



REGISTERED A. D.

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EMPLOYEES' PROVIDENT FUND ORGANISATION

REGIONAL OFFICE, PUNE

PUNE CANTONMENT BOARD BUILDING, GOLIBAR MAIDAN, PUNE.

NO. : MH/PUN/9/305756/ENF CIRCLE

11/11/98

Dated: 10-10-2011

To,
✓ M/s. Bhairamath Enterprises
At & Post - Takve Bk.,
Tal - Maval, Dist Pune - 412106

Code No. MH/PUN/9/305756

Subject : Employees' Provident Funds & Miscellaneous Provisions Act, 1952 & the Schemes framed there under - Applicability there of - Allotment of Code Number

Sirs,

✓ 1. Yours factory/establishment with all its branches and departments is brought within the purview of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 and the Schemes framed thereunder with effect from 1-9-2011. The information made available by you

(i) Your factory is engaged in _____ one of the industries specified in Schedule to which the Employees' Provident Funds and Miscellaneous Provisions, 1951 is applicable under Section 1 (3) (a) of the Act.

✓ (ii) Yours is an establishment classified as Expert Services to which the Employees' Provident Funds and Miscellaneous Provisions Act, 1952 has been made applicable by the Government of India by a Notification issued under Section 1 (3) (b) of the Act.

(iii) The activities carried on by our establishment/factory are neither the specified industry in scheduled I nor the class of establishments under Section (1) (3) (b) of the Act. Your establishment/factory is therefore held as non-specified.

1-A With referenece to your application No. _____ dated _____ received for extension for Employees' Provident Funds & Miscellaneous Provisions Act, 1952 under Section 1 (4) of the Act, on a voluntary basis, a Code number is hereby allotted to your establishment namely MH/PUN/_____ covering your establishment with effect form _____ pending issue of a Notification by the Govt. of India/ Central Provident Fund Commissioner in exercise of the powers conferred on them by sub section (4) of Section 1 of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952.

✓ 1-B The Code No. MH/PUN/ 9/305756 is allotted to you for the purpose of making compliance under the provisions of the Employees' Provident Funds and Miscellaneous Provisions Act 1952 and the Schmes framed thereunder. This Code Number should invariably by quoted in all the correspondence with this Office.

✓ 2. You are required to implement the provisions of the Employees' Provident Fund Scheme, w.e.f. 1-9-2011 Pension Scheme w.e.f. 1-9-2011 and Deposit Linked Insurance Scheme w.e.f. 1-9-2011 if not already done.

3. As provided in para 26 of the Employees' Provident Fund Scheme, 1952 every employee working in or in connection with the work of the Factory/Establishment shall be eligible for membership of the fund.

INSPECTION NOTE BOOK

- | | | |
|--|----|---------------|
| 1. Name of the E. O | 2. | Date of Visit |
| 3. Period for which accounts are checked | 4. | Observations |

You should report the compliance on the Enforcement Officer's remarks within 15 days unless otherwise noted in the Inspection Book by the Enforcement officer's.

12. It is important to ensure that the amount due is paid within the prescribed time limit. Delayed remittances are dealt in the manner as provided under section 14-B of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952, in addition to the levy of damages for the pre discovery period. Besides. Prosecution also be launched for non- payment of dues and for non- submission of Returns.
13. Individuals working in the Head Office/Branch of an establishment (factor/non factory) job of Maintenance of accounts, sales and purchase which are incidental to manufacturing activity are also coverable by virtue of Section 2-A of the Employees' Provident Funds and Miscellaneous Provisions Act, 1952. You are, therefore, requested to furnish the names and detailde addresses of such branches or Departments or Head Office within 15 days. If you have no such Department or branches, sales office etc. a "NIL" report may be sent to this office. The above information should be sent in the Proforma "A" Annexed here to.
14. Please intimate, if you have any exsiting Provident Fund in your Factory/establishment Please transfer to the Employees' Provident Fund, all accumulations standing to the Credit of the covered employees as required by Section 15 of the Act and para 28 of the Employees' Provident Fund Scheme within 10 days from the date the Act has become applicable to you. if you have no Provident Fund in exsistence Please send a "NIL" report.
15. Please also submit Return in Form No. 5-A (Revised) (Specimen enclosed) showing the particulars of ownership immediately.
16. In case you find any difficulty in implementing any of the provisions of the Scheme you may send one of your responsible representatives to this who will be guided in the matter.
17. Copies of instructions issued by this office from time to time are sent separately for guidance.
18. Please acknowledge receipt of this communication.

Yours faithfully,

Encl :
Employer's Guide

REGIONAL PROVIDENT FUND COMMISSIONER
S. I. Shaikh REGIONAL OFFICE, PUNE

Assistant P.F. Commissioner,
R. O. Pune

Copy to :

1. Shri/Smt. _____ Enforcement Officer _____
with reference to the his Report dated _____ for information and necessary action, he/She is advised to visit the establishment and afford necessary guidance to the employer in the matter of complying with the statutory provisions. He/She should also submit his recommendations for finalising the coverage of this establishment within 3 months.

YOU ARE ALLOTTED	
ACCOUNTS GROUP No.:	XXX
TASK HOLDER No.:	3
NO. OF EMPLOYEES:	20
AS ON DATE OF COVERAGE:	1-9-2011
C.D.	S.D.
	A.P.F.C.

For REGIONAL PROVIDENT FUND COMMISSIONER
REGIONAL OFFICE, PUNE