



(IS Division)
Employees' Provident Fund Organisation
Ministry of Labour
Govt. Of India

**Instruction Manual for
ECR Revise (Month and Year only)**



DOCUMENT UPDATE HISTORY

S. No	Date of Submission / Change	Description	Document Version No.	TEAM
1.	12-10-2017	Draft version for review	1.0	Smt. Shanthi Sivaram, DD(IS), NDC Sh. Vikram Dattatri, AD(IS),NDC Sh. Sanjay Kunjam, AD(IS), NDC Sh. Arun Kumar, AD(IS), NDC Sh. NHVN CHANDRA SEKAAR, AD(IS) NDC Sh. Prince, DPA



ECR Revise (MONTH & YEAR CHANGE)

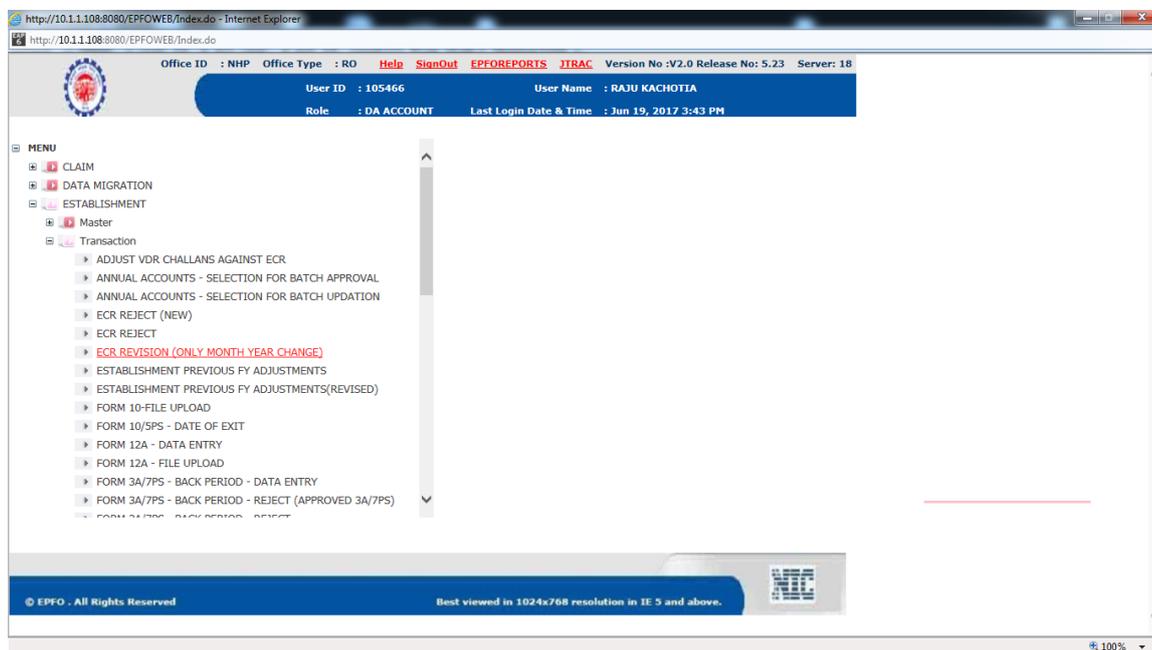
Pre Conditions –

1. No settlement is made using the contribution of the TRRN to be revised
2. No PMPRY beneficiary should be there in the TRRN to be revised
3. TRRN should belongs to Unified Portal (TRRN generated after 22nd December 2016)
4. Claim with Member ID pertaining to this TRRN should not be in process at SS/AO/APFC
5. TRRN once revised through this module, cannot be revised again
6. TRRN already rejected, cannot be revised again through this module

PROCESS FLOW

Role - DA Account
Function - ECR REVISION (ONLY MONTH YEAR CHANGE)

- The above function is provided to revise the ECR in cases where employer has submitted the ECR in wrong month and year.





- DA Account will enter the TRRN to be revised in the “Enter TRRN No.” field

ESTABLISHMENT >> Transaction > ECR REVISION (ONLY MONTH YEAR CHANGE) - Internet Explorer

Office ID : NHP Office Type : RD Help View Signature EPFO Offices SignOut EPFOREPORTS JTRAC Version No :V2.0 Release No: 5.23

User ID : 105466 User Name : RAJU KACHOTIA

Role : DA ACCOUNT Last Login Date & Time : Jun 19, 2017 3:43 PM

ESTABLISHMENT >> Transaction > ECR REVISION (ONLY MONTH YEAR CHANGE) Exit

ECR REVISION (ONLY MONTH YEAR CHANGE)

ENTER TRRN NO.

THIS MAY PLEASE BE NOTED-

As per HO Order no. WSU/17(4)1999/F/2959 dated-04-May-2016.

- All cases of Revision of ECR beyond One year shall be accepted with the approval of ACC(Zone).
- All cases of Revision of ECR beyond 6 months and upto One year shall be accepted with the approval of RPFC-II(F&A).
- All cases of Revision of ECR upto 6 months shall be accepted with the approval of concerned APFC.

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- The TRRN of Pre-Unified Period cannot be revised in this function

ESTABLISHMENT >> Transaction > ECR REVISION (ONLY MONTH YEAR CHANGE) - Internet Explorer

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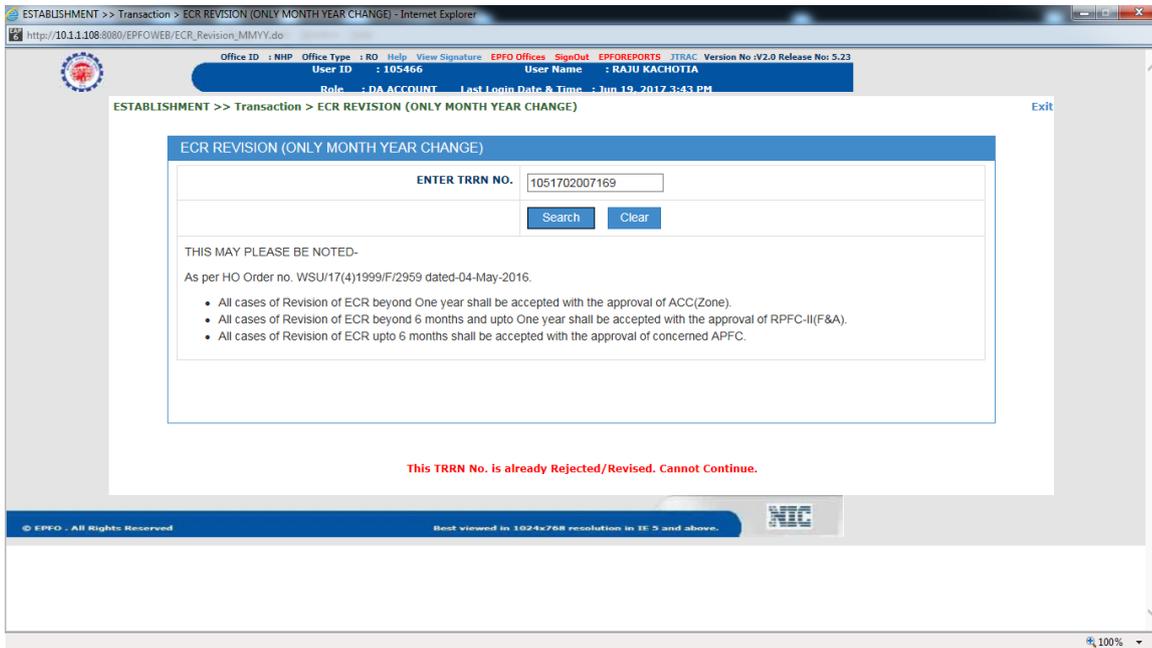
- All cases of Revision of ECR beyond One year shall be accepted with the approval of ACC(Zone).
- All cases of Revision of ECR beyond 6 months and upto One year shall be accepted with the approval of RPFC-II(F&A).
- All cases of Revision of ECR upto 6 months shall be accepted with the approval of concerned APFC.

This TRRN is Pre-Unified Portal TRRN. Cannot Continue.

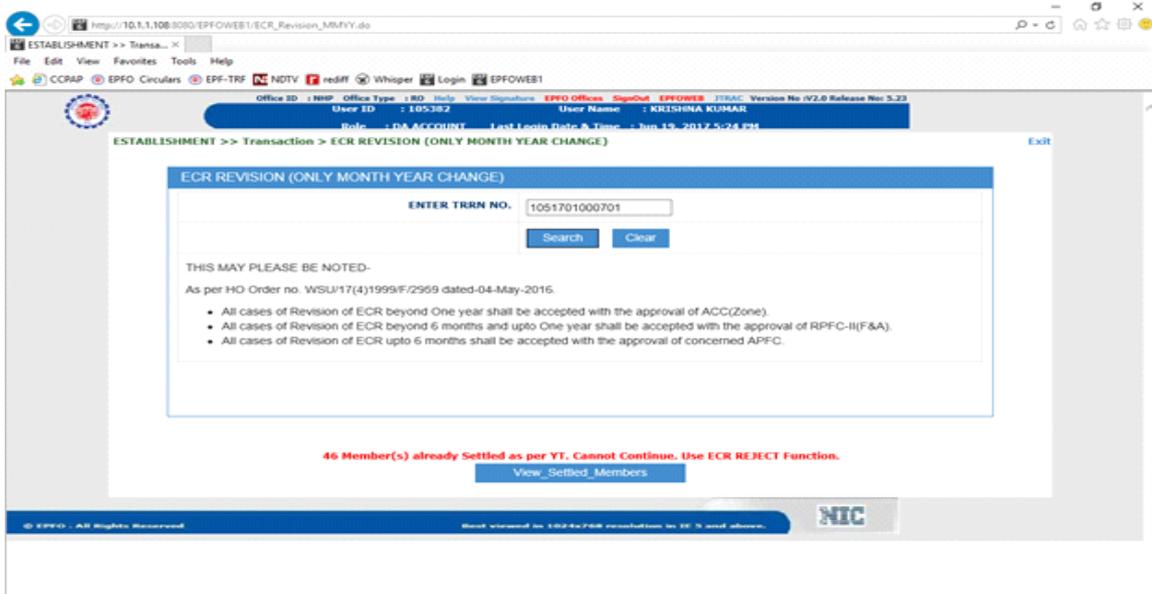
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- The TRRN already revised cannot be revised again.



- If any member(s) pertaining to selected TRRN is settled or taken benefit under PMRPY/PMPRPY, function will not allow to change the Month Year of this TRRN.





- The un-reconciled TRRN cannot be revised.

ESTABLISHMENT >> Transaction > ECR REVISION (ONLY MONTH YEAR CHANGE) - Internet Explorer

Office ID : NHP Office Type : RO Help View Signature EPFO Offices SignOut EPFOREPORTS JTRAC Version No :V2.0 Release No: 5.23

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TRRN NOT FOUND in F3AEA

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http://10.1.1.108:8080/EPFOWEB/ECR_Revision_MMY.do 100%

- The TRRN Submitted by DA Account will go to AC Account for approval/rejection.

Note: This functionality allows TRRN to revise month and year having member-ids which have already taken benefit (10c/10d). List in this respect has been provided with ECR revised Certificate. DA accounts may verify the list for further necessary action, if required.