

Telephone : 3317120
3317134
3326804

OFFICE OF THE REGIONAL PROVIDENT FUND
COMMISSIONER

9th Floor Mayur Bhawan New Delhi-110001

No. Coord/DL/24591/Coverage/ 1358

Regd. A.D.
Dated the : 13/7/01

To
M/s Singh House Keeping Services
A-242, Gali No-5, North Vinod Nagar
Mandawali Faisal Pur. Delhi-92

Sub. : Applicability of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 and the Schemes framed thereunder to M/s as above

Dear Sirs,

On the basis of particulars furnished by you on 2/7/01 and on this basis of the inspection of the records of your establishment conducted by the Enforcement Officer on it is evident that :

(a) Your establishment/factory viz M/s as above is engaged in which is included in schedule 1/classess of establishment in Employees' Provident Funds and Miscellaneous Provisions Act. 1952,

(b) that the said establishment/factory has employed 22 persons on 01/5/2001

(c) that it has completed the infancy period in terms of provisions of Sec. 16(1) (b) of the Employees' Provident Funds & Miscellaneous Provisions Act, 1952 of 3 years on/in..... Therefore, the provisions of the E.P.F. and Misc. Provisions Act, 1952 and the Schemes framed thereunder are applicable to your above named establishment together with head office and its branches/ departments whether situated at the same place or at different places with effect from 01/5/2001.....finally/provisionally, subject to further verification of your records for the earlier period.

With reference to your application No dated you are hereby allotted code No. DL/ on Administrative ground. Please note that this will not effect the original applicability of the establishment and it will be treated as part and parcel of the parent unit for all purposes (damages etc.) Employee's share for the period to will not be waived off.)

With reference to your application No dated received for extension of E.P.F. & Misc. Provisions Act, 1952 under Section 1 (4) of the said Act, on voluntary basis a code No. is hereby allotted to your establishment namely DL/ provisionally covering your establishment with effect from pending issue of a notification by the Government of India in exercise of the powers conferred on them by sub-section (4) of Section 1 of the E.P.F. & Misc. Provisions Act' 1952.

The Code No. DL/ 24591..... is allotted to your estt. for the purpose of making compliance with the various provisions of the E.P.F. & Misc. Provisions Act, 1952 and the Schemes framed thereunder namely, E.P.F. Scheme, 1952 Employees Pension Scheme, 1995 and Deposit Linked Insurance Scheme, 1976. This Code No. should invariably be quoted in all the correspondences with this office.

The contribution payable by the employer shall be @ 12% of basic wages, dearness allowance (including cash value of food concession) and retaining allowance, if any payable to each employee every month. The contribution payable by the employee shall be equal to the contribution payable by the employer.

I. The contribution shall be calculated on the basic wages dearness allowance etc, payable during the whole month whether paid on daily; weekly, fortnightly or monthly basis.

II. each contribution shall be calculated to the nearest rupee i.e., 50 paise or more to be counted as the next higher rupee, and fraction of a rupee less than 50 paise to be ignored.

III. for the purpose of calculation of contribution the wages may be rounded off to the nearest rupee i.e. 50 paise or more being taken as one rupee and less than 50 paise ignored.

(Hindi version at overleaf)

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