



EXECUTIVE DEVELOPMENT PROGRAM

on **Labour Law** and **Social Security Compliance** (EPFO AT CORE)

3 months, Hybrid Mode

Offered Jointly by
Gujarat National Law University
Gandhinagar (GNLU)

Pandit Deendayal Upadhyaya
National Academy of Social Security
(PDUNASS-EPFO)



About Gujarat National Law University (GNLU)

Gujarat National Law University (GNLU), Gandhinagar, (www.gnlu.ac.in), is a statutory University established by the Government of Gujarat through Gujarat National Law University Act, 2003. GNLU is recognised by the Bar Council of India (BCI) and the University Grants Commission (UGC). GNLU is a member of the Association of Indian Universities (AIU); the United Nations Academic Impact (UNAI); and, the International Association of Law Schools (IALS). GNLU offers interdisciplinary legal courses in five faculties namely, BA LLB, BCom LLB, BSc LLB, BSW LLB, BBA LLB; post-graduate programme namely, LLM as well as doctoral programmes in law and interdisciplinary fields and foreign law and languages programmes. Over a period of time since its inception, the University has established itself as a leading National Law University in the country, with its intensive focus on research-based activities and teaching through the establishment of specialized Centres, organizing extension and training programmes, national and international conferences, guest lectures and collaborations for faculty and student exchange programmes. For its exemplary efforts in the promotion of legal education, UGC has recognized GNLU as a model legal university in terms of access, equity, relevance, and high standards in 2011. The National Assessment and Accreditation Council (NAAC) has accredited the University with A' Grade in 2016.

The Chief Justice of India, or a sitting Judge of the Supreme Court nominated by the Chief Justice of India, is the Visitor of the University. The General Council, the supreme body of GNLU, vested with powers to formulate and review the broad policies and programmes of the University.

includes the Chief Justice of India, Hon'ble Judges from the Supreme Court and High Court, the Attorney General of India, the Solicitor General of India, members from the bar, academia, and the Government of Gujarat.

Presently, Hon'ble Mr. Justice Nilay Vipinchandra Anjaria, Hon'ble Judge, Supreme Court of India, is the Visitor of GNLU.

About Pandit Deendayal Upadhyaya National Academy of Social Security (PDUNASS)

Pandit Deendayal Upadhyaya National Academy of Social Security (PDUNASS) is the premier training institution of the Employees' Provident Fund Organisation (EPFO), dedicated to capacity building and professional development in the field of social security. Named after Pandit Deendayal Upadhyaya, a distinguished Indian thinker, the Academy embodies the principles of social justice and inclusive development.

PDUNASS has its main campus at New Delhi and operates through its four zonal campuses located at Faridabad, Kolkata, Chennai, and Ujjain, along with a Sub-Campus at Shillong, ensuring pan-India outreach. These campuses function as specialized training and capacity-building centres, delivering structured programmes for EPFO officers and staff, field functionaries, and other stakeholders. The training programme encompasses key areas including social security schemes & its administration, regulatory compliance, and social security thought, addressing emerging policy and governance challenges. It also serves as an important centre for Department of Personnel and Training (DoPT) programmes at the national level.

The Academy plays a pivotal role in strengthening institutional capacity, enhancing professional competencies, and improving the quality, efficiency, and responsiveness of service delivery to members, employers, and the public. In addition to its domestic mandate, PDUNASS conducts international training programmes for social security practitioners and policymakers from the Asia-Pacific region and beyond, facilitating the exchange of knowledge, best practices, and global perspectives in social security administration.

PDUNASS also functions as a knowledge hub, undertaking research and analysis on emerging issues in social security and labour welfare, including capacity-building initiatives to support the transition to the new labour codes. Through its comprehensive and continuously evolving curriculum, the Academy remains committed to advancing effective, inclusive, and sustainable social security systems. By promoting innovation, evidence-based policymaking, and institutional learning, PDUNASS contributes to the development of a future-ready social security administration aligned with national development priorities.



ABOUT THE COURSE

India's labour governance landscape is undergoing a profound and rapid transformation. Recent consolidation of 29 important central labour statutes into comprehensive Labour Codes, alongside the progressive shift towards digitalised compliance systems and technology-enabled inspection regimes, has fundamentally altered the manner in which labour laws are interpreted, implemented, and enforced in the nation. In this evolving regulatory environment, it has become imperative for professionals engaged in labour administration, human resources, legal practice, and compliance functions to upgrade their legal understanding, analytical skills, and operational capabilities.

Given the vast scale and inherent complexity of India's labour market encompassing organised and unorganised sectors, formal and informal employment arrangements, and a diverse workforce spread across industries and geographies, labour law compliance is no longer a peripheral administrative obligation. Rather, it constitutes a central pillar of equitable and sustainable economic governance. Effective compliance ensures the protection of statutory entitlements relating to minimum wages, social security coverage, gratuity, and maternity benefits and also simultaneously fostering industrial harmony and responsible employer practices. However, the post-consolidation statutory landscape along with its expanded scope, new definitions, and evolving institutional mechanisms presents significant interpretative and operational challenges for employers, practitioners, and enforcement agencies and such challenges cannot be adequately addressed without structured learning and expert guidance.

The Joint Executive Development Programme on Labour Law and Social Security Compliance has been conceptualised precisely to respond to this critical capacity-building requirement. By bringing together the academic excellence and legal scholarship of Gujarat National Law University (GNLU) with the rich, field-based enforcement and administrative experience of the Pandit Deendayal Upadhyaya National Academy of Social Security (PDUNASS), the programme offers a distinctive and integrated learning experience. This collaboration ensures a balanced and rigorous curriculum that is firmly rooted in legal theory and jurisprudence, while remaining closely aligned with real-world compliance practices, institutional processes, and enforcement realities.

Designed for a wide spectrum of participants including human resource professionals, legal practitioners, compliance and audit officers, government officials, policy analysts, and law graduates the programme enables participants to:

- Develop strong conceptual clarity on labour law frameworks, institutional structures, and recent legislative reforms;
- Acquire practical compliance skills grounded in statutory interpretation, delegated legislation, and relevant judicial precedents;
- Understand contemporary enforcement strategies, inspection frameworks, and facilitative compliance mechanisms; and
- Effectively bridge academic theory with real-world compliance challenges, a critical competency in today's dynamic regulatory environment.

Through this carefully structured and collaborative approach, the programme seeks to create professionals who are not only legally informed, but also practically equipped to navigate, implement, and contribute meaningfully to India's evolving labour governance ecosystem.

The course has been structured as a 12-week programme delivered fully online, with 2-hour live sessions on weekends to ensure accessibility for working professionals. The first eight weeks are led by GNLU faculty, emphasising theoretical foundations, legal frameworks, and analytical skills in statutory interpretation. The subsequent four weeks are facilitated by PDUNASS, focusing on applied compliance methodologies, enforcement techniques, institutional case studies, and field-oriented insights.

This phased approach allows participants to first build a strong legal foundation and then progressively transition to applied, operational compliance knowledge related to the EPFO.

The programme represents a novel collaboration between academia and administrative practice with a synergy that is essential in a regulatory environment where statutory change is frequent and enforcement expectations are high. Moreover, by bridging the gap between legal scholarship and ground realities, the programme aspires to create professionals who are not merely compliant with the law but who also contribute to ethical labour governance that advances both employer and worker interests.

The course will be offered in hybrid mode and sessions shall be conducted in online mode through Webex platform on every Friday and Saturday evening during 6.00 to 9.00 p.m.

After the completion of 12 week online sessions, the participants have to visit GNLU, Gandhinagar campus for about four days which shall include contact hour classes for three days and one day for the final examination.

Programme Objectives

- To provide participants with comprehensive knowledge of compliance obligations under key labour laws.
- To train professionals in preparing, maintaining, and filing statutory registers and returns.
- To build capacity in digital compliance tools and portals.
- To develop skills in handling inspections, audits, and penalties.
- To enhance HR managers' ability to integrate compliance with corporate governance and accountability.

Target Audience

- HR Managers & Executives
- Compliance & Legal Officers
- Payroll & Accounts Managers
- Factory Managers & Contractors
- Corporate professionals dealing with statutory returns

COURSE STRUCTURE

Detailed Weekly Schedule

TOTAL 12 WEEKS

Module 1: Fundamentals of Labour Law Compliance (Week 1–2)

Topics:

- Evolution of Labour Laws in India – Constitutional aspects and concept of social security
- Brief Introduction of various categories of Labour Laws and four Labour Codes
- Employer obligations: registrations, returns, notices, registers
- Introduction to compliance calendar (monthly, quarterly, annual filings)
- Importance of HR compliance in risk management

Module 2: Overview of Legal Provisions of Wages, Social Security and

important legislations (Week 3–4)

Topics:

- Provisions relating to Minimum Wages & Payment of Wages
- Payment of Bonus – eligibility, calculations, filings
- Employees' Provident Fund (EPF & MP Act, 1952)
- Employer obligations, monthly contributions
- Online filing of ECR (Electronic Challan-cum-Return)
- Employees' State Insurance Act (ESI Act, 1948)
- Registration, contributions, benefit provisions
- Online portal compliance
- Maternity Benefit (The Maternity Benefit Act, 1961)
- Employees Compensation Act, 1923

Module 3: Industrial Relations & Dispute Compliance (Week 5–6)

Topics:

- Industrial Disputes Act, 1947 – strikes, lockouts, retrenchment
- Standing Orders compliance and filings
- Trade union compliance obligations
- Employee grievance redressal mechanisms
- ADR and labour dispute settlement

Module 4: New Labour Codes, important provisions & compliances (Week 7 – 8)

Topics:

- The Four New Labour Codes – Overview and Introduction
- Code on Wages
- Code on Occupational Safety, Health and Working Conditions
- Code on Social Security
- Code on Industrial Relations

Module 5: Practical Aspects of EPFO :

Structure, benefits and compliance (Week 9–10)

Topics:

- Role and Mandate of EPFO.
- Compliance as Risk and Cost Management, Economics of Compliance: An applied perspective.
- Applicability, Coverage (including branches & multi-location entities), exclusions and related judicial pronouncement. Test for unity or ownership, management, finance, supervision.
- Registration and Contributions
- Key Definitions as per the new Labour Codes (Including wages, employees, employer, etc.)
- Exemption: Grant of exemption, Conditions of exemption, surrender/cancellation of exemption
- Contractor Compliance

EPF Scheme:

- Membership of the Fund;
- Contributions, and Interest;
- Declaration and Duties of employer/contractors;
- Nominations, Payments, Withdrawals from the Fund;
- Special provisions in respect of international workers, cine-workers, newspaper employees, disabled workers, etc.

EPS 1995:

- Membership of EPS;
- Determination of pensionable service, pensionable salary and monthly member pension;
- Various types of pensionary benefits, weightage benefit, reduced pension, deferred pension, etc. along with practical exercises for participants to compute pension in various scenarios like disablement pension, children pension, orphan pension, widow pension, etc.;
- Higher Pension: Calculation in various scenarios and related judgment;
- Pension Claims: Eligibility and benefit computation for 10C claim.

EDLI Scheme:

Coverage, Eligibility, Exemption and benefit

Practical Exercise & Demonstrations

- How to register establishments online?
- How to manage contractor compliance on the portal (PE Portal/EPFO website)?
- How to file 10D Claim and 10C claim?
- How to submit Jeevan Pramaan Patra/DLC through FAT and other modes?
- How to file e-nominations?
- Various Forms and returns under the EPF Scheme, EPS and EDLI Scheme.
- Classifications of establishments, excluded establishments, exempted establishments, provisions for Gig and Platform workers.

Module 6: Digital Transformation in EPFO, Establishment Level Compliance

Calendar & Due Dates (Week 11–12)

Topics:

- UAN ecosystem (Employer role in UAN allotment, Aadhar seeding norms, KYC approval workflow, Error handling, Employee joining workflows, Online Aadhaar-based onboarding, Exit and settlement documentation, Duplicate UAN, merging multiple IDs, DOB/DOJ/DOL, etc. mismatch).
- Unified Portal for Employers: Claims Workflow for Form 19, 10C, 10D, EDLI, documentation requirements, benefits of and processing timelines.
- Online Transfer Claims (OTCP): Inter-establishment transfers, exempted to unexempted and vice-versa transfers, New Form 11.
- Computing TDS on claim withdrawal and interest along with practical exercise.
- Troubleshooting & Grievance Redressal: EPFIGMS, Escalation matrix, Employer vs employee grievance responsibilities.
- Shram Suvidha Portal (SSP) overview, filing Form 5A, International worker portals and various other portals of the EPFO. Monthly ECR (Electronic Challan – cum – return): Preparing ECR, Validation, Challan generation and Payment process.
- Inspection framework under EPFO and Penal provisions.
- Section 7A/14B/7Q/26B proceedings and recovery mechanisms.
- Power of authorities and employer rights.
- Handling disputes and appeals.

Practical Exercise & Demonstrations

- Hands-on simulation for preparing ECR, generating challan and mock payment, fixing typical ECR errors.
- Best practices and real-world lessons – High compliance establishments, mistakes commonly made, industry benchmarking.
- Quiz / Activity – Generate UAN and complete KYC, prepare a monthly ECR, File a mock online claim.
- Activity (Hands-on Simulation): Explore EPFO website, explore member portal and employer portal, filing mock online claims (Form 19, 31, 20, 11/13, 5IF) OTCP filing and error resolution, UAN creation, KYC upload and approval, member exit process, form 5A filing/updation, drafting sample employer replies to claims queries.

Assessment & Certification

- Internal Assessment: 50% (Assignments, Practical Exercises, Case Studies)
- Final Evaluation: 50% (Written Test + Practical Filing Demonstration)
- Joint Certificate of Course Completion shall be issued on successful completion of the course.

How to Apply:

The last date of application is 10th May 2026

Candidate should download the Application Form from GNLU website (www.gnlu.ac.in) and send the duly completed application form to:

The Registrar,

Gujarat National Law University, Attalika Avenue, Knowledge Corridor

Opp PDEU, Koba, Gandhinagar, Gujarat. PIN 382426,

By Registered post or hand delivery to reach by 15th May 2026. The form must be accompanied by self-attested copies of graduation degree, mark sheet and a passport size photograph.

The candidate should also email the scanned copy of the application for mandatory supporting documents to edplsc@gnlu.ac.in

For more information, please visit the Programme webpage on the GNLU website or email.

Fees for the Program:

The fees for the complete Executive Development Programme is ₹30,000, inclusive of GST (₹25,000 for application form fees, admission fees, tuition fees and administration charges + ₹5,000/- for 4 Days boarding & lodging charges and examination fees).

The fees shall be paid through fees payment link to be generated by the GNLU.

PATRONS

Prof. (Dr) S. Shanthakumar, Director, GNLU

Shri Kumar Rohit, ACC (HQ) & Director, PDUNASS

ADVISORY BOARD MEMBERS

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Shri Sanjay Kumar Rai, Regional P.F. Commissioner-I

COORDINATORS

Dr. Hardik H. Parikh, Assistant Professor of Law & Head, Training Division, GNLU

Dr. Asha Verma, Assistant Professor of Law & Head, Centre for Labour Laws, GNLU

