

THE ESTABLISHMENT SEARCH FACILITY

What is the use of this facility?

Since the creation of the multiple Regional Offices in some of the States, the erstwhile used State Codes were changed for 19 Regional Offices. Moreover, after the implementation of the Computerisation Project in the EPFO Offices, the members account number uses the Office code also even when the Region Codes had not changed.

Since the EPF members and even some employers were not aware of the new Region and Office codes, the facility has been provided to search the code number of an establishment and the EPFO Office under which the establishment is making the PF remittances.

A visitor to the website, who knows any one of the search fields, namely his account number starting with the old State code, name of his establishment, part name of the establishment, office under which his accounts are maintained etc can search the details of the establishment and also view:

1. Each electronic return (TRRN) wise payments made by the employer since April 2012,
2. Name of the members for whom the electronic
3. Advantages of the facility for:

MEMBERS: Can check whether their employer has remitted dues and if yes whether his/her name appears in the list of employees. If yes, then only the e-passbook upto that month will be available on the Member Portal.

Employers: Can check whether the remittances made by them has reflected in the list of payments and whether the member pass book against any ECR has been made available. If yes, it will be available for download on login to the employer portal.

Principal Employers: Can check the remittances by their contractor establishments and the names of their contractual employees.

How to use the facility?

Click the **Establishment Search** Link on the Home Page of www.epfindia.gov.in

The link is available under both, For EMPLOYEES and For EMPLOYERS

The screenshot shows the EPFO website interface. At the top, the EPFO logo and name are displayed: "Employees' Provident Fund Organisation (A Statutory Body under Ministry of Labour & Employment, Government of India)". A navigation menu includes links for Home, Recruitment, Tenders, Auctions, International Workers, Contact us, FAQ, Dashboard, and EPFAT. A red alert message reads: "Attention Dear Employers! If you have made remittance for the wage month of March 2012 or".

On the left, a sidebar menu lists various services: Meet CPFC, EPFO Directory, About us, Downloads, Legal / Rule Provisions, Operational Statistics, RTI Act 2005, Citizen's Charter, NATRSS & ZTIs, Related sites, Regional sites, and For EPF Office Use.

The main content area is divided into two sections:

- FOR EMPLOYEES**
 - Member Portal (Download Your E-Passbook)
 - Know Your claim status.
 - Know Your EPF Balance.
 - EPFIGMS (Register your Grievance)
 - Establishment search.
 - Locate an EPFO Office
- FOR EMPLOYERS**
 - Online ECR/Challan Submission
 - E-Return Tool
 - SBI Branches for EPF Remittances.
 - Locate an EPFO office
 - EPFIGMS (Register your Grievance)
 - Establishment search.

On the right, there are sections for "Photogallery" (showing an inauguration) and "Latest News" (with headlines like "Launch of Member Portal on 30.11.2012" and "EPFO launches Employer e-sewa on 20.03.2012").

Two black arrows originate from the text above: one points to the "Establishment search" link in the "FOR EMPLOYEES" section, and the other points to the "Establishment search" link in the "FOR EMPLOYERS" section.

The Windows taskbar at the bottom shows several open applications: Display Result, Screen Shots, CBT Complete, Documents, payment throu..., and Epfo (Govt. of I...).

The following screen will appear. The visitor has the choice to select one of the options out of the three, namely the Old Region Code, the Office name or the PIN code where the establishment is located.

He can additionally also select and enter the name and the numeric part of the Establishment code number, if the same is known to the visitor.



The old codes will appear as follows.

The screenshot displays the 'Establishment Information Search' web application. At the top center is the logo of the Government of Karnataka, featuring a circular emblem with a tree and a book, surrounded by the text 'KARNATAKA GOVT. EMPLOYMENT' and '1956'. To the right of the logo, the title 'Establishment Information Search' is displayed in a blue font.

Below the title is a search form titled 'Choose an Office Code to Search'. It contains three radio button options: 'Establishments under old Office Code' (selected), 'Establishments under Office', and 'Show all estt. under this PIN Code'. To the right of these options is a dropdown menu with the text '--Please Choose Old Office Code--' and a list of two-letter office codes: AP, BH, CG, CH, DL, GA, GJ, HP, HR, JR, KL, KN, MH, MP, NE, OR, PB, RJ, TN, UC, UP, and WB. The dropdown menu is currently open, showing the list of codes.

Below the radio buttons are two checkboxes: 'I also know the establishment code (enter numeric Do not enter extension code)' and 'Also search on Estt. name (enter a few characters)'. To the right of these checkboxes are two empty text input fields. A 'Search' button is located at the bottom left of the form area.

At the bottom of the screenshot is the Windows taskbar. It shows the Start button, several application icons (including Internet Explorer and a document), and the system tray area with the text 'Desktop > EN <', a volume icon, a network icon, and the time '14:23'. The taskbar also shows the current window title 'Establishment Infor...' and 'Screen Shots on Est...'.

If the visitor knows the office name under which the establishment is complying, he can select the office name.

The screenshot displays the 'Establishment Information Search' web application. At the top center is the logo of the Government of India, Ministry of Labour and Employment, followed by the title 'Establishment Information Search'. Below the title is a search form with the heading 'Choose an Office Code to Search'. The form contains three radio button options: 'Establishments under old Office Code', 'Establishments under Office' (which is selected), and 'Show all estt. under this PIN Code'. To the right of these options are three dropdown menus, each with a 'Search' button. The middle dropdown menu is open, showing a list of office names including AGARTALA, AGRA, AHMEDABAD, AKOLA, ALLAHABAD, AMBATTUR, AMRITSAR, AURANGABAD, BANDRAMUMBAI-I, BANGALORE, BAREILLY, BARRACKPORE, BELLARY, BERHAMPUR, BHAGALPUR, BHARUCH, BHATINDA, BHOPAL, BHUBANESWAR, BOMMASANDRA, CHANDIGARH, CHENNAI, CHIKAMAGALUR, COIMBATORE, CUDAPA, DARJEELING, DEHRADUN, DELHINORTH, and DELHISOUTH. Below the radio buttons are two checkboxes: 'I also know the establishment code (enter numeric part. Do not enter extension code)' and 'Also search on Estt. name (enter a few characters of estt. name)'. A 'Search' button is located below the second checkbox. At the bottom of the screenshot is a Windows taskbar showing the application title 'Establishment Infor...', a taskbar icon for 'Screen Shots on Est...', and system tray icons for 'Desktop', 'EN', and a clock showing '14:24'.

The search can be made also by only entry of the part name of the establishment.

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 **Establishment Information Search**

Choose an Office Code to Search

Establishments under old Office Code

Establishments under Office

Show all estt. under this PIN Code

I also know the establishment code (enter numeric part of code number only. Do not enter extension code)

Also search on Estt. name (enter a few characters of estt. name or in full)

Windows taskbar: Establishment Infor... | Screen Shots on Est... | Desktop EN | 100% | 14:44

On click of search, all establishments that match the entered data will be listed.



Establishment Information Search

Search Results (Total Records: 70)

[Next](#) [Last](#) [Home](#)

For EPFO Office and Address and Contact Details please see [EPFO Directory](#)

S.No	Old Region Code/ Estt.Code/ Estt.Ext	Region Code/ Office Code/ Estt.Code/ Estt.Ext	Name	Address	PIN	EPFO Office	Under RO	Under ACC	Payme
1	NE/0000	NE SHG/0000	SCHOOL - CENTRAL THE	LANEL, MANGALORE EAST	793003	SHILLONG	NE - GUWAHATI	WEST BENGAL, NORTH EAST AND JHARKHAND	
2	RJ/0000	RJ/0000	SCHOOL -		302020	JAIPUR	RJ - JAIPUR	HARYANA AND RAJASTHAN	
3	KN/0000	KN/0000	SCHOOL -		575001	MANGALORE	KN - MANGALORE	KARNATKA AND GOA	
4	KN/0000	BG/0000	SCHOOL -		560001	BANGALORE	KN - BANGALORE	KARNATKA AND GOA	
5	TN/0000	CB/0000	SCHOOL -		643240	COIMBATORE	TN - COIMBATORE	TAMIL NADU AND KERALA	
6	GJ/0000	GJ/AHD/0000	SCHOOL - (SHAHIBANU)	ROAD, PETROL NAGAR, 553GJ	382610	AHMEDABAD	GJ - AHMEDABAD	GUJARAT AND MADHYA PRADESH	

100%

Display Result - Win... Screen Shots on Est... Desktop EN 14:45

The data displayed is:

- Code number in old pattern
- Code number with new Region Code and the Office code.
- Name of the establishment
- Address of the establishment as per the current data in EPFO Office database.
- PIN Code
- EPFO Office under which the accounts of the establishment are maintained.
- The name of Regional Office
- Name of the Additional Central Commissioner having supervisory jurisdiction over the EPFO Office.
- Payment Details link to display the payments from April 2012

On click of Payment link, a pop up screen will appear. The top part will have the name and establishment code (has been hidden in this screen) and the ECR wise (TRRN-Temporary return reference number) (TRRNs have been hidden) payments.



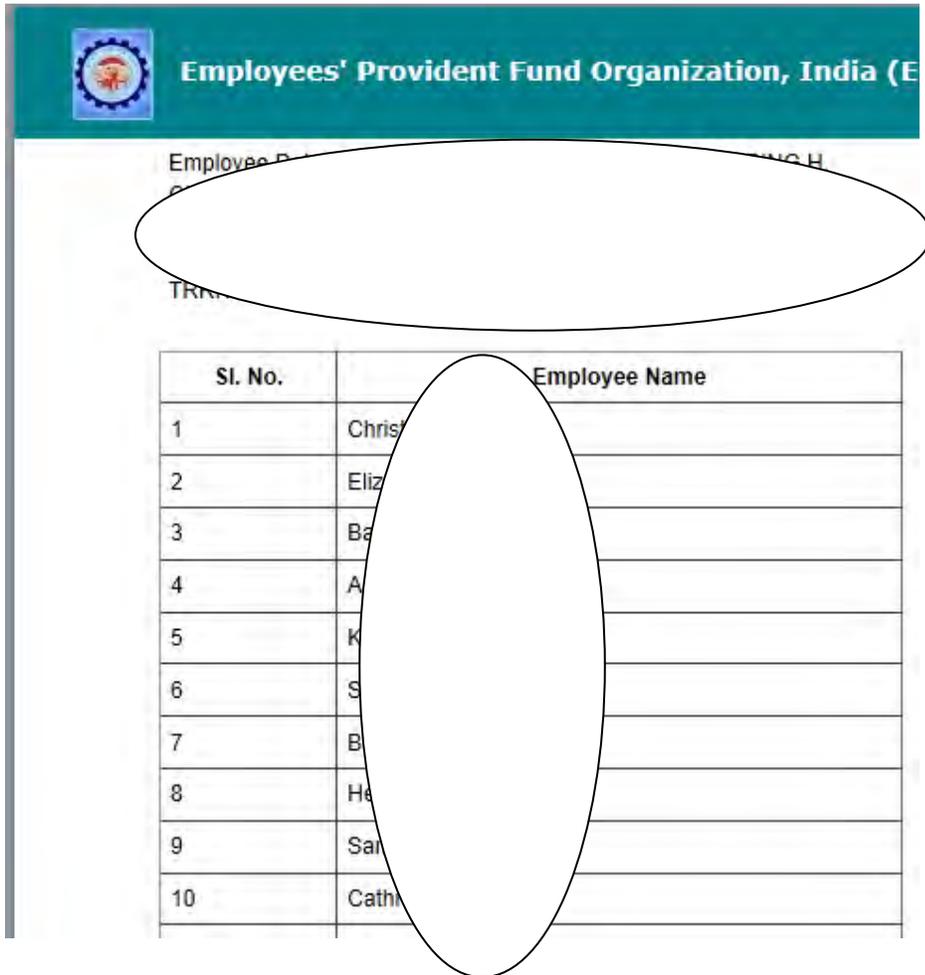
Employees' Provident Fund Organization, India (EPFO)

Payment Details

Sl. No.	TRRN	Date of Credit	Amount	Wages Month	No. of Employee	ECR	Member Passbook
1	3-03-12-34	26-05-2012	15,007.00	042012	19	YES	No
2		14-06-2012	15,007.00	052012	19	YES	No
3		13-07-2012	15,007.00	062012	19	YES	No
4		06-08-2012	15,007.00	072012	19	YES	No
5		07-09-2012	15,007.00	082012	19	YES	No
6		15-10-2012	15,007.00	092012	19	YES	No
7		08-11-2012	15,007.00	102012	19	YES	No

The number of employees will have hyperlink.

On click of any hyperlink, the list of employees will appear in a pop up screen.



Sl. No.	Employee Name
1	Chris
2	Eliz
3	Be
4	A
5	K
6	S
7	B
8	He
9	Sa
10	Cath

The screen will display the name address and code number of the establishment.
(Hidden here).

Names of each member for whom the return was uploaded will also be listed.

Note: The PF number will not be displayed. The number in the column 1 is only a serial number.

The names are as per the name entered in that electronic return (ECR).