



ईपीएफओ, मुख्य कार्यालय  
श्रम एवं रोज़गार मंत्रालय, भारत सरकार  
भविष्य निधि भवन, 14, भीकाजी कामा प्लेस, नई दिल्ली 110066



EPFO, HEAD OFFICE

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA  
BHAVISHYA NIDHI BHAWAN, 14, BHIKAJI CAMA PLACE, NEW DELHI 110066

[www.epfindia.gov.in](http://www.epfindia.gov.in)

**Web/e-office Circulation**

No. A-45011/134/2022-HRM-VIII/15317

Dated: 11 JAN 2023

To,

All ACC (HQ)/ACC Zones & Head Office/  
Director (PDNASS)/  
All RPFCS-in-charge of Regional Offices/  
Zonal Training Institutes

**Subject:** Reducing Pending matters to the Minimum Possible in Government -reg.

**Madam/ Sir,**

Please refer to Ministry of Administrative Reforms & Public Grievances OM No. 30011/02/2019-O&M(Part-II)(5866) dated 03-01.2023 received from Ministry of Labour & Employment vide email dated 03.01.2023 on the above-cited subject.

2. In this regard, as a sequel to the month-long Special Campaign 2.0 for the disposal of pending matters conducted from 2<sup>nd</sup> October, 2022 to 31<sup>st</sup> October, 2022, it is requested to take the following actions on a regular basis in order to keep the pendency's to minimum possible:

- All Offices/divisions may dedicate 03 hours every week for continuation of activities related to Special Campaign 2.0.
- The campaign may continue to be implemented at all Offices/divisions of the Organizations.
- All Office-in-charge/DIVISIONAL Heads to monitor progress on a monthly basis. Nodal Officers to monitor progress on a weekly basis.

Yours faithfully,

**Encl:** as above

(Uma Mandal)

Additional Central P.F. Commissioner (HRM)

**Copy to:-**

- Staff Officer to CPFC- for information.

2. PS to FA & CAO/CVO/All ACC (HQ)s – for information



(Rakhi Chakravarty)  
Regional P.F. Commissioner-II (HRM)


## Email

## RPFC HRM VIII Head Office

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**Fwd: [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.**

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**From :** ACC HR <acc2.hr@epfindia.gov.in> Tue, Jan 10, 2023 03:41 PM  
**Subject :** Fwd: [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.   
**To :** RPFC HRM VIII Head Office <rc.hrm8.epf@nic.in>

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**From:** "ACC HQ HRM Head Office" <acc.hq.hrm@epfindia.gov.in>  
**To:** "ACC HR" <acc2.hr@epfindia.gov.in>  
**Sent:** Monday, January 9, 2023 4:13:48 PM  
**Subject:** Fwd: [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.

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**From:** "Central PF Commissioner, EPFO" <cpfc@epfindia.gov.in>  
**To:** "ACC HR" <acc2.hr@epfindia.gov.in>, "ACC HQ HRM Head Office" <acc.hq.hrm@epfindia.gov.in>  
**Sent:** Monday, January 9, 2023 4:07:36 PM  
**Subject:** Fwd: [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.

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**From:** "Samir Kumar Das" <samir.kumar70@nic.in>  
**To:** "Central PF Commissioner, EPFO" <cpfc@epfindia.gov.in>  
**Cc:** "Vivek Singh" <vivek.singh87@nic.in>, "Dharmveer Kumar" <dharamveer.k@gov.in>, "Awadhesh Prasad Keshari" <ap.keshari@nic.in>, "Ranjeet Kumar" <ranjeet.1992@gov.in>, "Jyoti Baghel" <jyoti.baghel14@gov.in>, "Shyam Sundar" <shyam.s94@gov.in>, "DILWAN SINGH" <dhillon.dilwan@gov.in>  
**Sent:** Monday, January 9, 2023 3:42:10 PM  
**Subject:** Fwd: [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.

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**From:** "Rahul Bhagat" <rahul.bhagat@ips.gov.in>  
**To:** "Samir Kumar Das" <samir.kumar70@nic.in>

**Sent:** Monday, January 9, 2023 2:28:15 PM

**Subject:** Fwd: [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.

----- On Jan 9, 2023, at 12:35 PM, Dr. Shashank Goel <as-labour@gov.in> wrote:

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**From:** "O/o Secy Labour Employment" <secy-labour@nic.in>

**To:** "Dr. Shashank Goel" <as-labour@nic.in>, "Rahul Bhagat" <rahul.bhagat@ips.gov.in>

**Sent:** Monday, January 9, 2023 10:14:40 AM

**Subject:** Fwd: [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.

Secretary (L&E)  
Tele:011-23710265

निवेदन: कागज़ बचाएँ, पेड़ बचाएँ। जब तक आवश्यक न हो, इस दस्तावेज़ का प्रिंट न लें।




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**From:** "Shri V. Srinivas" <secy-arp@nic.in>

**To:** "secretaries GOI" <secy-goi@ismgr.nic.in>

**Cc:** "V. Srinivas" <vsrinivas@nic.in>, "O/o Addl Secy ARPG" <addlsecy-darpg@nic.in>, "Jaya Dubey" <jaya.dubey@nic.in>, "Parthasarathy Bhaskar" <partha.bhaskar@nic.in>, "Shri Gya Prasad" <gyaprasad@dcmsme.gov.in>, "Piyush Goyal" <goyal-sb@nic.in>, "SANJEEV SHRIVASTVA" <sanjeevs.edu@nic.in>

**Sent:** Friday, January 6, 2023 4:34:52 PM

**Subject:** [Secy-goi] DO letter from Secretary (DARPG) reg. Reducing Pending Matters to the Minimum Possible in Government - reg.

Respected All,

Please find attached a DO letter dated 6th January, 2023 from Shri V. Srinivas, Secretary to Government of India, Department of Administrative Reforms & Public Grievances, along with its enclosure, on the subject cited above.

*With regards,*

**O/o Secretary (DARPG & DPPW)**  
**Deptt. of Administrative Reforms & Public Grievances and**  
**Deptt. of Pension & Pensioners' Welfare**  
**Ministry of Personnel, Public Grievances & Pensions**  
 Room No.512, 5th Floor, Sardar Patel Bhawan  
 Sansad Marg, New Delhi-110 001  
 Tel : 011-23742133, Email: [secy-arp@nic.in](mailto:secy-arp@nic.in)



Secy-goi mailing list -- [secy-goi@ismgr.nic.in](mailto:secy-goi@ismgr.nic.in)  
 To unsubscribe send an email to [secy-goi-leave@ismgr.nic.in](mailto:secy-goi-leave@ismgr.nic.in)







**DO letter to all Secretaries, GoI.pdf**  
710 KB

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वी. श्रीनिवास, आई.ए.एस.

V. Srinivas, IAS

सचिव

SECRETARY



सत्यमेव जयते



भारत सरकार,  
कार्मिक, लोक शिकायत तथा पेंशन मंत्रालय,  
प्रशासनिक सुधार और लोक शिकायत विभाग,  
सरदार पटेल भवन, संसद मार्ग,  
नई दिल्ली-110001  
GOVERNMENT OF INDIA  
MINISTRY OF PERSONNEL, PUBLIC GRIEVANCES & PENSIONS,  
DEPARTMENT OF ADMINISTRATIVE REFORMS & PUBLIC GRIEVANCES  
SARDAR PATEL BHAWAN, SANASD MARG,  
NEW DELHI-110001

DO No:30011/02/2019-O&M(Part-II)(5866)

Dated: January 6, 2023

*Dear Secretary,*

Please refer to DARPG's OM No.30011/02/2019-O&M(Part-II)(5866) dated 03.01.2023 (copy enclosed), regarding Reducing Pending Matters to the Minimum Possible in Government. The modified portal for data collation of post Special Campaign 2.0 activities will be undertaken on the portal [www.pgportal.gov.in/scdpm](http://www.pgportal.gov.in/scdpm) which has been operationalized from 06.01.2023.

Ministries / Departments are requested to kindly update the details of progress for the month of December, 2022 by January 13<sup>th</sup>, 2023 on the said portal.

*With best regards,*

Yours sincerely,

(V. Srinivas)

Encl: As above

All Secretaries of the Government of India



सूचना का  
अधिकार

Please Visit our Website : <http://darpq.gov.in>, <http://goicharters.nic.in>

Ph. : 91-11-23742133, Fax : 91-11-23742546 Email : [y.srinivas@nic.in](mailto:y.srinivas@nic.in), [secy-arpq@nic.in](mailto:secy-arpq@nic.in)  
<https://www.staffnews.in>



F.No.30011/02/2019-O&M(Part-II)(5866)  
Government of India  
Ministry of Personnel, Public Grievances & Pensions  
Department of Administrative Reforms & Public Grievances

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5<sup>th</sup> Floor, Sardar Patel Bhavan,  
Sansad Marg, New Delhi-110001  
Dated : 03.01.2023

OFFICE MEMORANDUM

**Sub: Reducing Pending Matters to the Minimum Possible in Government.**

It has been decided that as a sequel to the month-long Special Campaign 2.0 for the disposal of pending matters conducted from 2<sup>nd</sup> October, 2022 to 31<sup>st</sup> October, 2022 the following actions may be taken up by Ministries/Departments on a regular basis in order to keep the pendency's to minimum possible.

- a) All Ministries/Departments may dedicate 3 hours every week for continuation of activities related to Special Campaign 2.0
- b) The arrangements of Special Campaign 2.0-portal and Nodal Officers will continue to be operational
- c) The campaign may continue to be implemented in outstation offices of Ministries/Departments and autonomous organizations/ subordinate/attached offices also.
- d) Secretaries to monitor progress on a monthly basis. Nodal Officers to monitor progress on a weekly basis and enter data on the DARPG portal on the first Monday of every month.
- e) The SCDPM portal has been slightly modified to capture the implementation of delayering, delegation and record management particularly for A&B category of records also along with the pendency and cleanliness activities. This portal can be accessed on [www.pgportal.gov.in/scdpm](http://www.pgportal.gov.in/scdpm) from 6.1.2023. A training session on the portal for all nodal officers of the campaign will be organized separately.



(V Srinivas)

Secretary to the Government of India

To

**All Secretaries of the Government of India**

Copy for information to:

1. Principal Secretary to the PM
2. Cabinet Secretariat, Rashtrapati Bhawan, New Delhi (Ms.Kavita Singh, JS)
3. All Nodal Officers of Special Campaign 2.0
4. Copy to Senior Technical Director, NIC