



कर्मचारी भविष्यनिधि संगठन  
EMPLOYEES' PROVIDENT FUND ORGANISATION

[भ्रमणव्यवस्था मंत्रालय, भारत सरकार]  
[MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA]

आंचलिक कार्यालय: मुंबई-1

Zonal Office (Headquarters) Mumbai - 1

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No. ZOMumbai-1/6(275)2024/ 579

Date: 09.01.2024

**OFFICE MEMORANDUM**

Sub: **Offer of appointment to the post of Enforcement Officer / Accounts Officer in Employees' Provident Fund Organisation, Ministry of Labour and Employment in Level 8 in the Pay Matrix as per 7<sup>th</sup> CPC, General Central Service Group 'B', Non-Ministerial.**

On recommendation of the Union Public Service Commission, vide their letter no. F.No.1/58(9)2019-R-IV/SPC-II dated 09.09.2022, Shri/Smt./Kum.NITIN KUMAR MASKE is hereby offered provisional appointment to the post of Enforcement Officer/Account Officer in Level 8 in the Pay Matrix as per 7<sup>th</sup> CPC, General Central Service Group 'B', Non-Ministerial, in the Employees' Provident Fund Organisation, Ministry of Labour and Employment, Government of India.

2. The appointment to the said post is subject to following terms & conditions:

- I. This post carries a Level 8 post in Pay Matrix. If the candidate is already in Government service, his/her pay will be fixed in the above scale in accordance with rules and conditions prevailing at the time. If the candidate is not a Government servant, he/she will be entitled to the minimum of the level in the pay matrix. Dearness and other allowances will be admissible under the rules governing the grant of such allowance in force from time to time.
- II. The appointment of the candidate will be purely on a temporary basis and until further orders.
- III. The services of the candidate will be terminable on one month's notice from either side, if post is held on temporary basis. In terms of Regulation 10 of the Employees' Provident Fund (Officers & Employees' Conditions of Services) Regulation 2008, the notice period from either side will be of 3 months, if post is held on permanent basis. The Appointing Authority, however, reserves the right of terminating the services of the candidate forthwith or before the expiration of the stipulated period of notice by making payment to the candidate of a sum equivalent to the pay and allowances for the period of notice or the unexpired portion thereof.
- IV. The candidate will be on probation for two years from the date of appointment, for which period may be extended at the discretion of the Competent Authority in terms of Regulation 7 of the Employees' Provident Fund (Officers & Employees' Conditions of Service) Regulations 2008. On completion of probationary period satisfactorily including passing of

probationary examination as per rules, the candidate will be considered for confirmation in the substantive post of Enforcement Officer/Accounts Officer. Further failure to complete the probation to the satisfaction of competent authority or if during the period of probation or extension thereof as the case may be, the appointing authority is of the opinion that the candidate (probationer) is not fit for permanent appointment to the said post of Enforcement Officer / Accounts officer, such authority may discharge / terminate the candidate from the service, for reasons to be recorded in writing.

- V. The candidate shall be required to undergo training, e.g., Foundation / Induction Course, refresher courses, mid-term career growth, in-service skill development, retirement planning courses and other mandatory courses announced by EPFO from time to time.
- VI. The Leave, Travelling Allowances, Pension/NPS and all other service matters connected with service conditions will be governed by the rules and order in force from time to time that are applicable to the employees of EPFO.
- VII. The candidate is liable to be posted and transferred anywhere in India.
- VIII. No Travelling Allowance for joining the post will be paid unless the candidate is a permanent Government servant or has completed three years of temporary service in government.
- IX. On joining the post, the candidate will be required to take an Oath of Allegiance to the Constitution of India or make a solemn affirmation to that effect.
- X. The candidate who is already employed should produce a valid relieving/discharge order from the last employer.
- XI. The Candidate belonging to a category of Scheduled Caste (SC), Scheduled Tribe (ST) or Other Backward Classes (OBC) or Economically Weaker Section (EWS) or belonging to the Physically Handicapped (PH)/Ex-Servicemen (EXS) quota should produce a certificate issued in the prescribed form by any of the Judicial/Revenue/Medical/Defence Authorities mentioned therein. The appointment of such candidate will be provisional and it is subject to verification of the Caste/Tribe certificate through proper channels and that if the claim to belong to SC/ST/OBC is found to be false, the services will be terminated forthwith without assigning any reasons and without prejudice to such further action that may be taken under the Indian Penal Code for production of false certificate. Any change of religion, after appointment should be intimated immediately to the Appointing and Administrative Authority concerned.
- XII. In accordance with the existing instructions, a person shall not be eligible for appointment under the Government of India, if he has entered into or contracted a marriage with a person having a spouse living or who having a spouse living has entered into or contracted marriage with any person, provided that the Central Government may, if satisfied that there are special reasons for doing so, exempt any person from the operation of this rule. This provisional

offer of appointment is therefore, conditional upon satisfying the requirements mentioned above and also furnishing to this department a declaration to that effect in the prescribed proforma at the time of joining. If, however, you desire to be exempted from the operation of this rule for any special reason (s), you should make a representation in this behalf immediately.

- XIII. This offer of appointment is further subject to the medical certificate of fitness issued by the appropriate Medical Authority for appointment to the post of Enforcement Officer / Account Officer.
- XIV. If any declaration given or information furnished by the candidate is proved to be false or any material information is found to have been wilfully suppressed, the candidate will be liable for removal from service and other action as may be deemed necessary.
- XV. If the candidate accepts the offer on the above terms and conditions, a written acceptance/intimation may be forwarded to the undersigned immediately.
3. This issues with the approval of Central Provident Fund Commissioner.

Yours faithfully,



[D. REMMEI]

Addl. Central P.F. Commissioner  
Mumbai-1 Zone

To,

Sh./Smt./Kum. **NITIN KUMAR MASKE**  
Roll No. 3800894

Copy to:

1. **SHRI NITIN KUMAR MASKE**  
50, Prakash nagar West CIDCO N 2 Lane No 3, Mukundwadi, Aurangabad, Maharashtra-431006
2. The Secretary, U.P.S.C. Shahjahan Road, Dholpur House, New Delhi-11001 by name to Shri Maha Singh, Deputy Secretary (SPC-I) for information with reference to their letter No.F.No.1/58(9)2019-R-IV/SPC-II dated 09.09.2022.