

FinB3/3850/2013/HRD

Dated 06.06.2013

CIRCULAR

**Sub: CPF Subscription & Contribution refund- Proper remittance –reg.
Ref: This office letter of even no. dated 16.06.2010.**

As per the reference cited above, all institutions under IHRD were instructed to deposit the CPF Subscription, Contribution and refund to HQrs before 10th of every month. But it is regretted to note that some of the institutions are not following the instructions and they submit the same only after 10th or next month. Hence this office cannot deposit the amount before the prescribed date resulting which the individuals of the concerned institutions are not getting the interest for the respective month and the entries are varying with this office documents. Hence forth it is once again directed that all institutions should be submitted the CPF Subscription, Contribution and refund before the 5th of every month without fail.

**Sd/-
DIRECTOR**

To.

1. All Institutions under IHRD
2. Stock file
3. Office Copy

Approved for issue

Office Superintendent