



कर्मचारी भविष्य निधि संगठन

श्रम मंत्रालय भारत सरकार

**Employees' Provident Fund Organisation
(Ministry of Labour, Govt. Of India)**

भविष्य निधि भवन, 14-भीकाजी कामाप्लेस, नई दिल्ली .110066

BhavishyaNidhiBhawan, 14- BhikaijiCama Place, New Delhi – 110066

www.epfindia.gov.in, www.epfindia.nic.in

WEB CIRCULATION

No. C-III/Compliance-2001/Cir/E.I/

Date: 07.01.2015

7 JAN 2015

To

All Regional PF Commissioners,
In-Charge of Regional/Sub-Regional Offices.

Subject : Issue of notices to defaulting establishments on initiation of proceedings under Section 7A/14B of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 through e-mail - regarding

Sir,

A facility for Online Registration of Establishments (OLRE) has been provided for the employers to get themselves registered under the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 (the Act) for Provident Fund code number.

2. Establishments are now required to register themselves online for PF code number. While registering themselves the employers are required to fill up Form 5A regarding particulars of all the branches and departments, owners, occupiers, directors, partners, manager or any other person or persons who have the ultimate control over the affairs of such factory or establishment in e-format. A provision has also been made in the Form 5A to register the e-mail id of the establishment. It has also been instructed that the existing establishments are also required to fill up Form 5A online.

3. As per the existing practice, whenever proceedings are initiated either under Section 7A of the Act for deciding applicability/assessment of dues against the defaulting establishments or under Section 14B of the Act for levy of damages, notices are issued to the establishments by post.

4. Now, since the employers provide their e-mail id in Form 5A, it has been decided that in addition to notices issued by post, notices shall also be sent in the e-mail id of the establishment.

5. This shall be strictly adhered to.

(This issues with the approval of CPFC.)

Yours faithfully,

(P. R. Udgata)

Additional CPFC-I (Compliance)

Copy to:

Additional CPFCs (Zones) for information.

(P. R. Udgata)

Additional CPFC-I (Compliance)