

# 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 *Goonj Shiksha Niketan*, residing at \_\_\_\_\_, hereinafter referred to as the "Member".

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

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## 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.

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## 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.

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## 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.

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## 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.

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## 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- The Provident Fund **cannot be withdrawn during the first 6 (six) months** from the date of commencement of employment/service.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.
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## 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.
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## 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**.
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## 10. Non-Transferability

The Provident Fund account is:

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

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## 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: \_\_\_\_\_

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### Member Declaration

Name: \_\_\_\_\_

Member ID: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_