

नाम : 'फूडकोर्प'
Gram : 'FOODCORP'
फैक्स नं. : एचएफसीआई एनडी
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भारतीय
खाद्य
निगम



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CORPORATION
OF INDIA

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No.CPF III/CPF Contribution/2013

Dated: 07.03.2017

CIRCULAR NO. CPF/32/HEADQUARTERS

Subject: Timely payment of CPF amount and timely forwarding of pension documents.

The matter regarding timely payment of CPF and other retirement benefits was discussed in 109th meeting of Board of trustees on 28.12.2016 and it was decided that the following timeframe for forwarding of application, it's processing and release of payment may be adhered to strictly.

SI No.	WORK TO BE DONE	TIME LIMIT
1.	Issuance of form to the member.	90 days prior to the date of retirement.
2.	Submission of form by the member to personal division.	60 days prior to the date of retirement.
3.	Deduction of CPF contribution upto date of retirement.	One Months in advance.
4.	Forwarding of application for CPF final Payment to Zonal Office / Headquarters.	45 days before the date of retirement without waiting for last deduction.
5.	Release of CPF payment by Zonal Office/ Headquarters.	On month end of payroll of official's unit(Month preceding the retirement month).
6.	Release of CPF payment to the member.	On the date of retirement.

All are requested to take immediate necessary action to ensure timely release of terminal benefits. The scan copy of application of the official and IOCPF for CPF payments will also be accepted from official NIC mail to official NIC mail for the purpose of processing and payment. Hard Copy of Final Payment application and IOCPF will continue to be sent for maintaining proper record.


(P. Raja Babu)
General Manager (CPF)

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