



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

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To

All Addl. CPFC (HQ/Zone)
Regional P.F. Commissioners
In-charge of Regional Offices.

Sub: Revised delegation of financial powers to Section Supervisors (SS) for settlement of claims.

Ref: HO circular of even number dated 05.03.2012 and circular No. Manual/Amendment/2011/pt/1948 dated 01.05.2017 ((on EPFO website at Sl. No. 584 for 2011-12 and at Sl. No. 47 for 2017-18 on 'office orders/ circulars').

Sir,

After introduction of Composite Claim Forms and smooth processing of the same, the Central P.F. Commissioner in exercise of Powers conferred upon him under para 24(3) of the EPF Scheme, 1952 has revised the following delegation of Financial Powers for authorization of claims and the same are to be implemented after necessary modification in the application software: -

2. Settlement of claims in respect of Composite Claim Form (Aadhar/Non-Aadhar) including Composite Claim Form in death cases and in respect of Form-13 (Un-exempted) & Form-14 (LIP Payment), the following delegation has been made :-

- a) Claim will be submitted by DA (Accounts) and approved by SS (Claims) in case the settlement amount is up to Rs. 50,000/- including inoperative accounts.
- b) Claim will be submitted by DA (Accounts) and approved by AO (Accounts) where claim settlement amount is more than Rs. 50,000/- (operative accounts).
- c) In case of settlement of claims out of inoperative accounts, claim will be submitted by DA (Accounts) and approved by AO (Accounts) if the settlement amount is more than Rs. 50,000/- but less than Rs. 1,00,000/-.
- d) In case of settlement of claims out of inoperative accounts, claim will be submitted by DA (Accounts) and approved by APFC if the settlement amount is beyond Rs. 1,00,000/-.

3. Form 10C (Scheme Certificate Cases only) and Form-10D (Input Data Sheet)- Claim will be submitted by DA (Accounts) and approved by AO (Accounts).

4. Form-13 (Exempted): Claim will be submitted by DA (Accounts) and will be approved by SS (Claims).

5. The return/rejection of claims: DA (Accounts) will submit the return/rejection and APFC (Accounts) will approve it.

6. However, in case of a claim where the amount for approval rests with two different levels under two schemes, then the claim shall be settled by higher of the two authorities and the same shall be applied uniformly for settlement of all type of claims.

(This issues with the approval of Central P.F. Commissioner).

Yours faithfully,



(Udita Chowdhary)

Addl. Central P.F. Commissioner (F&A)

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