



## कर्मचारी भविष्य निधि संगठन

Employees Provident Fund Organisation

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

### मुख्य कार्यालय/Head Office

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Website: [www.epfindia.gov.in](http://www.epfindia.gov.in), [www.epfindia.nic.in](http://www.epfindia.nic.in)



No.BKG-12/1/2020-BKG/E-13786/191 | 23

Date: 01.08.2025

To,

1. All ACC-HQ (Zones)/All ACC (Zones)
2. All RPFC-I/OICs

Sub: **Instructions regarding transfer of subsidy from A/c 24 to A/c 22 of ROs-Reg.**

Madam/Sir,

It has been observed that the existing procedure adopted by Regional Offices (ROs) for managing minor fund requirements under Account No. 22 (EDLI Administration), particularly during ECR revision/rejection cases, is resulting in operational delays.

2. Presently, ROs do not receive contribution inflows in their office bank accounts; these accounts are utilized solely for disbursement purposes. While the Head Office has sanctioned Overdraft (OD) limits for Account Nos. 1, 2, 10, and 21, no such facility exists for Account No. 22. Furthermore, EDLI Administration charges from un-exempted establishments have been waived off with effect from 01.04.2017, leading to no transactions in Account No. 22 at the RO level.

3. However, during ECR revision/rejection cases, fund requirements in Account No. 22 necessitate requests to the Head Office for transfer of funds from Account No. 24. This causes undue delay in routine operations.

4. In view of the above, the following instructions are issued for immediate implementation:


- **Regional Offices shall transfer funds required in Account No. 22 for ECR rejection/revision cases from Account No. 24 at the RO level.**

- **All such transfers must be properly recorded and reported to the Head Office through the Annual Balance Sheet** for internal onetime adjustment, wherever required.

5. All Zonal Offices are directed to communicate and ensure this instruction to their respective Regional Offices for compliance with immediate effect. Strict adherence is expected to avoid procedural delays.

**(This issues with the approval of FA&CAO)**

Yours faithfully

  
(G R Suchindranath)  
ACC (F&A)

**Copy to:**

1. FA&CAO for information.
2. ACC (F&A) for information.
3. RPFC-I (Balance Sheet, HO) with the request to provide necessary provision for this adjustment in Annual Balance Sheet of FY 2025-26.