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**कर्मचारी भविष्य निधि संगठन / EMPLOYEES' PROVIDENT FUND ORGANISATION**  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार / MINISTRY OF LABOUR AND EMPLOYMENT, GOVT. OF INDIA).

17 क्षेत्रीय कार्यालय / Regional Office, 37, रायपेट्टा हाई रोड, चेन्नै . / 37, Royapettah High Road, Chennai-600 014.

**COVERAGE MEMO**

**By Speed Post / Ack Due**

No.EPF / CHN / RO / TN 84396

/CC- II(22)/200

Dated:

08-02-2012

To ADAMS ENGINEERING PROJECTS PVT LTD

NO.27, II FLOOR, LAKSHMAN STREET

MAHALINGAPURAM, NUNGAMBAKKAM

CHENNAI

600034

Sub: Applicability of the provisions of the Employees Provident Funds & Miscellaneous provisions Act, '52 and the Schemes framed thereunder in respect of the establishment M/s

- Regarding. ADAMS ENGINEERING PROJECTS PVT LTD

Ref: Establishment's letter / Coverage proposal dated

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Sir/Madam,

This has reference to your application/representation cited, wherein you have sought for the allotment of EPF Code Number in respect of your establishment. It is seen that you have enclosed a Demand Draft for Rs.....0..... vide Instrument No..... dated .....

2. It is evident from the documents filed by you and also the other material evidences that: ADAMS ENGINEERING PROJECTS PVT LTD

a) the establishment M/s. is engaged in the activity " ELEC, MECH & GENL ENGG PRODUCTS " which is one of the items included in the Schedule I / Classes of establishments mentioned in the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 (hereinafter called the 'Act').

b) the said establishment / factory has employed.....8.....persons as on.....01-Dec-11 NOTE

c) the provisions of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 and the Schemes framed thereunder are applicable to your establishment which inter-alia includes the head office, branches, departments and units, whether situated in the same location or at different places with effect from 01-Dec-11 under Section 1(3)(a) / Section 1(3)(b) / Section 2A of the Act.

TN/ 84396 /

Section 1(A)

(PTO)



**कर्मचारी भविष्य निधि संगठन / EMPLOYEES' PROVIDENT FUND ORGANISATION**  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार / MINISTRY OF LABOUR AND EMPLOYMENT, GOVT.OF INDIA).  
क्षेत्रीय कार्यालय / Regional Office, 37, रायपेट्टा हाई रोड, चेन्नै . / 37, Royapettah High Road, Chennai-600 014.

3. The EPF Code No. 84396 allotted to your establishment for the purpose of rendering compliance under the various provisions of the Act and the Schemes framed there under namely EPF Scheme 1952, Employees' Pension Scheme 1995 and Employees' Deposit Linked Insurance Scheme 1976 with effect from 01/01/2015. This EPF Code No. should invariably be quoted in all your future correspondences with this Office and all our associate Offices, as this is a key identifying factor for your establishment.

4. The Act along with its Schemes framed there under provides a comprehensive social security cover for the employees by way of Provident Fund, Pension and Insurance benefits. The details of the contributions and other charges to be paid, records to be maintained, returns to be submitted by the employer and duties of the employer are annexed to this letter. The employers and the employees play a key role in ensuring prompt compliance with the provisions of the Act which consequently enable the Employees' Provident Fund Organisation to provide a hassle-free and prompt delivery of the intended social security benefits.

5. The receipt of this letter may kindly be acknowledged and the copy of the contents may be brought to the notice of the employees also. You are requested to ensure proper compliance with the provisions of the Act and the Schemes framed there under with immediate effect.

Encl: As above

Yours faithfully,

ASSISTANT P.F. COMMISSIONER  
For Regional P.F. Commissioner  
Chennai-14