



कर्मचारी भविष्य निधि संगठन  
EMPLOYEES' PROVIDENT FUND ORGANISATION  
श्रम एवं रोजगार मंत्रालय, भारत सरकार  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA  
मुख्य कार्यालय/Head Office  
भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली-110066  
Bhavishya Nidhi Bhawan, 14, Bhikaiji Cama Place, New Delhi-110066  
Website: www.epfindia.gov.in, www.epfindia.nic.in



No: A-45011/69/2024-HRM-IV

Date:

24 MAY 2024

To

All ACC (HQ) (Zones), Director (PDUNASS), ACC (Zones)/ASD/ZTIs,  
All RPFC/OIC in-charge of ROs.

**Subject:** Strengthening of Administration - Periodical review under FR 56(j) and Rule 48 of CCS (Pension) Rules, 1972 in the cadre of Cook-cum-attendant.

**Reference:**

- (i) Head Office Circular No. HR/AVS/NZ/193/FR-56-J/2015/5889 dated 14.06.2017 (Web Circular No. 120(2017-18)).
- (ii) Head Office Circular No. HR/AVS/NZ/193/FR-56-J/2015/5499 dated 12.06.2018 (Web Circular No. 149(2018-19)).
- (iii) Head Office Circular No. HR/AVS/NZ/193/56-1/2015/Vol-2/E/49 dated 06.01.2022 (Web Circular No. 181(2021-22)).
- (iv) Head Office Circular No. AVS-20012/2/2021-HRM-X/119 dated 11.04.2022 (Web Circular No. 15(2022-23)).
- (v) Head Office Circular No. HR/AVS/NZ/193/56-1/2015/Vol-2/238 dated 23.05.2023 (Web Circular No. 48(2023-24)).

**Sir/Madam,**

A number of instructions have been issued by Head Office regarding periodical review under FR 56 (j) and Rule 48 of CCS Pension Rule, 1972 vide web Circulars cited above.

2. The HO Circular dated 14.06.2017 (Copy enclosed) gave detailed instructions regarding rule provisions, time schedule, criteria to be followed, constitution of committees as well as roles and functions of appropriate authorities. The Constitution for Screening committee, Review Committee and Representation Committee has been defined vide Circulars dated 06.01.2022, 11.04.2022 and 23.05.2023.

3. Accordingly, all field offices are requested to complete necessary action for convening meetings of the Screening Committee as well as Review Committee for the Cadre of Cook-cum-attendant in respect of all those who are eligible for Screening, as per rules, up to the quarter - October- December, 2024.

4. Activity pertaining to compilation of list, obtaining VCC and Compilation of Service records of all eligible cases are required to be completed by May, 2024 so that meeting of the Review Committee can be completed by 15<sup>th</sup> June, 2024 and order for

premature retirement with 03 months notice period can be issued to recommended official(s) by 30<sup>th</sup> June, 2024.

5. The action taken for completion of activity due in April & May, 2024 may be forwarded by 15<sup>th</sup> June in the following format:

Review under FR 56 (j) and Rule 48 of the CCs pension Rules 1972		
Name of the Zone:		
Cadre	No. of officials under consideration	Activity completed
Cook-cum-attendant		

6. Action taken in this regard may be forwarded in the following format by 10<sup>th</sup> July, 2024 to this office at email id [rc.hrm5@epfindia.gov.in](mailto:rc.hrm5@epfindia.gov.in) :

Review under FR 56 (j) and Rule 48 of the CCs pension Rules 1972					
Name of the Zone:					
Cadre	No. of officials under consideration	Screening Committee meeting date	Review Committee meeting date	No. of official(s) recommended by Review Committee for Compulsory Retirement	Action of Appropriate Authority i.e. No. of order issued to official(s) for Compulsory Retirement
Cook-cum-attendant					

Yours Faithfully,



(Swagata Rai)

Regional P F Commissioner -I (HRM-IV)

Copy to:-

- ✓ 1. OSD to CPFC: - for information
2. PS to CVO :- for information
3. PS to All ACC(HQ) , Head Office:- for information
4. RPFC-I, IS Division for uploading it on official website.
5. Hindi Section : for Hindi Version