

PROVIDENT FUND AGREEMENT

(Anjveda Provident Fund)

This Provident Fund Agreement ("Agreement") is made and executed on this ____ day of _____, 20____

BETWEEN

Anjveda Vikas Sansthan, a registered non-profit organization, hereinafter referred to as the "Organization",

AND

Mr./Ms. _____, Member ID _____, working with the Organization under its projects including but not limited to *Jeevan Manch*, residing at _____, hereinafter referred to as the "Member".

The Organization and the Member shall hereinafter be collectively referred to as the "Parties".

1. Purpose of the Agreement

The purpose of this Agreement is to define the terms and conditions of the **Anjveda Provident Fund (APF)** scheme launched by Anjveda Vikas Sansthan for the financial security and long-term benefit of its Members working in its various projects.

2. Voluntary Consent

The Member hereby declares that participation in the Anjveda Provident Fund is **completely voluntary**, and the Member has willingly agreed to enroll in the scheme without any force, pressure, or coercion.

3. Member's Contribution

The Member agrees to contribute a fixed amount of **Rs. _____ /- (Rupees _____ only)** towards the Provident Fund on a monthly basis or as decided by the Organization from time to time.

This contribution shall be deducted from the Member's payable salary/allowance with the Member's consent.

4. Organization's Contribution

Anjveda Vikas Sansthan agrees to contribute **50% (Fifty Percent)** of the Member's monthly Provident Fund contribution into the Member's Provident Fund account, subject to active service and compliance with organizational rules.

5. Lock-in Period

The Member understands and agrees that:

- The Provident Fund **cannot be withdrawn during the first 6 (six) months** from the date of commencement of employment/service.
 - This lock-in period is mandatory and non-negotiable.
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6. Withdrawal Procedure

- Any withdrawal from the Provident Fund shall require a **written application** submitted by the Member.
 - Withdrawals shall be processed strictly as per the **rules, timelines, and approval process** defined by the Organization.
 - The Organization reserves the right to approve or reject withdrawal requests based on eligibility and compliance.
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7. Partial Withdrawal Conditions

- **Full withdrawal of salary-linked PF amount is not permitted during active service.**
- However, **partial withdrawal** may be allowed **only in genuine emergency situations**, including but not limited to:
 - Medical emergencies
 - Marriage (self or dependent family member)
 - House construction or repair
 - Education expenses
- Supporting documents may be required, and approval shall be at the discretion of the Organization.

8. Withdrawal After Leaving the Organization

- Upon resignation, termination, or completion of service, the Member may apply for **full withdrawal of the Provident Fund amount**, subject to:
 - Completion of mandatory notice period
 - Clearance of all dues and responsibilities
 - Fulfillment of organizational exit formalities
- The Organization may deduct any recoverable dues before releasing the PF amount.

9. No Pension Scheme

The Member clearly understands and agrees that:

- **No pension scheme or post-employment pension benefit** is available under the Anjveda Provident Fund.
- The Provident Fund is a **one-time accumulation and withdrawal benefit only**.

10. Non-Transferability

The Provident Fund account is:

- Non-transferable
- Non-assignable
- For the exclusive benefit of the concerned Member only

11. Amendment and Termination

- Anjveda Vikas Sansthan reserves the right to amend, modify, or discontinue the Provident Fund scheme with prior notice.
 - Any changes shall be communicated in writing and shall be binding upon the Member.
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12. Governing Law

This Agreement shall be governed and interpreted in accordance with the **laws of India**, and any disputes shall be subject to the jurisdiction of the competent courts of Haryana.

13. Acceptance

By signing below, the Member confirms that:

- He/She has read and understood all the terms and conditions of this Agreement
 - He/She agrees to abide by the rules, policies, and decisions of Anjveda Vikas Sansthan related to the Provident Fund
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For Anjveda Vikas Sansthan

Name: _____

Designation: _____

Signature: _____

Date: _____

Member Declaration

Name: _____

Member ID: _____

Signature: _____

Date: _____

Head Office Receiving:

Officer Name: _____

Date: _____