

E.P.F. CENTRAL STAFF WELFARE COMMITTEE

CONSTITUTION OF THE CENTRAL STAFF WELFARE COMMITTEE

PRESIDENT	:	C.P.F.C. (EX OFFICIO)
VICE PRESIDENT	:	A.C.C. (HR) (EX OFFICIO)
SECRETARY	:	R.P.F.C. (HRM)
ASSISTANT SECRETARY	:	WELFARE OFFICER
TREASURER	:	R.P.F.C. (BANKING)
MEMBERS	:	F.A. & CAO CHIEF VIGILANCE OFFICER R.P.F.C. (RR) TWO OFFICERS NOMINATED BY THE PRESIDENT R.P.F.C. (ASD) SPECIAL INVITEE SECRETARY GENERAL, AIEPFSF FOUR STAFF MEMBERS TO BE NOMINATED BY THE C.P.F.C. (ONE EACH FROM THE ZONE)

CONSTITUTION OF THE REGIONAL STAFF WELFARE COMMITTEE

PRESIDENT	:	R.P.F.C. (INCHARGE OF THE REGION) FOR HEAD OFFICE R.P.F.C. (ASD)
VICE PRESIDENT	:	SENIOR MOST R.P.F.C. II
SECRETARY	:	A.P.F.C. ADMINISTRATION
TREASURER	:	ANY A.P.F.C. ACCOUNTS
MEMBERS	:	MINIMUM FOUR (ALL TO BE NOMINATED, ONE EACH FROM SROS COMPULSORY)

❖ **MEETING**

AS AND WHEN REQUIRED BUT ONE IN AF.Y. IS COMPULSORY.

❖ **QUORUM**

**5 FOR CENTRAL STAFF WELFARE COMMITTEE & 4 FOR REGIONAL
STAFF WELFARE COMMITTEE EXCLUDING THE PRESIDENT.**

❖ **TENURE**

3 YEARS, PRESIDENT CAN NOMINATE SAME COMPOSITION FOR 2ND TERM ALSO.

❖ **BUDGET**

RS. 9.50 CRORE

(AUTHORITY : CIRCULAR NO. WF. 1 (1) 2003-4/15TH MEETING/CSWC DATED 4.8.2003)

FUNCTIONS & PROVISIONS FINANCIAL ASSISTANCE

❖ **PROLONGED ILLNESS :**

- o RS. 10,000/- ACCORDING TO MERIT OF THE CASE FOR NUTRITIOUS DIET FOR T.B. AND CANCER PATIENTS.
- o DEATH RELIEF RS. 2.50 LAKH IN ALL PRE MATURE DEATHS.
Rs. 3.00 lacs, extra, in case of death occurred due to accidents, cancer, Heart attack, Brain Hemorrhage

o THE COMMITTEE MAY SANCTION FINANCIAL ASSISTANCE OF NOT MORE THAN RS. 50,000/- IN EACH CASE OF DISABLEMENT, PARTIAL OR PERMANENT AND INJURY CAUSE TO THE EMPLOYEES OF THE ORGANISATION DUE TO TERRORIST/RIOTS ETC.

o TO HANDICAPPED PERSONS ACTUAL 2ND CLASS RAILWAY FARE FROM THE PLACE OF DUTY TO THE LIMB CENTRE AND BACK IF SUCH REIMBURSEMENT IS NOT THE RULES.

o RS. 20,000/- FOR A FAMILY IN CASE OF VICTIM OF FIRE, EARTH QUAKES etc.
AUTHORITY : W.F. 93 DATED 3.9.1993

o FINANCIAL ASSISTANCE IN CASE OF VICTIMS OF RIOTS, FLOOD, FIRE, MAJOR ILLNESS I.E. OPEN HEART SURGERY, CANCER, KIDNEY TRANSPLANTION CATEGORY FOR THE ASSISTANCE UPTO RS. 1,50,000/-

o SCHOLARSHIP

Children of members of the staff of the Organisation who secure 80% in aggregate in XII class, he shall be eligible for scholarship for running the studies. In case a ward is failed to secure 80% in Class XII but he will be eligible for Scholarship for IInd year. In simple words, for getting scholarship one has to secure 80% marks to enter in the Scholarship Zone. However, when a scholar receives on the basis of 12th and get admission in any degree course, following criteria will be applicable

Base	%
12 th	80
Continuance	65
Science	65
MBBS/BDS	PASSING
For P.G. Courses	
Arts/Commerce	65
Science	65

The rates of the Scholarship will be as under :

Base	%	Quantum
12 th	80	Rs. 600/- P.M.
Continuance	65	Rs. 600/- P.M.
Arts/Commerce Science	65	Rs. 600/- P.M.
MBBS/BDS	PASSING	Rs. 600/- P.M.
P.G. COURSES		
Arts/Commerce	65	Rs. 700/- P.M.
Science	65	Rs. 700/- P.M.

o Book Award

The addition to the Scholarship the book award will be given by any Regional Staff Welfare Committee) Regional offices / head Office) for the 10th and 12th class to all who fulfill the eligibility criteria as shown below :-

APPROVED		
Base	%	Quantum
10 TH	80	1800/-
12 th	80%	1800

Special award in case of ward of any employees who become topper of any State in the Class XII.

The Central Provident Fund Commissioner / President Central Staff Welfare Committee approved the proposal and directed to form a Scheme that whosoever stands first in the Class XII in any State would be granted Rs. 10,000/- as special award besides grant of regular Scholarship.

XIII INCENTIVE TO STAFF MEMBERS / OFFICERS.

The Staff Member / officers who attained their education during service period will be eligible for lump sum incentive / grant. The incentive / grant will be given as below :

Rs. 1500/- for group C and D employees Rs. 2,000/- w.e.f. who passes graduation after 1.4.2009 12.3.2007 i.e. issue of minutes of 18th meeting. All the officers and staff who acquire Rs. 5,000/- Computer Course of 6 months from any recognized university / institute.

Rs. 10000 for the mementoes of each retiring employee.

AUTHORITY : W.F. 06 DATED 12.3.2007

o INCENTIVE TO STAFF MEMBERS / OFFICERS.

RS. 50/- PER YEAR PER EMPLOYEES IS BEING PAID AS GRANT IN AID FROM THE WELFARE FUND FOR PURCHASE OF EQUIPMENTS / FURNITURE, LIBRARY BOOKS, EXCURSION TRIPS, CULTURAL PROGRAMMES.

o CRECHES

FOR SETTING UP OF THE CRECHES, THE EXPENDITURE WILL BE MET FROM WELFARE FUND.

o MAINTENANCE OF HOLIDAY HOMES

o AT PRESENT THE E.P.F.O., IS HAVING FOUR HOLIDAY HOMES ONE IN EACH ZONE I.E. SOUTH ZONE (KANYAKUMARI), NORTH (SHIMLA), WEST (GOA) & EACH (PURI)

**RATES, FOR EPFO EMPLOYEES AND THEIR
FAMILY MEMBERS INCLUDING PENSIONERS**

ON DUTY / NON DUTY

NON A.C. ROOM	RS. 80/- PER DAY
A. C. ROOM	RS. 120/- PER DAY

AUTHORITY W.F. 1 (1) MEETING 4377 DATED 28.4.1998

❖ ELIGIBLE

A) ALL EMPLOYEES OF THE E.P.F.O.

**B) ALL OFFICERS ABOVE THE RANK OF GAZETTED OFFICERS
FROM MINISTRY OF LABOUR.**

- C) MEMBERS OF THE BOARD OR ITS SUB COMMITTEES OR MEMBERS OF THE REGIONAL COMMITTEES.
- D) FAMILY MEMBERS OF THE EMPLOYEES (EPFO) GAZETTED OFFICERS OF CENTRAL / STATE GOVERNMENT.
- ❖ MAINTENANCE / OPENING OF GUEST HOUSES.
- o DURING THE 16TH MEETING OF THE CENTRAL STAFF WELFARE COMMITTEE HELD ON 20.8.2004, THE SUBJECT WAS DISCUSSED IN DETAIL. THE COMMITTEE DECIDED THAT THE EXPENDITURE REQUIRED ON MAINTENANCE OF GUEST HOUSES / OPENING OF GUEST HOUSES WHOULD BE MET FROM THE GENERAL BUDGET UNDER THE HEAD MAINTENANCE OF OFFICE BUIILDINGS.
- ❖ BUDGET FOR MAGAZINES/NEWSPAPER @ RS. 2,000/- FOR REGIONAL OFFICIAL AND RS. 1,000/- FOR SUB REGIONAL OFFICES.

❖ **CANTEEN**

AS A WELFARE MEASURE INFRASTURE I.E. CROCKERY, UTENSILS AND OTHER ITEMS SHOULD BE PROVIDED TO THE CONTRACTOR. GRANTS ARE AUTHORISED AT THE FOLLOWING RATE.

- A CATEGORY EMPLOYEES 700-1200 RS. 60,000/-
- B CATEGORY EMPLOYEES 500-699 RS. 45,000/-
- C CATEGORY 250-499 EMPLOYEES RS. 32,000/-
- D CATEGORY 100-249 EMPLOYEES RS. 25,000/-
- RETENTION PERIOD OF EQUIPMENTS 5 - 6 YEARS
- CROCKERY 2 YEARS, FURNITURE 6 – 8 YEARS.

AUTHORITY 17TH MEETING OF THE C.S.W.C. HELD ON 7.1.2006

❖ **LADIES COMMON ROOM / INTERNAL COMPLAINTS COMMITTEES.**

- **INTERNAL COMPLAINTS COMMITTEE HAVE BEEN SET UP IN EACH REGIONAL OFFICE FOR WHICH ½ OF THE MEMBES SHOULD BE LADIES BESIDES CHAIRPERSON ALSO BE A WOMEN. THE COMMITTEE WILL LOOK AFTER THE GRIEVANCES RECEIVED FOR THE SEXUAL HARASSMENT AT WORKPLACE.**
- **IN EACH OWNED BUILDINGS, THE PROVISIONS HAVE BEEN MADE TO SET UP LADIES COMMON ROOM FOR WHICH RS. 13,000 HAVE BEEN SANCTIONED FROM THE CENTRAL STAFF WELFARE COMMITTEE FOR PROVIDING BASIC INFRASTRUCTURE.. Rs. 20,000/- to be sanctioned on women day i.e. 8th March**

❖ **MEDICAL HEALTH CHECK UP CAMPS ETC.**

- **MEDICAL CHECK UP CAMPS FOR EPFO SUBSCRIBERS AND THE EMPLOYEES ON THE FOUNDATION DAY OF THE EPFO EVERY YEAR BY ORGANIZING CAMPS WITH THE HELP OF RED CROSS / LIONS CLUBS / ROTARY / NGOS / HOSPITALS ETC. AND THE EXPENDITURE ON SUCH TYPE OF CAMPS CAN BE INCURRED BY THE REGIONAL STAFF WELFARE COMMITTEE.**
- **COMPREHENSIVE HEALTH CHECK UP FOR THE EMPLOYEE HAVING AGE OF 50 WITH NO AGE BAR OF SPOUSE THE EXPENDITURE TO BE PAID THROUGH WELFARE FUND. HIGHER CEILING OF RS. 1,500/- IS FIXED.**
- **TREAD MILL MACHINE AND ABDOMINAL EXERCISE EQUIPMENTS FOR ALL THE OFFICES HAVING ENOUGH SPACE.**

❖ **BRAVERY AWARD**

- BRAVERY AWARD HAS ALSO BEEN SET UP FOR THE EMPLOYEES WHO SHOWS EXTRA ORDINARY COURAGE. THE AWARDEE IS SUITABLY REWARDED.

❖ **ANY OTHER ITEMS**

FOR ORGANISING CULTURAL MEET/HOLIDAY CAMPS/ PERMITTING ARTISTS/LITERARY TALENTS OF THE EMPLOYEES / FOR CULTURAL MET, SCOUTING AND ART AND CRAFT TRAINING IN FIRST AID TAILORING CENTRE FOR WOMEN ORGANISATIONS AND PROVIDING ASSISTANCE FOR SUCH OTHER GENERAL PURPOSE WHICH THE REGIONAL STAFF WELFARE COMMITTEE CONSIDER IN THE GENERAL INTEREST OF THE EMPLOYEES. HOWEVER, ALL THE PRESIDENTS OF THE REGIONAL STAFF WELFARE COMMITTEE SHOULD USE THE FUNDS ALLOCATED FOR THE SPECIFIED PURPOSES. ANY PROPOSAL, WHICH DOES NOT COVER BY THE RULES AND REGULATIONS OF THE CENTRAL STAFF WELFARE COMMITTEE, SHOULD FIRST BE SENT TO CENTRAL STAFF WELFARE COMMITTEE FOR CONSIDERATION

❖ **ACCOUNTING PROCEDURE**

ON THE RECOMMENDATIONS OF THE CENTRAL STAFF WELFARE COMMITTEE, SANCTIONS WILL BE ISSUED BY THE WELFARE SECTION IN THE CORPORATE OFFICE ALLOTING FUNDS TO THE REGIONAL WELFARE COMMITTEES FOR VARIOUS WELFARE ACTIVITIES. THE SANCTION SO RECEIVED AND CONSUMED WOULD BE REFLECTED IN THE EXPENDITURE RETURN SENT TO CORPORATE OFFICE AT THE END OF EACH FINANCIAL YEAR. POWERS TO SANCTION FUNDS FROM THE WELFARE FUND IS VESTED WITH PRESENT CENTRAL STAFF WELFARE COMMITTEE AND REGIONAL STAFF WELFARE COMMITTEE RESPECTIVELY THEN BASED ON THE AUDITED ACCOUNTS OF THE REGIONS BY ZONAL AUDIT OFFICER, THE CSWS WILL SUBMIT CENTRAL COMMITTEE A STATEMENT SHOWING RECEIPT & PAYMENTS. THE ACCOUNTS SHOULD BE AUDITED BY AN OFFICER AS NOMINATED BY THE C.P.F.C.

❖ **DELEGATION OF POWER**

CENTRAL STAFF WELFARE COMMITTEE IS EMPOWERED TO AMEND THE RULES AND PROVISIONS MADE THEREIN AS AND WHEN REQUIRED.

❖ **REMITTANCE**

BY CHEQUES / DEMAND DRAFTS/THROUGH ELECTRONIC TRANSFERS TO ALL THE REGIONAL OFFICES

**AUTHORITY W.F. 1(1) 2003-04/15TH MEETING / CSWC
DATED 21.8.2003.**

E.P.F. CENTRAL SPORTS PROMOTION BOARD

CONSTITUTION OF THE CENTRAL SPORTS PROMOTION BOARD

PRESIDENT	:	C.P.F.C. (EX OFFICIO)
VICE PRESIDENT	:	A.C.C. (HR) (EX OFFICIO)
SECRETARY	:	R.P.F.C. (HRM)
ASSISTANT SECRETARY	:	WELFARE OFFICER
TREASURER	:	R.P.F.C. (BANKING)
MEMBERS	:	F.A. & CAO FOUR STAFF MEMBERS TO BE NOMINATED BY THE C.P.F.C. (ONE EACH FROM THE ZONE) COACH OF ALL INDIA CRICKET TEAM AND FOOTBALL TEAM.

CONSTITUTION OF THE REGIONAL SPORTS PROMOTION BOARD

PRESIDENT	:	R.P.F.C. (INCHARGE OF THE REGION) FOR HEAD OFFICE R.P.F.C. (ASD)
VICE PRESIDENT	:	SENIOR MOST R.P.F.C. II
SECRETARY	:	A.P.F.C. ADMINISTRATION
TREASURER	:	ANY A.P.F.C. ACCOUNTS
MEMBERS	:	MINIMUM FOUR (ALL TO BE NOMINATED, ONE EACH FROM SROS COMPULSORY)

AUTHORITY : SPORTS 1 (2) 94-95/RECONST/VOL.II DATED 28.10.2003

❖ **MEETING**
AS AND WHEN REQUIRED.

❖ **QUORUM**
5 FOR CENTRAL SPORTS PROMOTION BOARD & 4 FOR REGIONAL
SPORTS PROMOTION BOARD EXCLUDING THE PRESIDENT.

❖ **TENURE**
2 YEARS

❖ **FUNCTIONS :**

- INDOOR GAMES FOR MEN & WOMEN – ZONAL & FINAL LEVEL
- ATHELETICS COMPETITIVE FOR MEN & WOMEN – ALL INDIA LEVEL
- CRICKET – ZONAL & FINAL LEVEL.
- FOOTBALL & VOLLEYBALL – ZONAL & FINAL LEVEL

❖ **TIME FOR ORGANISING TOURNAMENTS**

- INDOOR GAMES THREE DAYS FOR ZONAL EVENTS (CHESS, CARROM, TABLE TENNIS, BADMINTION FOR MEN & WOMEN) THREE DAYS FOR FINAL
- CRICKET – THREE DAYS FOR ZONAL – THREE DAYS FOR FINAL
- FOOTBAL & VOLLEYBALL – THREE DAYS FOR ZONAL – THREE DAYS FOR FINAL
- ATHELETICS & INDOOR FINALS – THREE DAYS.

❖ **LEVEL OF COMPETITION ZONAL LEVEL – KNOCK OUT
FINAL - LEAGUE**

❖ **ARRANGEMENT OF ZONES**

- o NORTH – (SEVEN, HQ, DL, HR, PN, HP, UA, UP)
- o SOUTH – (FOUR, TN, KN, KR, KN)
- o WEST – (SIX, CHATISGARH, GOA, GJ, MP, MH, RJ)
- o EAST – (BR, JH, NER, OR, WB)

❖ **PARTICIPANTS**

- o CRICKET 14 + ONE MANAGER
- o FOOTBALL 14 + ONE MANAGER
- o ATHELETIC 25 (AVERAGE) + ONE MANAGER
- o VOLLEYBALL 10

❖ **DETAILS OF COMPETITION**

CARROM	TABLE	BADMINTION	CHESS
MEN & WOMEN SINGLES. MEN'S DOUBLE, MIXED DOUBLE MEN'S SINGLE FOR HANDICAPPED	MEN & WOMEN SINGLES, MEN'S DOUBLE, MIXED DOUBLE	MEN & WOMEN SINGLES. MEN'S DOUBLE, MIXED DOUBLE	MEN & WOMEN SINGLES.

❖ **NORMS**

- o ONE SPORTSMEN CAN PARTICIPATE IN MAXIMUM OF THREE COMPETITIONS.

AUTHORITY 19TH MEETING OF THE C.S.C.B. HELD ON 22.3.1999

❖ **PRIZES**

- o FOR CRICKET / FOOTBALL / BASKETBALL & VOLLEYBALL – WINNER AND RUNNER UP GET TROPHY – SHIELD.

- o INDOOR AND ATHLETICS GOLD MEDALS (25) COSTING RS. 100/- SILVER (25) COSTING RS. 75/- BRONZE (25) COSTING RS. 50/-
- o FOR ZONAL INDOOR 42 MEDALS
- o CERTIFICATES FOR PARTICIPATION ARE ALSO TO BE AWARDED.
- o BLAZERS (SIX) FOR BEST SPORTSMEN OF THE YEAR I.E. ONE FOR CRICKET, ONE FOR FOOTBALL, ONE EACH FOR BASKETBALL & VOLLEYBALL, ONE FOR ATHELETIC & INDOOR GAMES AND ONE WOMEN ATHLETE. THE COST OF THE BLAZER SHOULD NOT BE MORE THAN RS. 3,500/-
- o FOUR BLAZERS ARE ALSO GIVEN TO THE CENTRAL OBSERVERS (WHO HAVE BEEN DEPUTED BY EH CENTRAL SPORTS PROMOTION BOARD FOR SMOOTH CONDUCT OF THE TOURNAMENT) IN EACH SPORTING EVENT I.E. CRICKE,T FOOTBALL, ATHLETIC & BASKETBALL & VOLLEYBALL.

AUTHORITY 25TH MEETING OF THE C.S.C.B.

❖ THE TEAM CHAMPIONSHIP

- o BEST SPORTSMEN, BEST SPORTSWOMEN ARE SELECTED BASED ON THE POINTS ACCRUED BY THE TEAM LIKE 5, 3 & 1 POINT COUNTED AS PER THE POSITION IN HE ATHELETICS ONLY AND NOT ON THE ZONAL BASIS

❖ STAY ARRANGEMENT

- o THE PERMISSIBLE STAY PERIOD IS ONE DAY EARLY AND ONE DAY LATER APART FROM THE PARTICIPATION DAYS. ONLY PLAYERS AND MANAGERS ARE ALLOWED TO STAY.

❖ INCENTIVE

- o D.A.
- o RS. 150/- FOR THE TRANSIT TWO DAYS I.E. (ONE FOR TO AND FRO) TO BE PAID BY THE RESPECTIVE BOARD.
- o FOR STAY AND PARTICIPATION DAYS RS. 75/- TO BE PAID BY THE RESPECTIVE BOARD.

- o PRACTICE ALLOWANCE
 - o 15 DAYS @ RS. 50/- (HOLIDAYS SHOULD ALSO BE INCLUDED IN PRACTICE DAYS).
 - o TRAVELLING ALLOWANCE AS PER ENTITLEMENT (AS ON DUTY).
 - ◆ UNIFORM @ RS. 1500/- PER PARTICIPANT INCLUDING MANAGER
- AUTHORITY 22ND METING OF THE C.S.C.B. HELD ON 1.10.2002.

ATHLETIC EVENT AND STANDARDS FIXED

S. No.	EVENT	PARTICIPANTS	MINIMUM NORMS (EXISTING)	RELAXED NORMS
1.	100 M RACE	MEN	12.8 SEC	13.8 SEC
		WOMEN	16.5 SEC.	17.8 SEC
2.	200 M RACE	MAN	26.0 SEC	28.0 SEC
		WOMEN	35.0 SEC	38.5 SEC

3.	400 M RACE	MEN	1 MINUTE	1 M 10 SEC
		WOMEN	1 M 25 SEC	1 M 40 SEC
4.	800 M RACE	MEN	2 M 20 SEC	2 M 35 SEC
5.	1500 M RACE	MEN	4 M 55 SEC	5 M 10 SEC
6.	100 M RACE HURDLE	MEN	20.6 SEC	22.6 SEC
7.	4 X 100 M RELAY RACE	MEN	52.9 SEC	1 MINUTE
8.	DISC. THROW	MEN	20 METERS	19 METERS
		WOMEN	15 METERS	14 METERS
9.	JAVELIN	MEN	30 METERS	29 METERS
		WOMEN	15 METERS	14 METERS
10.	SHOTPUT	MEN	8 METERS	7.5 METERS
		WOMEN	5 METERS	4.5 METERS
11.	LONG JUMP	MEN	5 METERS	4.5 METERS
		WOMEN	3 METERS	2.7 METERS

12.	HIGH JUMP	MEN	1.4 METERS	2.7 METER
13.	TRIPLE JUMP	MEN	9.5 METERS	9 METERS
14.	50 METES RACE	HANDICAP PED MEN	WITH LOWER LIMBS ONLY	SAME
15.	100 METER RACE	MANAGER S	NO STANDARD	

- o THE E.P.F.O. IS AFFILIATED TO ALL INDIA PUBLIC SECTOR SPORTS PROMOTION BOARD AND IS PARTICIPATING IN ALL THE MAJOR SPORTING EVENTS WHICH ARE BEING CONDUCTED BY THE ALL INDIA PUBLIC SECTOR SPORTS PROMOTION BOARD.
- o THE E.P.F.O. IS ALSO AFFILIATED TO TABLE TENNIS FEDERATION OF INDIA AND ALSO PARTICIPATING IN NATIONAL TABLE TENNIS TOURNAMENTS.