settlement	Cases settled	Total Amount disbursed Rs. lacs	Cases disposed within one month	Cases disposed beyond one month	Closing Balance at the end of the year	Closing balance ratio
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Andhra Pradesh	1648	111970	113618	23364	9796	75458	75371	819.61	72156	3215	87	0.08
Bihar	1312	13052	14364	3337	486	10541	9707	154.3	8612	1095	834	5.81
Delhi	1308	96305	97613	13458	259	83896	83752	890.81	80325	3427	144	0.15
Gujarat	10863	140859	151722	30673	8525	112524	101126	1111.25	74152	26974	11398	7.51
Haryana	1228	58798	60026	10249	1716	48061	47198	454.65	39446	7752	863	1.44
Karnataka	5488	171337	176825	33652	8199	134974	131617	1188.56	111044	20573	3357	1.90
Kerala *	778	33150	33928	8541	1011	24376	23060	357.83	21824	1236	1316	3.88
Madhya Pradesh	4302	71358	75660	22337	2848	50475	49672	540.72	45680	3992	803	1.06
Maharashtra	16580	302673	319253	71879	3108	244266	210932	5212.7	191626	19306	33334	10.44
NE Region	2170	6626	8796	2445	354	5997	3982	47.19	3171	811	2015	22.91
Orissa	135	17372	17507	5181	998	11328	10496	114.15	9983	513	832	4.75
Punjab	2956	78599	81555	15532	2028	63975	60948	802.51	51431	9517	3027	3.71
Rajasthan	2809	57843	60652	21704	1988	36960	34671	658.53	25354	9317	2289	3.77
Tamil Nadu	1570	239087	240657	53687	5723	181247	180331	3703.86	177514	2817	916	0.38
Uttar Pradesh	1377	63508	64775	21017	1638	42120	40547	639.88	30864	9683	1573	2.43
West Bengal	7889	56350	64239	20689	473	43077	31582	743.58	1957	29625	11495	17.89
TOTAL:	62413	1518777	1581190	362765	49150	1169275	1094992	17440.13	945139	149853	74283	4.70

* Revised

APPENDIX - S.14

**EMPLOYEES' PENSION SCHEME, 1995
MONTHLY PENSION CLAIMS
DURING THE YEAR 1997-98**

Region Name	Opening Balance as on 01.04.97	Claims received [1997- 98]	Total workload	Claims Returned for rectifica- tion	Claims Rejected	Claims due for settle- ment	Claims settled	Total Amount disbursed Rs. lacs	Claims settled within one month	Claims settled beyond one month	Claims pending as on 31.03.98	Closing Balance Ratio
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)
Andhra Pradesh	26	3404	3430	1549	213	1668	1666	58.77	1460	206	2	0.06
Bihar	35	339	374	103	80	191	175	36.95	144	31	16	4.28
Delhi	195	2629	2824	1265	30	1529	1420	13.51	1250	170	109	3.86
Gujarat	2143	16508	18651	6534	1666	10249	6938	0	4650	2288	3311	17.75
Haryana	81	4777	4858	1836	321	2701	2669	57.9	2216	453	32	0.66
Karnataka	1580	23169	24749	4374	709	19666	18748	358.68	16524	2224	918	3.71
Kerala *	4	542	546	217	21	308	307	0	265	42	1	0.18
Madhya Pradesh	1468	14352	15820	7010	599	8211	7964	0	7372	592	247	1.56
Maharashtra	382	12041	12423	2342	132	9949	5608	0	5144	464	4341	34.94
NE Region	223	892	1115	422	100	593	552	11.36	519	33	41	3.68
Orissa	19	4396	4415	1224	170	3021	2737	0	2716	21	284	6.43
Punjab	88	1114	1202	381	66	755	733	0	671	62	22	1.83
Rajasthan **	272	5560	5832	2752	109	2971	2789	313.25	2116	673	182	3.12
Tamil Nadu ***	120	21772	21892	5467	359	16066	17273	1446.47	17260	13	-1207	-5.51
Uttar Pradesh	157	9950	10107	2899	510	6698	6390	103.83	4545	1845	308	3.05
West Bengal	967	15315	16282	6222	104	9956	5444	99.65	0	5444	4512	27.71
TOTAL:	7760	136760	144520	44597	5391	94532	81413	2500.37	66852	14561	13119	9.08

* Revised

** Inclusion of form 10 D Cases

*** Inclusion the workload of 10D cases in the Qtr. ending December, 97 and March, 98

APPENDIX S - 15

EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEMES, 1976
CONTRIBUTION & ADMINISTRATIVE CHARGES RECEIVED

Year	Employers' share	Government share	Total	Adm. Charges from employers	Admn. charges from Government	Total Admn. charges collected
1976-77	7.22	4.75	11.97	1.48	0.95	2.43
1977-78	15.69	6.96	22.65	3.4	1.5	4.9
1978-79	17.66	7.31	24.97	3.45	1.55	5
1979-80	16.2	7.5	23.7	3.77	1.55	5.32
1980-81	18.53	8	26.53	4.26	1.95	6.21
1981-82	19.71	8	27.71	4.75	1.95	6.7
1982-83	21.49	8.5	29.99	4.77	2	6.77
1983-84	23.9	10	33.9	5.6	2.7	8.3
1984-85	25.58	11	36.58	5.41	2.72	8.13
1985-86	28.6	13.87	42.47	6.27	5.24	11.51
1986-87	32.03	16	48.03	7.09	3.7	10.79
1987-88	33.83	16.91	50.74	7.24	2	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	72.47	3.88	2.3	6.18
1992-93	55.91	22.66	78.57	4.32	2.3	6.62
1993-94	60.97	40.15	101.12	3.45	1.69	5.14
1994-95	66.45	15	81.45	3.67	0.85	4.52
1995-96	77.98	42.17	120.15	4.26	1.26	5.52
1996-97	91.44	0.68	92.12	5.49	0	5.49
1997-98	103.96	0	103.96	5.04	0.16	5.2
TOTAL	860.84	316.4	1,177.24	97.21	38.87	136.08

APPENDIX

**EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME
CLAIMS SETTLED DURING 1997-98**

Name of the Region	Opening Balance as on 01.04.97	Claims received during 1997-98	Total cases for disposal	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	Closing Balance as on 31.03.98
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)
Andhra Pradesh	57	3084	3141	1067	105	1969	1961	211.75	1769	192	8
Bihar	67	788	855	338	27	490	447	73.21	397	50	43
Delhi	46	1158	1204	388	17	799	786	148.42	570	216	13
Gujarat	62	1950	2012	899	66	1047	972	161.74	747	225	75
Haryana	16	574	590	286	56	248	246	27.65	175	71	2
Karnataka	97	3023	3120	1328	60	1732	1659	1164.44	300	1359	73
Kerala	74	2542	2616	880	75	1661	1592	128.35	1384	208	69
Madhya Pradesh	20	1275	1295	500	70	725	718	76.66	641	77	7
Maharashtra	457	6046	6503	2296	155	4052	3623	719.79	3252	371	429
NE Region	116	451	567	185	20	362	280	46.81	211	69	82
Orissa	19	1101	1120	412	115	593	560	59.98	520	40	33
Punjab	64	860	924	424	78	422	390	53.41	289	101	32
Rajasthan	38	413	451	234	21	196	187	17.04	125	62	9
Tamil Nadu	66	6296	6362	2548	397	3417	3372	155.29	3372	0	45
Uttar Pradesh	110	2867	2977	1110	78	1789	1713	260.43	1585	128	76
West Bengal	1094	8911	10005	2917	23	7065	5552	307.29	0	5552	1513
TOTAL:	2403	41339	43742	15812	1363	26567	24058	3612.26	15337	8721	2509

**EMPLOYEES' DEPOSIT LINKED INSURANCE SCHEME, 1976
PROSECUTION CASES AGAINST DEFAULTING EMPLOYERS'
AS ON 31ST MARCH, 1998**

Region Name	Opening Balance 01.04.97	Cases launched during 1997-98	Total cases for disposal	Cases resulted in convic- tion	Cases acquitted /admoni- shed	Cases With- drawn	Cases Dis- charged	Total Cases Dis- posed	Cases pending as on 31.03.98	Pending for less than six months	Pending for six months to 1 years	Pending for 1 to 3 years	Pending for more than 3 years
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
Andhra Pradesh *	852	21	873	2	4	10	0	16	857	53	66	96	642
Bihar	1340	0	1340	0	0	0	0	0	1340	0	0	792	548
Delhi	183	0	183	0	0	0	0	0	183	11	4	29	139
Gujarat	678	18	696	0	0	0	0	0	696	18	0	14	664
Haryana	807	0	807	0	0	0	0	0	807	0	0	807	0
Karnataka	819	30	849	2	0	5	0	7	842	30	56	259	497
Kerala	88	110	198	15	0	22	3	40	158	49	41	33	35
Madhya Pradesh	2756	631	3387	108	0	0	0	108	3279	264	467	1474	1074
Maharashtra	1887	313	2200	0	5	2	4	11	2189	307	92	452	1338
NE Region	355	0	355	0	0	2	0	2	353	0	21	50	282
Orissa	73	0	73	0	0	0	0	0	73	0	0	0	73
Punjab *	369	18	387	17	0	0	0	17	370	6	12	89	263
Rajasthan	82	0	82	0	0	0	0	0	82	0	0	0	82
Tamil Nadu	578	170	748	46	0	158	0	204	544	74	190	97	183
Uttar Pradesh	746	4	750	0	31	0	0	31	719	0	171	385	163
West Bengal	6601	387	6988	0	0	0	0	0	6988	387	0	2668	3933
TOTAL:	18214	1702	19916	190	40	199	7	436	19480	1199	1120	7245	9916

* Revised

D:\AR97-98\app-s17.doc

ESTABLISHMENT RETURN AS ON 31.03.1998			
GROUP - 'A'			
S.No.	Region	Sanctioned strength	In position
1	Andhra Pradesh	44	26
2	Bihar	24	19
3	Delhi	26	18
4	Gujarat	36	27
5	Haryana	19	15
6	Karnataka	33	25
7	Kerala	26	20
8	Madhya Pradesh	25	19
9	Maharashtra	65	44
10	North Eastern Region	16	12
11	Orissa	20	13
12	Punjab	30	23
13	Rajasthan	18	14
14	Tamil Nadu	56	39
15	Uttar Pradesh	34	26
16	West Bengal	47	32
17	Head Office	75	46
18	NATRSS	18	12
Total :		612	430
Reservation for Scheduled Caste, Scheduled Tribes and Other Backward class is monitored centrally.			

ESTABLISHMENT RETURN AS ON 31.3.1998

GROUP 'B'

Region strength	sanctioned position	staff in position	Due as per reservation			In position			Excess/Short (+)(-)		
(1)	(2)	(3)	(4)			(5)			(6)		
			SC	ST	OBC	SC	ST	OBC	SC	ST	OBC
Andhra Pradesh	133	127	17	9	9	23	4	-	(+)6	(-)5	(-)9
Bihar *	70	64	12	6	4	12	7	-	-	(+)1	(-)4
Delhi	87	81	12	6	5	9	5	-	(-)3	(-)1	(-)5
Gujarat	133	126	21	9	8	21	9	-	-	-	(-)8
Haryana	50	45	7	3	3	7	3	-	-	-	(-)3
Karnataka	114	107	16	8	7	16	5	-	-	(-)3	(-)7
Kerala	87	80	11	5	5	11	5	-	-	-	(-)5
Madhya Pradesh	61	53	8	4	3	11	4	-	(+)3	-	(-)3
Maharashtra	267	242	37	18	17	32	11	-	(-)5	(-)7	(-)17
N.E. Region	31	20	5	2	1	4	3	-	(-)1	(+)1	(-)1
Orissa	46	42	10	2	2	7	3	-	(-)3	(+)1	(-)2
Punjab	96	90	14	6	6	17	5	-	(+)3	(-)1	(-)6
Rajasthan	61	54	9	4	4	9	4	-	-	-	(-)4
Tamil Nadu	211	200	31	16	14	32	8	-	(+)1	(-)8	(-)14
Uttar Pradesh	143	131	19	10	9	32	3	-	(+)13	(-)7	(-)9
West Bengal	223	181	50	20	14	42	12	-	(-)8	(-)8	(-)14
Headl Office	79	71	8	4	3	8	4	-	-	-	(-)3
Total	1862	1714	287	132	114	293	95	-	(+)6	(-)37	(-)114

* Provisional

ESTABLISHMENT RETURN AS ON 31.3.1998

GROUP 'C'

Region	sanctioned strength	staff in position	Due as per reservation			In position			Excess/Short (+) (-)		
(1)	(2)	(3)	(4)			(5)			(6)		
			SC	ST	OBC	SC	ST	OBC	SC	ST	OBC
A Pradesh	1264	1160	185	93	17	163	42	153	(-)22	(-)51	(+)136
Bihar*	560	415	76	38	-	58	33	21	(-)18	(-)5	(+)21
Delhi	662	554	97	49	155	114	28	-	(+)17	(-)21	(-)155
Gujarat	1056	739	156	77	87	136	51	11	(-)20	(-)26	(-)76
Haryana	370	310	50	15	-	79	9	-	(+)29	(-)6	-
Karnataka	1190	1086	173	87	83	171	55	16	(-)2	(-)32	(-)67
Kerala	828	809	135	53	28	98	34	130	(-)37	(-)29	(+)102
M Pradesh	649	549	91	69	15	104	123	2	(+)13	(+)54	(-)13
Maharashtra	2227	1893	329	165	150	221	112	-	(-)108	(-)53	(-)150
N.E. Region	209	174	28	29	6	15	39	-	(-)13	(+)10	(-)6
Orissa	448	394	63	77	6	54	58	3	(-)9	(-)19	(-)3
Punjab	801	654	105	48	28	184	13	2	(+)79	(-)35	(-)26
Rajasthan	478	357	82	42	8	69	46	1	(-)13	(+)4	(-)7
Tamil Nadu	2007	1758	304	109	135	406	38	63	(+)102	(-)71	(-)72
U Pradesh	993	899	152	68	21	191	8	29	(+)39	(-)60	(+)8
W Bengal	1506	1366	361	48	33	349	28	4	(-)12	(-)20	(-)29
Head Office	319	275	42	17	15	68	10	-	(+)26	(-)7	(-)15
Total	15514	13392	2429	1094	787	2480	727	435	(+)51	(-)367	(-)352

*Provisional

ESTABLISHMENT RETURN AS ON 31.3.1998

GROUP 'D'

Region	sanctioned strength	staff in position	Due as per reservation			In position			Excess/Short (+)(-)		
(1)	(2)	(3)	(4)			(5)			(6)		
			SC	ST	OBC	SC	ST	OBC	SC	ST	OBC
A Pradesh	185	165	33	13	2	55	12	35	(+)22	(-)1	(+)33
Bihar*	83	73	12	6	-	18	10	9	(+)6	(+)4	(+)9
Delhi	92	79	17	4	20	31	7	-	(+)14	(+)3	(-)20
Gujarat	138	133	12	14	26	57	26	8	(+)45	(+)12	(-)18
Haryana	71	60	12	-	1	37	2	1	(+)25	(+)2	-
Karnataka	162	153	27	11	-	53	13	11	(+)26	(+)2	(+)11
Kerala	131	130	20	10	3	66	7	6	(+)46	(-)3	(+)3
M Pradesh	112	105	14	20	8	41	29	1	(+)27	(+)9	(-)7
Maharashtra	290	274	42	22	44	53	23	-	(+)11	(+)1	(-)44
N.E. Region	45	42	8	10	1	8	8	1	-	(-)2	-
Orissa	77	75	24	20	2	24	20	2	-	-	-
Punjab	124	121	29	4	1	69	4	5	(+)40	-	(+)4
Rajasthan	89	79	19	9	6	24	18	3	(+)5	(+)9	(-)13
Tamil Nadu	266	254	45	6	50	154	15	16	(+)109	(+)9	(-)34
Uttar Pradesh	214	202	49	15	6	52	5	7	(+)3	(-)10	(+)1
West Bengal	259	238	81	18	6	77	17	1	(-)4	(-)1	(-)5
Head Office	99	84	17	4	12	41	14	-	(+)24	(+)10	(-)12
Total	2437	2267	461	186	188	860	230	106	(+)399	(+)44	(-)82

*Provisional