

**Government of West Bengal**  
**Finance Department**  
**e-Governance Group**  
**Nabanna, 12<sup>th</sup> floor**  
**325, Sarat Chatterjee Road, Howrah-711102**

No. 4309-F(e Gov)

Date: 12/07/2023

**Memorandum**

**Sub: Introduction of "Non-Government Institutions Provident Fund (NGIPF) Module" in WBIFMS for Provident Fund maintenance in Non-Government Educational Institutions, Local Bodies and other similar institutions.**

At present the management and maintenance of Provident Fund of employees in Non-Government Educational Institutions, Local Bodies and other similar institutions is done manually resulting in delay in disposal of PF matters, delay in submission and settlement of claim for interest and lack of comprehensive information. In many cases, the employees do not receive the annual PF statement timely after the closure of the financial year. Under these circumstances, the necessity of bringing reforms in the maintenance of Provident Fund of employees in these institutions has been under active consideration of the State Government for some time past.

Now, the Governor is pleased to introduce "Non-Government Institutions Provident Fund (NGIPF) Module" in WBIFMS to provide real-time online services to the employees of these institutions for accessing their Provident Fund accounts. The module also aims at timely disbursement of interest on PF balances immediately after the closure of the financial year or whenever required through system based calculation of interest and accounting.

The module shall be applicable for institutions which maintains PF under Major Head- 8336 in PAOs and Treasuries across the State and receives the interest on Provident Fund Deposits from Directorate of Pension, Provident Fund and Group Insurance (DPPG), WB. The control, management and procedure for calculation of interest for employees of such institutions shall however remain unchanged except being done through online mode.

The brief description of Non-Government Institutions Provident Fund (NGIPF) Module in WBIFMS along with the procedure for payment of interest on the P.F. balances of the Non-Government Institutions will be issued shortly.

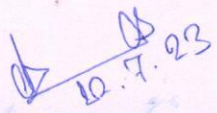
This order shall come into force with immediate effect.



(Dr Manoj Pant, I.A.S.)  
Additional Chief Secretary to the  
Government of West Bengal

**Copy forwarded for information and necessary action to:**

1. Pr. A.G. (A&E), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata - 700001.
2. Pr. A.G. (Audit), West Bengal, Treasury Buildings, 2, Government Place West, Kolkata - 700001.
3. Accountant General (Receipt Works & Local Bodies Audit), West Bengal, CGO Complex, 3" MSO Building, 5" Floor, Block DF, Sector I, Salt Lake, Kolkata - 700064.
4. Additional Chief Secretary / Principal Secretary /Secretary,.....Department requesting to circulate concerned offices/autonomous bodies/Parastatals under the administrative control of his Department.
5. Special Secretary/Additional Secretary/Commissioner/Joint Secretary/Deputy Secretary, Finance Department.
6. Financial Advisor, \_\_\_\_\_ Department.
7. Director, \_\_\_\_\_
8. Director of Treasuries & Accounts, West Bengal, Mitra Building, 8, Lyons Range, 3" Floor, Kolkata - 700001.
9. Pay & Accounts Officer, Kolkata Pay & Accounts Office -1, 81/2/2, Phears Lane, Kolkata- 700012.
10. Pay & Accounts Officer, Kolkata Pay & Accounts Office-II, P-1, Hyde Lane, Kolkata 700073.
11. Pay & Accounts Officer, Kolkata Pay & Accounts Office-III, Suvanna, Salt Lake, Kolkata - 700064.
12. Commissioner, \_\_\_\_\_ Division, \_\_\_\_\_
13. District Magistrate/District Judge/ Superintendent of Police, Commissionerate of Police \_\_\_\_\_
14. Sub-Divisional Officer, \_\_\_\_\_
15. Treasury Officer, \_\_\_\_\_
16. Block Development Officer, \_\_\_\_\_
17. Group \_\_\_\_\_ / \_\_\_\_\_ Branch, Finance Department.
18. Sri Sumit Mitra, Network Administrator, Finance (Budget) Department. He is requested to upload copy of this order in the website of Finance Department.

  
**Special Secretary to the  
Government of West Bengal**