

**BY WEB CIRCULATION**

मुख्य कार्यालय /HEAD OFFICE  
कर्मचारी भविष्य निधि संगठन /  
**Employees Provident Fund Organisation**  
(श्रम एवं रोजगार मंत्रालय भारत सरकार)

(Ministry of Labour and Employment, Govt of India)

भविष्य निधि भवन/BHAVISHYANIDHI BHAWAN

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No. HRM-II/T-1(2)2020

582

Dated:14.06.2021  
15 JUN 2021

**OFFICE ORDER**

**Sub.: Temporary transfer/posting of APFCs – reg.**

Please refer to Head Office Circular No. HRM-II/T-1(2)2020/2824 dated 11.02.2021 vide which all Zonal offices/PDNASS were directed that Zonal Additional CPFCs will obtain prior approval of CPFC for temporary deployment of Assistant Provident Commissioners in their Zones and thereafter, necessary orders regarding temporary deployment of APFCs may be issued.

2. In this connection, the undersigned is directed to convey that the said circular dated 11.02.2021 is withdrawn with immediate effect. Further, ZOs/PDNASS is requested to take necessary action as per the instructions as mentioned in the circular No. HRM-I/D-16(1)2006/1504 dated 09.04.2009 (Copy attached).



(Uma Mandal)

**Addl. Central Provident Fund Commissioner (HRM)**

To

All Additional CPFC - Zones/  
Director (PDNASS)

**Copy to:-**

1. All Addl. CPFC (HQ)/ Addl. CPFC Zones
2. All Addl. CPFCs in Head Office
3. Regional P.F. Commissioner, NDC, New Delhi.
4. PPS to CPFC
5. PPS to FA & CAO
6. PPS to Chief Vigilance Officer
7. PPS to Director (PDNASS)
8. PS to Chief Engineer
9. All officers in Head Office
10. All Regional Offices
11. All Dy. Dir. (Vig)/ Zonal Audit Parties/Zonal Training Institutes
12. ACR/GIS Section, Head Office/Guard File



**(Brijesh Kumar Mishra)**  
**Regional P.F. Commissioner-I(HRM)**



मुख्यालय / HEAD OFFICE  
 कर्मचारी भविष्य निधि संगठन  
**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
 श्रम एवं रोजगार मंत्रालय , भारत सरकार  
**MINISTRY OF LABOUR AND EMPLOYMENT, GOVERNMENT OF INDIA**  
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No. HRM I/D-16(1)/2006/ 1504

Dated: 27.03.2009

To

09 अप्रैल 2009  
 APR 2009

All Addl. CPFCs (Zones)  
 All RPFCs - In Charge of Regions

Sub: **Role and Responsibility of Addl. CPFCs heading the political states in the restructured set up.**

Sir,

Consequent on the restructuring of the regions as recommended by the Sub Committee of the CBT on XLRI recommendations and as approved by the CBT in its 184<sup>th</sup> meeting held on 11.11.2008, the Addl. CPFCs have been assigned monitoring and supervisory control over the political states. Various references have been received in Head Office seeking clarification on the specific role of the Addl. CPFC in the new set up.

A meeting of Addl. CPFCs and RPFCs Gr. I was convened by CPFC at NATRSS on 19.03.2009 to deliberate upon various issues pertaining to the demarcation of jurisdiction of the Addl. CPFCs of the political states and the RPFCs in Charge of the regions. The inputs / suggestions received from the officers have been examined and accordingly, the broad outline of the functional demarcation in the new set up is as follows :-

**ADMINISTRATIVE FUNCTIONS :-**


- As envisaged in the report of the Sub Committee, the Addl. CPFC (ACC) will exercise administrative, monitoring and supervisory control over the political states within his jurisdiction, and review and monitor the performance of the regions regularly. They will continue to exercise the Administrative and Financial powers of the Zonal Addl. CPFCs and discharge the functions of Appellate Authority upto the level of Section Supervisors in their jurisdiction and as provided in the EPF (CCA) Rules, 1971.
- All the existing Statutory powers Administrative & Financial powers, Disciplinary Powers etc. would continue to be exercised by the RPFC in Charge of the region within their jurisdiction. RPFC in charge of the regions will be fully responsible and accountable for all the Administrative & Business activities of the region and review/monitor the functional work areas/parameters and improve/achieve the targeted results and service to members/stakeholders to the fullest extent.
- To ensure smooth and equitable distribution of resources among the bifurcated regions of the political state, the Addl. CPFC will continue to exercise the administrative and financial powers delegated to the Addl. CPFCs of the erstwhile zones. Inter-regional transfers of officials upto the level of EO/AO within a political state (erstwhile region prior to bifurcation) shall be effected only with the approval of the Addl. CPFC of the political state. However transfers within the region will be prerogative of the RPFC of the region, in accordance with the laid down transfer policy guidelines. Any deviation from the transfer policy would require prior approval of the Addl. CPFC of the political state.

- Re-deployment of APFCs in administrative exigency within the Region/Political State for a period less than 3 months on tour basis may be done by Addl. CPFC of the political state subject to ratification by CPFC.
- In the cadre of SSA, the examinations would be conducted by the Examination Wing of the Head Office and the dossiers be sent to the ACC of the political state having more than one region, who will allocate the candidates regionwise against the reported vacancies and forward the dossiers to the RPFC of the respective region, who will then ensure verification of antecedents and then issue appointment orders. The RPFC I thus continues to be the Appointing Authority and Disciplinary Authority upto the level of Section Supervisor, the Appellate Authority being the Addl. CPFC.
- All personnel related issues like seniority list , promotions and probation/confirmation of the officials upto the level of Section Supervisors to be maintained political state wise by the ACCs of the political state through the RPFC in charge of erstwhile regions.
- DPC for promotion upto the level of Section Supervisors would be held as per recruitment rules and the seniormost RPFC Gr. I of the region will act as Chairman for the purpose.
- Proposal for Adhoc promotion to the post of EO/AO will be forwarded by the ACC of the political State where more than one region is involved.
- The requisite support staff for the Addl. CPFCs would be drawn from the existing staff in the regions under their jurisdiction as provided in Head Office circular no. HRM II/Addl. CPFC/94/staff/92/98373 dated 27.02.2006 (copy enclosed) till further instructions.
- All MIS and other time bound returns shall be submitted by the regions directly to the respective divisions in Head Office, under intimation to their Addl. CPFCs. All correspondence/ proposals seeking clarification on any issue shall be addressed by the RPFCs to their Addl. CPFC.
- In respect of transfers of EO/AO within the state, Staff Posting Committee with the following composition is to be constituted under the Chairmanship of ACC of the state.
  - i. RPFCs in charge of the regions within the state
  - ii. RPFC/APFC (Administration) of the erstwhile region
  - iii. Liason officer of the erstwhile region.
- Rotational transfers of section supervisors will be done with the approval of ACC of the State.

## **BUSINESS ACTIVITIES**

- The Addl. CPFCs shall not exercise any original jurisdiction with regard to business activities and in respect of quasi-judicial powers. However, they shall review the procedure adopted to ensure optimum performance of the available resources within the region. In compliance and recovery areas Addl. CPFC shall exercise supervisory and monitoring jurisdiction and set regionwise targets for improving performances.

- The Addl. CPFC shall monitor the business activities by fixing appropriate targets in all the relevant areas and ensure that the targets are achieved.
- Monitoring and evaluation will be an essential function of the Addl. CPFCs of the political states, who will ensure prompt submission of returns to Head Office.
- All other delegated powers shall continue to be exercised in their present form (as delegated to the Addl. CPFCs of the erstwhile zone).

  
**(K. CHANDRAMOULI)**  
**CENTRAL P.F. COMMISSIONER**  
 08/4/09

Copy to

1. All Addl. CPFCs in Head Office.
2. Director (NATRSS)
3. FA&CAO
4. Chief Vigilance Officer
5. Chief Engineer
6. All Officers in Head Office.
7. All Regional/Sub-Regional Offices incl. RPFC (ASD), Head Office
8. RPFC, NDC/NRPO, New Delhi
9. All Dy.Dir. (Vig.)/Zonal Audit Parties/Zonal Training Institutes
10. PS to CPFC.
11. PS to Addl.CPFC (HR)
12. The General Secretary, EPF Officers' Association, Madurai.
13. The Secretary General, AIEPFSF, Chandigarh.
14. The Secretary General, All India EPF SC/ST Staff Federation, New Delhi.

  
**(R.K. KURREJA)**  
**REGIONAL P.F. COMMISSIONER (HRM)**