



कर्मचारी भविष्य निधि संगठन,  
**EMPLOYEES' PROVIDENT FUND ORGANISATION,**  
श्रम एवं रोजगार मंत्रालय, भारत सरकार,  
**MINISTRY OF LABOUR & EMPLOYMENT, GOVT. 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. HQ/HRM-(VII)/1(13)Audit/2018/Vol.I/E-12280

Dated:09.05.2024

**OFFER OF APPOINTMENT**

**Sub: Appointment of Smt. Sangeeta, Section Supervisor as Assistant Audit Officer in Employees' Provident Fund Organisation on deputation basis.**

On the basis of the recommendation of the Selection Committee constituted for selection to the post of Assistant Audit Officer, **Smt. Sangeeta, Section Supervisor** is hereby issued an offer of appointment for the post of Assistant Audit Officer in Employees' Provident Fund Organisation in Level-7 of the Pay Matrix [Pay Band-2 Rs.9300-34800 with Grade Pay Rs. 4600/-(pre-revised)] on deputation basis initially for a period for three years from the date of joining the post of Assistant Audit Officer.

2. The terms and conditions of appointment on deputation are as follows:-
  - i) The terms and conditions of deputation will be governed by O.M. No. 2/229/91-Estt./(Pay II) dated 05.01.1994, O.M. No. 6/8/2009-Estt. (Pay II) dated 17.06.2010 and other instructions / Memorandum issued by Ministry of Personnel, Public Grievances and Pension, Department of Personnel & Training, Government of India from time to time.
  - ii) The posting of the official as Assistant Audit Officer shall be at **IAP, Head Office, Delhi**. However, the official may be transferred to any other EPFO office location on administrative grounds.
  - iii) The order of appointment will be issued once the written consent of the concerned officer is received accepting the offer of appointment subject to the above terms and conditions.
  - iv) S/he will be entitled to TA/DA and joining time as per rules.
  - v) On expiry of three years from the date of joining the post, the deputationist officer will be deemed to have been relieved on the date of expiry of the deputation period unless the Competent Authority has with requisite approvals, extend the period of deputation in writing, prior to the date of its expiry.
  - vi) In the event of the officer overstaying for any reason whatsoever, he is liable for disciplinary action and other adverse consequences which would include that the period of unauthorized overstay shall not count against service for the purpose of pension and that any increment due during the period of unauthorized overstay shall be deferred with cumulative effect, till the date on which the officer rejoins his parent cadre.

3. If the above terms and conditions are acceptable, **Smt. Sangeeta, Section Supervisor** may send written consent through proper channel alongwith latest Vigilance Clearance Certificate to this office within **10 days** of receipt of this offer of appointment.

**[This issues with the approval of the Competent Authority]**



**(AJAY K MEHRA)**  
**Additional CPFC, Recruitment/Exam**

To

**Smt. Sangeeta, Section Supervisor**  
**(Through: RPFC-I, Regional Office, Faridabad)**

**Copy to (Through EPFO website)-**

1. PS to Central P.F Commissioner.
2. PS to FA & CAO/CVO/All Addl. CPFCs (HQ)(Head Office & Zones)/ Director, PDNASS.
3. All Addl. CPFCs Head Office/Zones.
4. Chief Engineer/Chief Information Security Officer.
5. All RPFC-in-charge (RO) including RPFC-I (ASD) and RPFC-I (NDC).
6. All Officers in Head Office.
7. All Deputy Director (Vigilance)/ Zonal Audit Parties.
8. All ZTIs/Sub-ZTI.
9. Secretary General, EPF Officers' Association, Ludhiana.



**(DEEPAK ARYA)**  
**RPFC-II, Recruitment/Exam**