

1/321456/2022

**No.FD-FB-108/1/2022-5FB1/321456
GOVERNMENT OF PUNJAB
DEPARTMENT OF FINANCE
(FINANCE BUDGET-I BRANCH)**

Dated, Chandigarh the 22 February, 2022

To

- i) The Special Chief Secretary, Additional Chief Secretaries, Financial Commissioners, Principal Secretaries & Administrative Secretaries to Govt. of Punjab
- ii) All Heads of the Departments of the State
- iii) All Commissioners of Divisions:
- iv) All Deputy Commissioners & District & Sessions Judges and
- v) The Registrar, Punjab & Haryana High Court, Chandigarh,
- vi) Secretary, Punjab Vidhan Sabha.

Subject: To deposit EPF, ESIC contribution and other Statutory Contributions of the outsourced manpower in different Government Departments, Societies, Boards and Corporations engaged through manpower/ works contracts.

Madam/Sir,

I am directed to inform that it has been brought to the notice of Finance Department that the EPF and ESIC contribution of the outsourced manpower (whether through enlistment or contractors) in different Government Departments, Societies, Boards, Corporations and other Government Agencies engaged through manpower/ works contracts is not being deposited in their accounts as required under various laws governing their engagement.

2.0 In this matter, you are requested to ensure the compliance of following instructions in your department;


- i) DDOs must check that the EPF, ESIC and other statutory contributions are duly deposited by the contractors in the accounts of the outsourced manpower created for the specific purpose and further DDOs will be responsible for verifying the contributions of the previous month before releasing the amount due for the next month. Cross verification of deductions made and deposit receipts/account statements of the concerned manpower may be done before releasing the amount due for next month.
- ii) In the event of failure of the DDO to take necessary measures to verify the deduction and deposit of EPF, ESIC and other statutory contributions, the

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amount due to be deposited as EPF, ESIC etc along with interest and penalty due as per law shall be deducted upfront from his salary.

- iii) Head of the office shall seek compliance report from all DDOs under his jurisdiction on quarterly basis.


Budget Officer
R✓

A copy is forwarded to the Chief Secretary to the Government of Punjab for his kind information please.



Budget Officer
R✓

To

Chief Secretary to the Government of Punjab

ID No.FD-FB-108/1/2022-5FB1/321456 Dated, Chandigarh the 22-02-2022

A copy is forwarded to the Principal Secretary to Chief Minister, Punjab for kind information.


Budget Officer
R✓

To

Principal Secretary to Chief Minister, Punjab

ID No.FD-FB-108/1/2022-5FB1/321456 Dated, Chandigarh the 22-02-2022

A copy of the above is forwarded to Secretary Finance, Special Secretary Expenditure and Special Secretary Finance for information and necessary action, please.


Budget Officer
R✓

To

1. Secretary Finance.
2. Special Secretary Expenditure
3. Special Secretary Finance

ID No.FD-FB-108/1/2022-5FB1/321456 Dated, Chandigarh the 22-02-2022

A copy of the above is forwarded to Deputy Secretary and all Under Secretaries Finance for information and necessary action, please.


Budget Officer
R✓

To

1. Deputy Secretary Finance.
2. All Under Secretaries Finance

ID No.FD-FB-108/1/2022-5FB1/321456 Dated, Chandigarh the 22-02-2022

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A copy of the above is forwarded to Superintendent of all Finance Expenditure Branches, Superintendent Finance Budget-2 Branch, Superintendent Finance Pension Policy and Coordination Branch and Superintendent Finance Personnel-1 and 2 Branches for information and necessary action.

Harwinder Singh
Budget Officer
RK

To

1. Superintendents of all Finance Expenditure Branches.
2. Superintendent Finance Budget-2 Branch.
3. Superintendent, Finance Pension Policy and Coordination Branch
4. Superintendent, Finance Personnel-1 and 2 Branches.

ID No.FD-FB-108/1/2022-5FB1/321456

Dated, Chandigarh the 22-02-2022

Endst No.FD-FB-108/1/2022-5FB1/321456

Dated, Chandigarh the 22-02-2022

A copy of the above is forwarded to the followings for necessary action, Please.

- i. Director, Treasuries and Accounts, Punjab, Chandigarh
- ii. All District Treasury Officers and Treasury Officers, Punjab with the directions to ensure implementation of the above instructions in letter and spirit.
- iii. State Information Officer, NIC, Punjab.
- iv. Project In-charge NIC, New-IFMS

Harwinder Singh
Budget Officer
RK

Endst No.FD-FB-108/1/2022-5FB1/321456

Dated, Chandigarh the 22-02-2022

A copy of the above is forwarded to the Principal Accountant General (A&E), Punjab and Principal Accountant General (Audit). Punjab Chandigarh for information and necessary action.

Harwinder Singh
Budget Officer
RK

Copy :-

Secretary/ Finance Minister, Punjab

Private Secretary/Additional Chief Secretary Finance