

OFFICE OF THE REGIONAL PROVIDENT FUND  
COMMISSIONER

9th floor Mayur Bhawan New Delhi-110001

No. PFRC/98 Coord/DL/27857 Coverage/8835

Regd. A.D.

Dated the : 30/9/2003

To

M/s. Green House Keeping  
D/1146, Street No. 3  
Ashok Vihar, New  
MIG Flats, Delhi-93

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

Dear Sirs,

On the basis of particulars furnished by you on 25/9/03 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 House Keeping which is included in schedule 1/classes of establishment in Employees' Provident Funds and Miscellaneous Provisions Act, 1952,

(b) that the said establishment/factory has employed 20 persons on 16/8/03

(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 16-8-03 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/ 27857 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.