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**कर्मचारी भविष्य निधि संगठन**  
**(श्रम मंत्रालय, भारत सरकार)**  
**Employees' Provident Fund Organisation**  
**(Ministry of Labour, Govt. Of India)**

मुख्य कार्यालय/ Head Office  
भविष्य निधि भवन, १४-भिकाजी कामा प्लेस, नई दिल्ली-११००६६  
Bhavishya Nidhi Bhawan, 14-Bhikaji Cama Place, New Delhi-110066

No.: Actuarial/18(1)2008/ 75983

Date:  
10 दिसम्बर 2009  
DEC 2009

To

All Additional Central Provident Fund Commissioners  
(Political States)

**Subject: Collection of data for Actuarial Valuation – Revised Strategy – regarding.**

Sir,

Please refer to this office letter of even number dated 18.11.2009 on the above subject.

2. In continuation to the above, please find enclosed herewith instructions to upload the Member Data collected through the Actuarial Valuation Software from establishments under the revised strategy.

3. It is again requested to ensure that the compiled data be sent to Head Office by all the offices under your jurisdiction by first week of January, 2010.

Yours faithfully,

Enclosure: As above.

(RAJESH BANSAL)

Addl. Central Provident Fund Commissioner (Pension)

Copy to:

1. All Regional Provident Fund Commissioners, In-charge of the Regions.
2. All Officers-In-charge of Sub-Regional Offices.
3. ✓ RPFC (NDC) – to post on EPFO website.

**FURTHER INSTRUCTION TO UPLOAD THE MEMBER DATA  
COLLECTED THROUGH THE ACTUARIAL VALUATION SOFTWARE  
UNDER THE REVISED STRATEGY:**

Create a new directory 'actval\_data'  
\$ mkdir actval\_data

Copy mem.dbf available in mstr directory of actval\_new into the newly created 'actval\_data' directory.

Download the est. code wise files received through various establishments

Merge the data using mem.dbf through the following procedure:

- Go to dot prompt of fox plus
- Append the est. code wise files into the mem.dbf using 'Append from' command

Check the number of records where DOB & DOJ\_EPF fields are available by using the following command:

. count for dob#ctod(' / / ') .and. doj\_epf # ctod(' / / ')

Note: Revised Actuarial Valuation Software will be provided to all field offices during the month of December to pickup the members' information collected from establishments under the revised strategy.