



# ASSAM TEA EMPLOYEES PROVIDENT FUND ORGANIZATION

(Formerly known as The Assam Tea Plantations Provident Fund & Pension Fund Scheme & DLI Scheme)

**“Nidhi Bhawan” Basistha, Lalmati, N.H.-37, Guwahati-781029**

From: Sri S. Das  
Secretary-Cum-P.F. Commissioner

Circular No: PF/2016/Esstt.-I/03  
Dated Guwahati, the 25/07/2016

To,  
The Manager,  
All Tea Estates in Assam

Sub: Fixation of Administrative Cost for the year 2016-2017 under Schedules 5(a) (III) of the ATPPF & PF & DLI Fund Scheme Act, 1955 (as amended upto date).

Sir,

I am directed to say that the Board of Trustees in its meeting held on 23/07/2016 is pleased to fix the rate of Administrative cost for the year 2016-2017 @ 3.5% (Three point five percent) on gross P.F. collection of 2015-2016 (01/04/2015 to 31/03/2016).

You are therefore, requested to calculate the Administrative cost payable by you for the year 2016-2017 at the above rate and deposit the same **within 31/08/2016** by challan into Board of Trustees Account Number stated below –

Name of the Bank	Account Number
➤ STATE BANK OF INDIA	10821404326
➤ UNITED BANK OF INDIA	1436050010003
➤ CENTRAL BANK OF INDIA	1331804055

Please note that if the amount is deposited in any account of the Board other than the above mentioned accounts, the deposit challan will not be accepted by Board against the PF administrative cost.

You are further requested to forward a statement showing the gross P.F. collection for the year 2015-2016 and the amount payable as Administrative Cost alongwith the original copy of deposit challan to this office and copied to respective Zonal/Inspectorate Office.

Yours faithfully,

Secretary-Cum-P.F. Commissioner

Copy to: 1) All Officers, ATEPFO for information and necessary action.

Secretary-Cum-P.F. Commissioner