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Andhra Pradesh State Civil Supplies Corporation Ltd.

(A State Government Undertaking)

Regd. Office: 6-3-655/1/A, Civil Supplies Bhavan, Somajiguda, HYDERABAD -500 082.

Sri V. ANIL KUMAR, IAS.
CHAIRMAN(BOT)

CIRCULAR No.52

No Acts.37/2013/PF.Hamalties.

Dt.18.07.2013

Sub : APSCSCL - EPF Trust - Settlement of Hamali claims under
EPF & MP Act. - Certain guidelines issued.-Reg.

Ref : 1).H.O.CSC/HO/Hamalties/2008-09, dt.10.08.2011.

In the reference cited clear guidelines were issued to all the District Managers to follow, while sending proposals for final settlement/claims pertaining to hamalties of PF Trust.

During the verification of the claims furnished by the district offices, it is found that the claims are furnished without proper verification and required data. Further while furnishing the monthly IOCPF statement pertaining to the trust members, it is found that some of the districts are including the contributions pertaining to resigned/retired/expired hamalties.

It is not known how the contributions of the retired/resigned/expired members are being included in the monthly statements sent to Head office. It is obvious that the contributions of the working hamalties is being distributed to the hamalties who are not in the rolls of the Corporation which is creating problems in Head office for online payment to RPFCL.

Further in the claims furnished for final settlement of PF accumulations of the expired members, only family members certificate is sent without enclosing the Legal heir certificate or the consent obtained from the other members of the family foregoing their claim and authorising Corporation to release the accumulations to one of their family members.

All these issues are creating problems and causing delays in Head office for final settlement of the PF accumulations of the resigned /retired/expired hamalties.

In view of this, the following guidelines are issued for strict adherence and for early settlement of the claims.

- 1) Enough care should be taken while sending the monthly contributions of the employees(hamalties) and ensure that no contributions pertaining to the resigned /retired/expired hamalties included. Any deviation in following this will be viewed seriously.

- 2) While furnishing the monthly contributions of the employees, the total wages of all the trust members should invariably included in the statement for cross verification of the contributions.
- 3) While furnishing the claims pertaining to the expired members, along with family members certificate, consent obtained from the other family members(major) foregoing their claim, giving authorisation for payment of the PF accumulations to one of their family member should be invariably furnished with the claim.
- 4) As already advised, it is also requested to obtain PF nomination from all the members of the trust and send the same to PF trust immediately.

All the District Managers are requested to ensure that the above instructions are scrupulously followed for early settlement of the final claims and also correctly furnish data to the RPF.

Sd/- Sri V.ANIL KUMAR, IAS
CHAIRMAN(BOT)

To
All the District Managers,
AP State Civil Supplies Corporation Ltd.

Copy to all Zonal Managers, APSCSCL for necessary action.
Copy to GM(PDS) APSCSCL for information.

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SECRETARY(BOT)