

Urgent/Time bound

DELHI STATE INDUSTRIAL AND INFRASTRUCTURE DEV. CORPORATION LTD  
419, UDYOG SADAN PATPARGANJ INDUSTRIAL AREA DELHI  
DSI IDC EPF TRUST

No.DSI IDC/EPF Trust/KYC documents/

Dated: 20-9-2018

Sub: Non submission or mismatch of KYC details in respect of DSI IDC employees  
CIRCULAR

1. It is hereby informed to all employees of DSI IDC Ltd, that Central Provident Fund Commissioner under para 36(7) of the EPF scheme 1952 has to duly seed the KYC details of the EPF subscribers of the Exempted and Un exempted Establishments on the basis of the records provided by the Establishments. KYC details of members refers to Adhar, PAN, Bank accounts details etc.

2. Due to non submission of KYC details by the EPF members/DSI IDC employees and mismatching of names , date of birth etc. in EPF and Adhar records, KYC details of DSI IDC employees are incomplete in the records/data of EPF Deptt. This has been viewed seriously by the Regional PF Commissioner and issued a show cause notice on 19-9-2018 for violating the provisions of EPF & MP Act 1952. Violation of provisions of EPF & MP Act 1952 which renders the Establishment and members, liable for prosecution which involves imprisonment or fine or both.

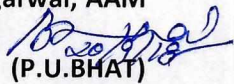
3. All the 340 members of EPF scheme/DSI IDC employees in whose case KYC is incomplete as per list already uploaded in the website, are requested to submit the following documents to CPF Cell, 3<sup>rd</sup> floor, Udyog Sadan Bldg, Patpar Ganj , New Delhi within 3 days from the date of issue this circular.

a) Declaration by the members/employees in whose case KYC is incomplete/mismatch . Prescribed form for this purpose is enclosed herewith , which is required to be sent to EPF deptt after verification by the DSI IDC Personnel Branch. This form be submitted in duplicate.

b) Self attested copy of Adhar Card, PAN, Bank details etc. in duplicate.

4. Please note that non submission of above information may lead to stoppage or delay in release of salary, EPF withdrawal/final payment, EPF pension etc.

5. For any assistance/query in this regard please contact CPF cell help desk - Sh Gobind Agarwal, AAM Mob. 9811100959, Shri Manoj, Mob No.8384826536, Shri Ram Krishan, Mob No.9560629950

  
(P.U. BHAT)

CAO(CPF CELL)

To

All the Divisional Heads, DSI IDC

All the Officers and staff of DSI IDC Ltd.

Copy to:

1.The chairman/ Secretary/Trustees of DSI IDC EPF Trust

2.DM(Personnel)/Sr Manager Personnel/Manager(Personnel) DSI IDC to make necessary arrangement to match the employee details (based on original Educational certificates ) with Adhar records. In case of mismatch in name, date of birth etc. employees may be advised to correct their particulars in Adhar/PAN/Bank details.

✓ 3.DM(IT) with the request to upload this circular in the DSI IDC website.

Joint Declaration By the Member and The Employer

To

Date:

The Regional P F Commissioner  
\_\_\_\_\_

**Sub: Joint declaration by the member and the employer**

Dear Sir,

I, \_\_\_\_\_ am/ was an employee / ex employee of  
\_\_\_\_\_ furnishing below herewith correct details with aforesaid  
establishment :-

Particulars	Correct	Wrong
Name		
Father/ Husband Name		
PF / EPS Account No.		
Date of Birth (DD/MM/YYYY)		
Date of joining (DD/MM/YYYY)		
Date of leaving (DD/MM/YYYY)		

I am also enclosing herewith self attested copy of ID proof (**Any one** - PAN card/ Voters' Identity Card/ Passport/ Driving License/ Aadhar Card) for your ready reference.

Therefore, you are requested to make necessary changes in your records (if required) under intimation to me. An early action in this regard will be highly appreciated.

Yours Faithfully

Name & Signature of Applicant :

Name of Authorized Signatory :

Signature With Establishment Seal :

Encl.: As Above