

# **UNIVERSAL ACCOUNT NUMBER**

**By- VPD CONSULTANTS PVT. LTD.**



*Employees Provident  
Fund Organization  
1952*

## ◆ What is UAN

- UAN stands for Universal Account Number which is allotted by EPFO.
- The UAN will act as an umbrella for the multiple PF Account Numbers allotted to an employee by different establishments (Companies).
- The idea is to link multiple PF Account Numbers (Member Id) allotted to a single employee under single Universal Account Number.
- This will help the employee to view details of all the PF Account Numbers (Member Id) linked to it.
- If an employee is already allotted Universal Account Number (UAN) then he / she is required to provide the same on joining in new establishment to enable the employer to in-turn mark the new allotted PF Account Number (Member Id) to the already allotted Universal Identification Number (UAN).

## ◆ Benefit under UAN

- Download UAN Card
- List previous PF Account Numbers
- Enter KYC Details
- Make Nominations
- Check eligibility for Online transfer claim
- Edit personal details

*Note: It is mandatory to link Aadhaar with UAN to get the benefits of Online Services provided by EPFO.*

## ◆ UAN Activation

- For UAN activation Mobile number is Mandatory.
- \* *This mobile number has to be linked with your Aadhar.*

## ◆ How to know your UAN

- It is printed on your Salary slip or you may check with your HR Department.

# ◆ Know Your UAN

- To know your UAN you need to visit <https://unifiedportal-mem.epfindia.gov.in/memberinterface> and click on 'Know Your UAN'.

The screenshot displays the EPFO Member Interface website. At the top left is the EPFO logo and the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". The header includes the motto "वसुधैव कुटुम्बकम्" and "ONE EARTH • ONE FAMILY • ONE FUTURE". On the right, it shows the user's name "Capt. MEMBER e-SEWA" and options for "Sign in" and "Reset". Below the header, there are three main sections: "Dear EPF Members !!", "Benefits of Registration", and "Important Links". The "Important Links" section contains several options, with "Know your UAN" highlighted by a red box and a blue arrow pointing to it. A red box with the text "Click Here." is also present, pointing to the "Know your UAN" link. Other links in the "Important Links" section include "Track Application Status for Pension on Higher Wages", "Activate UAN", "Direct UAN Allotment by Employees", "Death claim filing by beneficiary", and "UAN Allotment for Existing PF".

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Universal Account Number (UAN)  
Capt. MEMBER e-SEWA

Sign in Reset

Forgot Password ?

वसुधैव कुटुम्बकम्  
ONE EARTH • ONE FAMILY • ONE FUTURE

Dear EPF Members !!

Benefits of Registration

Important Links

**filing online Death Claims(Form 10-D, 20 and 5-IF). E-N**

- ▶ Important notice about Aadhaar linking. [Click here.](#)
- ▶ Benefits for Unorganised workers registering on e SHRAM portal. [Click here](#)
- ▶ Kind attention Members. Now Aadhaar is mandatory for filing ECR. [Click here.](#)
- ▶ Important notice about EDLI. [Click here to read.](#)
- ▶ Important notice about Bank Account Linking with UAN. [Click here to read](#)

EPFO NEVER ASKS YOU TO SHARE YOUR PERSONAL DETAILS LIKE AADHAAR, PAN, BANK DETAILS ETC OVER PHONE.

EPFO NEVER CALLS ANY MEMBER TO DEPOSIT ANY AMOUNT IN ANY BANK.

PLEASE DO NOT RESPOND TO SUCH CALLS.

Download/Print your Updated Passbook anytime.

Download/ Print your UAN Card.

Update your KYC information.

Track Application Status for Pension on Higher Wages

Activate UAN

**Know your UAN**

Direct UAN Allotment by Employees

Death claim filing by beneficiary

UAN Allotment for Existing PF

**Click Here.**

- On below page, enter the aadhaar register mobile number and captcha. Click on 'Request OTP' and verify for further process.



**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

**Universal Account Number (UAN)**  
**MEMBER e-SEWA**

Home / Know Your UAN

☰ Know Your UAN

Mobile Number \* :

Please enter 10 digit mobile numt



Captcha \* :

Please enter captcha

Request OTP

Clear

- On below screen, enter Your Name, Date of Birth and select any one option from the 'Aadhaar', 'PAN' & 'Member Id'. Enter the details, verify the captcha and click on 'Show My UAN'.



**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Universal Account Number (UAN)  
**MEMBER e-SEWA**

**☰ Know Your UAN** ☰

Name \* :

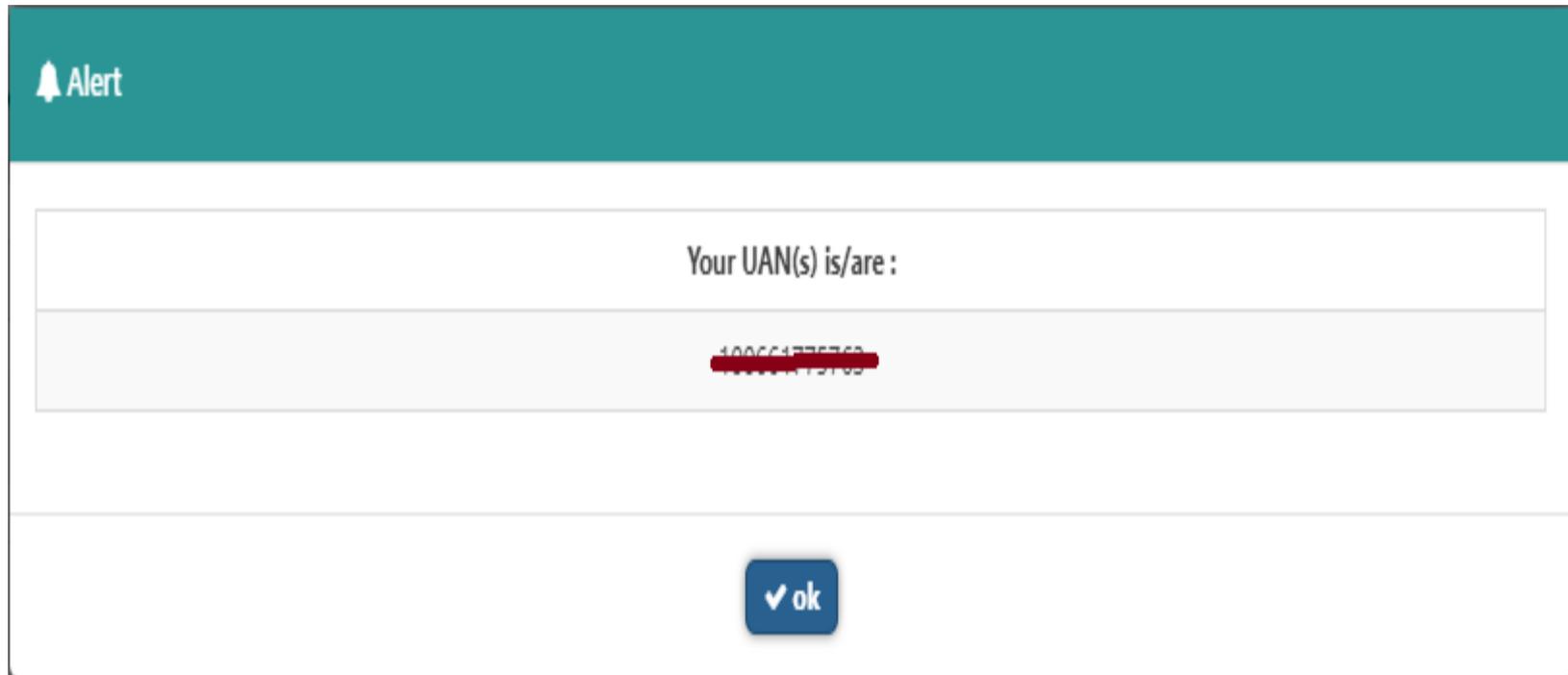
DOB \* :

Select any one \* :  AADHAAR  PAN  Member ID

AADHAAR :

Captcha \* :

- After validating captcha, your UAN will popup. Copy the UAN to activate.



## ◆ How to Activate UAN

- Before starting UAN activation process have the below details readily available -
  - UAN- 12 Digit
  - Name as per EPFO records - for this contact your HR Department
  - Date of Birth as per EPFO Records - for this contact your HR Department

*(Note- In case of any changes required in your personal details on the EPFO Portal, you can change or modify details after UAN activation by filling the Joint Declaration Form.)*

- ◆ **STEP 1:-** Log on to [https://epfindia.gov.in/site\\_en/index.php](https://epfindia.gov.in/site_en/index.php) it will take you to the below screen.

The screenshot shows the homepage of the Employees' Provident Fund Organisation, India. The browser address bar displays [https://epfindia.gov.in/site\\_en/index.php](https://epfindia.gov.in/site_en/index.php). The page header includes a red banner with the text "DASHING WRONG INFORMATION ABOUT EPFO. https://www.epfindia.gov.in IS THE WAY TO GO" and a search bar. The main header features the EPFO logo, the text "Employees' Provident Fund Organisation, India" and "Ministry of Labour & Employment, Government of India", and a portrait of a man. Below the header is a navigation menu with options: "Our Services", "Status Of Establishments", "EPFO Corner", "Miscellaneous", and "Contact Us". The central banner is orange and white, celebrating 15 years of the Mahatma with the quote "Cleanliness is next to Godliness". To the right of the banner are several service buttons: "Establishment Registration", "KYC Updation (Member)", "UMANG", "ECR/Returns/ Payment", "Online Claims Member Account Transfer", "e-Passbook", "Performance of Establishments", and "Shram Suvidha Common ECR ( EPFO/ESIC)". Below the banner are two sections: "Online Services" with links to "Principal Employers-CAIU Portal", "Pensioners' Portal", "TRRN Query Search", "International Workers Portal", and "eKYC Portal"; and "EPFO celebrates 66th Foundation Day - 1st Nov. 2018" with links to "Press Release", "A Journey Well Travelled", and "Photo Gallery". A "Know Your Balance" pop-up is visible in the bottom right corner, providing contact information for missed calls and SMS.

Help Desk 1800118005 (Office Hours) [DASHING WRONG INFORMATION ABOUT EPFO. https://www.epfindia.gov.in IS THE WAY TO GO](https://www.epfindia.gov.in) Skip to main content A+ A A- Search

**Employees' Provident Fund Organisation, India**  
Ministry of Labour & Employment, Government of India

Our Services ▾ Status Of Establishments ▾ EPFO Corner ▾ Miscellaneous ▾ Contact Us ▾

15 YEARS OF CELEBRATING THE MAHATMA "Cleanliness is next to Godliness"

Establishment Registration KYC Updation (Member)  
UMANG ECR/Returns/ Payment  
Online Claims Member Account Transfer e-Passbook  
Performance of Establishments Shram Suvidha Common ECR ( EPFO/ESIC)

**Online Services**

- > Principal Employers-CAIU Portal
- > Pensioners' Portal <sup>New</sup>
- > TRRN Query Search
- > International Workers Portal
- > eKYC Portal

**EPFO celebrates 66th Foundation Day - 1st Nov. 2018**

[Press Release](#) [A Journey Well Travelled](#) [Photo Gallery](#)

**Know Your Balance** ✕

- > Give a Missed call to 01122901406
- > SMS EPFOHO<UAN><LAN> to 7738299899

- ◆ **STEP 2:-** After click on KYC Updation (Member) option you will get below screen then click on 'ACTIVATE UAN' link for futher process.

The screenshot displays the EPFO Member e-SEWA portal. The browser address bar shows the URL: <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>. The page header includes the EPFO logo and text: "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". The main heading is "Universal Account Number (UAN) MEMBER e-SEWA".

A green banner reads "Dear EPF Members !!". Below it, a list of services is provided:

- ▶ Member Passbook service is available at [www.epfindia.gov.in](http://www.epfindia.gov.in) [ Our Services >> For Employees >> Member Passbook ]
- ▶ Aadhaar Based Online Claim Submission
- ▶ Seeded Aadhaar against activated UAN is mandatory for online claim submission.
- ▶ Other frequently used services are available at [www.epfindia.gov.in](http://www.epfindia.gov.in)
- ▶ EPFO services are now available on the UMANG (Unified Mobile APP for New Governance). The UMANG APP can be downloaded from [UMANG](https://www.umang.gov.in) website or from the play/app stores. Erstwhile EPF mobile number is 9718397183. The APP can also be downloaded from [UMANG](https://www.umang.gov.in) website or from the play/app stores. Erstwhile EPF mobile

The login form on the right includes:

- UAN:
- Password:
- Captcha:
- Buttons: "Sign in" and "Reset"
- Link: "Forgot Password"

A callout bubble with the text "Click on" points to the "Activate UAN" link in the "Important Links" section.

The "Important Links" section contains:

- ▶ [Activate UAN](#)
- ▶ [Know your UAN status](#)
- ▶ [Online Aadhaar Verified UAN Allotment](#)

The "Benefits of Registration" section lists:

- ▶ Download/Print your Updated Passbook anytime.
- ▶ Download/ Print your UAN Card.
- ▶ Update your KYC information.

A yellow "NOTE" box contains the following information:

- ✓ Members with authenticated Aadhaar and Bank details seeded against their UAN can now submit their PF Withdrawal/Settlement/Transfer claims online.
- ✓ One mobile number can be used for one registration only.
- ✓ A member can view the passbooks of the EPF

- ◆ **STEP 3:-** Fill the UAN, Name as per UAN, Date of Birth, Mobile no. >> Get Authorized Pin>>Put OTP and Submit.



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MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

<input type="radio"/> UAN	<input type="text"/>
<input checked="" type="radio"/> Member ID	<input type="text"/>
AADHAAR *	<input type="text"/>
Name *	<input type="text"/>
Date of Birth *	<input type="text" value="DD/MM/YYYY"/>
Mobile No. *	<input type="text"/>
Captcha *	<input type="text"/>

मैं अपनी पहचान स्थापित करने के उद्देश्य से आधार आधारित प्रमाणीकरण के लिए अपना आधार नंबर, वन टाइम पिन (ओटीपी) डेटा प्रदान करने के लिए सहमत हूँ और मैं यूएन को सक्रिय करने के उद्देश्य से आधार के साथ उपलब्ध अपने मूल विवरण को साझा करने के लिए सहमत हूँ।  
I hereby consent to provide my Aadhaar Number, One Time Pin (OTP) data for Aadhaar based authentication for the purpose of establishing my identity and I agree to share my basic details as available with Aadhaar for the purpose of activating UAN.

- After click on 'Get Authorization Pin' employee will receive an OTP on registered mobile number.
- Employee should enter the OTP and validate. Once the OTP is validated, UAN will be activated.
- Once your UAN gets activated employee will receive password on register mobile number.
- Employee need to change the default password to another password.

## ◆ Change mobile number in UAN if Forgotten Password

- Visit to website <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>
- Click on 'Forgot your password' as shown



The screenshot displays the UAN member interface. At the top, there is a circular icon containing three stylized human figures in blue, orange, and green. Below this, the login form consists of the following elements:

- UAN:** A text input field with the placeholder text "Enter UAN".
- Password:** A text input field with the placeholder text "Password".
- Captcha:** A captcha image showing the characters "k e Z K 6" with a refresh icon below it.
- Captcha:** A text input field for entering the captcha.
- Buttons:** Two buttons labeled "Sign in" and "Reset".
- Link:** A link labeled "Forgot Password ?" which is highlighted with a red rectangular box.

- Enter your UAN and Captcha. Click on Verify.

[Home](#) |

### ? Forgot Password

Enter UAN :\*

x q Z E 3

Enter Captcha :\*

- You will see the screen asking for your Name, Date of Birth & Gender. Click on verify.

[Home](#) |

## ? Forgot Password

### Enter Your Details

Name :\*

Date Of Birth :\*

Gender :\*

Male  Female

Transgender

Verify

- Enter the captcha and Aadhaar number. Click on verify.

 Enter Your Details

Name :\*

Date Of Birth :\*

Gender :\*  Male  Female  Transgender

 Validate Against



Enter Captcha :\*

AADHAAR Number :\*

मैं अपनी पहचान स्थापित करने और पासवर्ड रिसेट करने के उद्देश्य से आधार आधारित प्रमाणीकरण के लिए अपना आधार नंबर, बायोमेट्रिक और/या वन टाइम पिन (ओटीपी) डेटा प्रदान करने के लिए सहमत हूँ

I hereby consent to provide my Aadhaar Number, Biometric and/or One Time Pin (OTP) data for Aadhaar based authentication for the purpose of establishing my identity

- Enter the Aadhaar Register mobile number and check the consent. Click on Get OTP and validate.

✓ **Validate Against**

AADHAAR Number :\* 94XXXXXXXX02

✓ Details validated

Aadhaar Linked Mobile Number :\*

I hereby consent to provide my Aadhaar Number, Biometric and/or One Time Pin (OTP) data for Aadhaar based authentication for the purpose of establishing my identity

- If you see Details Validated then you can enter a Aadhaar register mobile number. Click on Get OTP.
- Once you enter OTP Sent to your mobile no., you will enter new password twice.
- You will see 'Password changed Successfully' message/ You can click on Login to log with new Password.

## ◆ **KYC Update**

- KYC of Aadhar, PAN & Bank Account number with IFSC is mandatory to avail the benefits of online transfers or online claims.
- Your Name as on Aadhaar card should be exactly match with PF records otherwise you have to send name change or modification online request.

## ◆ **Aadhaar KYC**

- Update digitally verified Aadhaar card KYC. If unable to update KYC, then you have to send online name change request.

## ◆ **PAN KYC**

- Your personal information details on INCOME TAX PORTAL should be same as mention in the Aadhaar Card. (Even a slight variance with an extra space etc will result in rejection as the data is verified online.)

## ◆ **Bank Account number with IFSC**

- Update your Bank Account Number with IFSC code.

- Login to UAN Interface >> Click on Manage option >> KYC

The screenshot displays the UAN interface for the Employees' Provident Fund Organisation, India. The header includes the organization's name and logo, and the user's UAN is shown in a green bar at the top right. A navigation menu at the top contains Home, View, Manage, Account, and Online Services. The Manage menu is open, showing options for Basic Details, Contact Details, KYC (highlighted), E-Nomination, and Mark Exit. Below the menu is an alert section with the message "No recent alerts to view." On the right, the Member Profile section displays a table of personal and identification details.

**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN : [REDACTED]

Home View Manage Account Online Services

UAN Card  
More Info

Manage  
BASIC DETAILS  
CONTACT DETAILS  
KYC  
E-NOMINATION  
MARK EXIT

**Alert**  
No recent alerts to view.

**Member Profile**

UAN	[REDACTED]
Name	[REDACTED]
Birth Date	[REDACTED]
Gender	[REDACTED]
AADHAAR	XXXX XXXX 9849   [REDACTED] )
PAN	XXSP [REDACTED] XX
Bank Account No.	[REDACTED] XXXX ( [REDACTED] )
Mobile No.	[REDACTED] XXXX
E-mail	XXXXNOT AVAILABLE

**More information**

- On this page you need to click on options of which KYC is to be done.



EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN XXXXXXXXXXXXXXXXXXXX

[-A](#) [A](#) [A+](#) [Logout](#)

[Home](#) [View](#) [Manage](#) [Account](#) [Online Services](#)

**Note :** An OTP will be sent to Your AADHAAR linked mobile for submitting Bank KYC.

≡ Add KYC

CLICK ON KYC DOCUMENT TO ADD

[Bank](#) [PAN](#) [Aadhaar](#) [Passport](#)

Click on these options to make KYC

✓ Currently Active KYC

⊙ KYC Pending for Approval

🕒 KYC History (Approved/Rejected/Invalidated)

[Contact Us](#) [FAQs](#)

- To make KYC of BANK enter details as required and click on Save.



EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN

[-A](#) [A](#) [A+](#) [Logout](#)

[Home](#) [View](#) [Manage](#) [Account](#) [Online Services](#)

**Note :** An OTP will be sent to Your AADHAAR linked mobile for submitting Bank KYC.

≡ Add KYC

CLICK ON KYC DOCUMENT TO ADD

[Bank](#) [PAN](#) [Aadhaar](#) [Passport](#)

**BANK Details** ✕

Name as per Bank account :

Bank Account Number :

Confirm Bank Account Number :

Bank IFSC :

[Save](#) [Cancel](#)

Please click on save button for saving the filled details

- For KYC of PAN, enter PAN details and click on save.

The screenshot shows the EPFO website interface. At the top left is the EPFO logo and the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". At the top right, the user's UAN is displayed as "UAN : [REDACTED]" with a "Logout" link. A navigation bar contains "Home", "View", "Manage", "Account", and "Online Services". A green notification banner states: "Note : An OTP will be sent to Your AADHAAR linked mobile for submitting Bank KYC." The main content area is titled "Add KYC" and includes a "CLICK ON KYC DOCUMENT TO ADD" section with buttons for "Bank", "PAN", "Aadhaar", and "Passport". The "PAN" button is selected. Below this are two form sections: "BANK Details" and "PAN Details". The "BANK Details" section has fields for "Name as per Bank account", "Bank Account Number", "Confirm Bank Account Number", and "Bank IFSC". The "PAN Details" section has fields for "Name as per PAN" and "PAN". At the bottom right of the form are "Save" and "Cancel" buttons.

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN : [REDACTED] [Logout](#)

Home View Manage Account Online Services

Note : An OTP will be sent to Your AADHAAR linked mobile for submitting Bank KYC.

Add KYC

CLICK ON KYC DOCUMENT TO ADD

Bank PAN Aadhaar Passport

**BANK Details**

Name as per Bank account : [REDACTED]

Bank Account Number : [BANK ACCOUNT NUMBER]

Confirm Bank Account Number : [CONFIRM BANK ACCOUNT NO]

Bank IFSC : [BANK IFSC]

**PAN Details**

Name as per PAN : [REDACTED]

PAN : [10 DIGIT PAN]

Save Cancel

- For KYC of Aadhaar, enter Aadhaar no and click on save.



An OTP will be sent to Your AADHAAR linked mobile for submitting Bank KYC.

**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN :

[A](#) [A](#) [A+](#) [Logout](#)

[Home](#) [View](#) [Manage](#) [Account](#) [Online Services](#)

CLICK ON KYC DOCUMENT TO ADD

[Bank](#) [PAN](#) [Aadhaar](#) [Passport](#)

#### BANK Details ✕

Name as per Bank account :

Bank Account Number :

Confirm Bank Account Number :

Bank IFSC :

#### PAN Details ✕

Name as per PAN :

PAN :

#### AADHAAR Details ✕

Name as per AADHAAR :

AADHAAR Number :

[Save](#) [Cancel](#)

- For KYC of Passport, enter details and click on save.



An OTP will be sent to Your AADHAAR linked mobile for submitting Bank KYC.

**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**

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UAN :

[-A](#) [A](#) [A+](#)

[Logout](#)

[Home](#) [View](#) [Manage](#) [Account](#) [Online Services](#)

CLICK ON KYC DOCUMENT TO ADD

[Bank](#) [PAN](#) [Aadhaar](#) [Passport](#)

#### BANK Details



Name as per Bank account :

Bank Account Number :

Confirm Bank Account Number :

Bank IFSC :

#### PAN Details



Name as per PAN :

PAN :

#### AADHAAR Details



Name as per AADHAAR :

AADHAAR Number :

#### Passport Details



Name As per passport :

Passport Number :

Valid Till :

[Save](#) [Cancel](#)

- After entering all details need to verify the details through Aadhaar based 'OTP' .



**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN :

[-A](#) [A](#) [A+](#) [Logout](#)

[Home](#) [View](#) [Manage](#) [Account](#) [Online Services](#)

Note : An OTP will be sent to your AADHAAR linked mobile while submitting KYC.

≡ Add KYC ✕

CLICK ON KYC DOCUMENT TO ADD

[Bank](#) [PAN](#) [Passport](#)

**BANK Details** ✕

Name as per Bank account :	Bank Account Number :
<input type="text"/>	<input type="text"/>
Confirm Bank Account Number :	Bank IFSC :
<input type="text"/>	<input type="text"/>

**PAN Details** ✕

Name as per PAN :	PAN :
<input type="text"/>	<input type="text"/>

मैं अपने यूएन के साथ आधार को जोड़ने के लिए अपनी पहचान स्थापित करने के उद्देश्य से आधार आधारित प्रमाणीकरण के लिए अपना आधार नंबर प्रदान करने के लिए सहमति देता हूँ  
I hereby consent to provide my Aadhaar Number, Biometric and/or One Time Pin (OTP) data for Aadhaar based authentication for the purpose of establishing my identity

[Save](#) [Cancel](#)

## ◆ Benefits after completion of KYC

- Members with KYC completed will get benefits with following services.
  - ✓ Smooth transfer of service
  - ✓ Smooth withdrawal of PF amount
  - ✓ Transparency in their accounts
  - ✓ Members who have activated their account would get a monthly SMS intimation of their Monthly PF.

## ◆ Correction or Modification in Basic Details

- PF Department provided online facility to employees who want to correct or modify their basic details in PF records

**Name** – This facility is on Aadhaar base, employee can send an online request through UAN interface.

**Date of Birth** – The correction in date of birth employee have to submit duly signed a joint declaration letter along with supporting document i.e. SSC Mark sheet, SSC passing certificate, Passport & Birth certificate.

**Father Name** – If there is any change in your father name in PF record. In that case, you have to fill joint declaration form along with supporting document.(Documents should be Aadhaar card, PAN card where your Father name is printed.)

**Husband Name** – Female employees have to submit Joint Declaration letter along with Marriage Certificate, Update Aadhaar card & Gazette name correction.

## ◆ E\_Nomination

- PF office stops accepting Form-2 (Nomination) in physical copy and replace with the same in eNomination which can be file online. Through Member UAN interface login.
- Following documents required for eNomination.
  - 1 need to update profile & passport size scanned photo less than 100KB.
  - The Photograph is to be restricted to size 3.5 cm x 4.5 cm before uploading.
  - The image should have face prominently visible (80% of the image) with both ears visible.
  - The image should be in jpeg or jpg or png format only.
  - Also update nominees basic details & passport size scanned photo less than 100kb.
  - Always Keep Father Name in 1st nominee (for Unmarried).
  - Always Keep Spouse Name in 1st nominee (for married).
  - Update bank details nominees+ member.
  - Virtual ID no. is required for final submission

- After login to the portal, you need to click on 'View' option and click on 'Profile'.

← → ↻ 🏠 <https://unifiedportal-mem.epfindia.gov.in/memberinterface/> ⋮ 🔒 ☆ ⚙️ ⬇️ ⏪

 **EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

[Home](#) **View** [Manage](#) [Account](#) [Online Services](#)

- PROFILE
- SERVICE HISTORY
- UAN CARD
- PASSBOOK

More Info

### Member Profile

UAN	XXXXXXXXXXXX
Name	M. MANDAR GANESH MANG
Birth Date	10/10/1994
Gender	MALE
AADHAAR	XXXXXXXXXXXX   Verified ( DEMO )
PAN	----
Bank Account No.	XXXXXXXXXXXX
Mobile No.	XXXXXXXXXX
E-mail	XXXXXXXXXX@EPFO.COM

[More information](#)

- After click on Profile option, you will get below screen where you need to upload the profile picture to make nominations.

The screenshot shows the 'Member Details' page on the EPFO India portal. The page header includes the EPFO logo, the text 'EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA', and 'MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA'. A navigation bar contains 'Home', 'View', 'Manage', 'Account', and 'Online Services'. The main content area is titled 'Member Details' and features a grey silhouette of a person with a 'Change Photo' button below it. To the right, there is a list of member details, each with a blue edit icon. A callout bubble points to the 'Change Photo' button with the text 'Click here to upload a Photo.'.

Browser address bar: <https://unifiedportal-mem.epfindia.gov.in/m>

Page Header: **EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Navigation: Home View Manage Account Online Services

Section: Member Details

Member Details Table:

Field	Value	Action
Name	[REDACTED]	Edit
Date Of Birth	[REDACTED]	Edit
Gender	[REDACTED]	Edit
Father's/ Husband's Name	[REDACTED]	
Relation	[REDACTED]	
Is International Worker	[REDACTED]	
Qualification	[REDACTED]	Edit
Marital Status	[REDACTED]	Edit

Callout: Click here to upload a Photo.

- Select option of MANAGE>>'E\_NOMINATION'.

← → ↻ 🏠 ⓘ <https://unifiedportal-mem.epfindia.gov.in/memberinterface/> ... 🛡️ ☆ 🏠 ⬇️ >> ☰

 **EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

🔍

🏠 Home View ▾ **Manage ▾** Account ▾ Online Services ▾

**UAN Card**  

- CONTACT DETAILS
- KYC
- MODIFY BASIC DETAILS
- E-NOMINATION**

More Info ⓘ

**Member Profile**

UAN	██████████
Name	████████████████████
Birth Date	██████████
Gender	██████
AADHAAR	██████████   Verified ( DEMOGRAPHIC )
PAN	---
Bank Account No.	X██████████
Mobile No.	██████████
E-mail	████████████████████

 **More information**

- Select appropriate option.



EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN : 1001-500

AAA+

Logout

Home View Manage Account Online Services

Profile details saved successfully.

### Family Declaration



Having Family?

Yes  No

### Nomination History

Display 10 records per page

Search

Sr No.	Nomination Details	Nomination Date & Time
--------	--------------------	------------------------

- Fill all details, upload nominee photograph and click on Save Family Details option.

**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
 MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Home View Manage Account Online Services

Family Declaration

Having Family?  Yes  No

**Add Family Details**

AADHAAR*	Name*	Date of Birth*	Gender*	Relation*	Address*	Bank Account Details	Guardian	Photo*	Remove
Enter AADHAAR	Max 85 chara	DD/MM/YYYY	--Select G	--Select R	Locality (Max Length 30 ch) Street (Max Length 30 cha City Select State --Select District-- 6 Digit Pin Code	IFSC : Enter IFSC Code Branch Name : Branch Name Account Number : Enter Bank Account No	<input type="radio"/>	 Click Here To Upload Photograph	<input type="checkbox"/>
							<input type="radio"/> Provide guardian details	 Click Here To Upload Photograph	<input type="checkbox"/>

 **Add Row** **Save Family Details**  
 to add more than one family member

After filling all details Click on Save Family details

- Click on e-Sign icon to digitally sign the nomination form.

 **EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**  
MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN :   - A A A+ Logout

[Home](#) [View](#) [Manage](#) [Account](#) [Online Services](#)

### Pending Nomination

Display  records per page Search:

Nomination Entry Time	View	Edit	e-Sign	Delete
06-JAN-2022 14:49				

Showing page 1 of 1 Previous  Next

### Nomination History

Display  records per page Search:

Sr No.	Status	Nomination Details	Nomination Date & Time
No Nomination History found			

- On this screen, enter your 16 digit Virtual id and tick on the check box then click on Verify.

The screenshot shows the Demographic Authentication Service interface. At the top, there are logos for the Ministry of Electronics and Information Technology, Government of India; Digital India, Power To Empower; and CDAC (Centre for Development of Advanced Computing). Below the logos, it states "You are currently using Demographic Authentication Service". The main form is titled "Demographic Authentication" and contains a text input field labeled "Enter Virtual Id" with a clear button. Below the input field is a link "Get Virtual ID". A checkbox is present with the text "By clicking the checkbox, I hereby give my consent for using demographic data from AADHAAR for the purpose of Demographic Authentication." At the bottom of the form are two buttons: "Verify" and "Cancel".

**Enter your Virtual Id in this box.**

**Tick on this check box and click on Verify.**

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- On below screen check on the tick box.



## Employees' Provident Fund Organisation, India

Ministry of Labour & Employment, Government of India



- By clicking the checkbox, I hereby give my consent for using e-KYC services data from AADHAAR for the purpose of signing selected document and generating Digital signature.

**Tick on the check box to proceed further.**

- On below screen select one option of Aadhaar or Virtual Id and enter your details then click on 'Get OTP'. Enter the OTP and click submit.

The screenshot shows the 'Aadhaar Based e-Authentication' interface. At the top left is the Government of India logo and the Ministry of Electronics and Information Technology. In the center is the 'Digital India Power To Empower' logo. On the right is the C-DAC logo. Below these is a message: 'You are currently using C-DAC eSign Service and have been redirected from:'. The main interface features the 'Hastakshar' logo and 'C-DAC's eSign Service' text. The 'Aadhaar Based e-Authentication' section includes a 'View Document Information' link, radio buttons for 'Aadhaar Number' (selected) and 'Virtual ID', an input field for 'Enter Your Aadhaar Number', a 'Get Virtual ID' link, an input field for 'Enter Your Aadhaar OTP', and 'Get OTP' and 'Cancel' buttons. Three red callout boxes provide instructions: one pointing to the radio buttons, one pointing to the 'Enter Your Aadhaar Number' field, and one pointing to the 'Enter Your Aadhaar OTP' field.

Ministry of Electronics and Information Technology  
Government of India

Digital India  
Power To Empower

सी डेक  
C-DAC  
एन सी ई आर  
C-DAC DEPARTMENT OF ADVANCED COMPUTING

You are currently using C-DAC eSign Service and have been redirected from:

Hastakshar  
हस्ताक्षर  
C-DAC's eSign Service

**Aadhaar Based e-Authentication**

View Document Information

Select one option from Aadhaar number or Virtual ID.

Aadhaar Number  Virtual ID

Enter Your Aadhaar Number

Get Virtual ID

Enter Your Aadhaar OTP

Enter your details and click on 'Get OTP'.

Enter received OTP and click on Submit.

Get OTP Cancel

- After successful verification of OTP, your nominations will get updated and you will get below screen.

E - Hastakshar

Pdf signed successfully...!!!

## ◆ Online/Auto Transfer

- If previous employer not updated **Date of Exit** on PF portal then new UAN will be allotted to you from the present employer and also auto transfer claim will not be actionable.

To avoid this mistake you have to activate your UAN and also update KYC and same will be approved from your previous employer

### Steps for Online Transfer of Claim

- **Step 1:** Login into UAN
- **Step 2:** Member should check the conditions mentioned above in the UAN Portal.
- **Step 3:** Bank account and bank IFSC code of employee should be seeded against the UAN Seeding Aadhar number and PAN against UAN is not mandatory for raising transfer claims.
- **Step 4:** The employer should have approved the e-KYC.
- **Step 5:** Employee should make request for transfer request by following steps. The previous/current employer should have digitally registered authorized signatories in EPFO PF account number of both previous and current employment of an employee should be entered in EPFO database.

- Only one transfer request against the previous member ID can be accepted.

The image shows two screenshots of the Employees' Provident Fund Organisation (EPFO) India website. The top screenshot displays the login page for members, featuring the EPFO logo, the text 'EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA' and 'MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA', and the 'MEMBER e-SEWA' login section. The login section includes fields for UAN (Universal Account Number), Password, and a Captcha, along with 'Sign in' and 'Reset' buttons and a 'Forgot Password' link. A message box for EPF members lists services like Member Passbook, Aadhaar-based claim submission, and the UMANG app. The bottom screenshot shows the website's navigation menu with 'Home', 'View', 'Manage', 'Account', and 'Online Services'. The 'Online Services' dropdown menu is open, showing options: 'CLAIM (FORM-31,19&10C)', 'ONE MEMBER - ONE EPF ACCOUNT (TRANSFER REQUEST)', and 'TRACK CLAIM STATUS'. A mouse cursor is pointing at the 'ONE MEMBER - ONE EPF ACCOUNT (TRANSFER REQUEST)' option. Below the navigation menu are 'UAN Card' and 'Account Settings' sections, each with a 'More Info' link.

- Under 'Details of present account into which transfer will be affected', the user has to update his/her employee id beside 'PF Account No. (Trust)' field.
- In Step 1, if the UAN is generated for Previous Employer then you have to update it in 'Member ID/UAN' and click on 'Get Details' button.
- If UAN is not generated, then you have enter your 22 digit member ID in 'Member ID/UAN' and click on 'Get Details' button.
- If you don't have 22 digit member id then click on 'Get MID' and fill the details as instructed and click on 'Submit'. Your 22 digit member ID will get populated in Member ID / UAN column. Then click on 'Get Detail'.
- Once you click on Get Details, your details of previous PF account will get populated. Then there will be a selection box at left side, tick mark on the same.
- In Step 2 click on Get OTP, you will get the OTP on your registered mobile, enter the OTP and click on submit. Your online transfer application will get submitted and there will be a printable transfer application available for download. Kindly download the same, sign it and handover it to your HR dept.

- Check all details are correct or not.



**EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA**

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN :

- Home
- View
- Manage
- Account
- Online Services

**Personal Information**

Name :	XXXXXXXXXX	Mobile No. :	XXXXXXXXXX	Email ID :	XXXXXXXXXX@COM
Bank Account No. :	XXXXXXXXXX	IFSC :	XXXXXXXXXX	Aadhaar No. :	XXXXXXXXXX

**Details of present account into which transfer will be affected**

UAN:	XXXXXXXXXX	P.F.Account No. :	XXXXXXXXXX
Establishment Name :	XXXXXXXXXX	Establishment Address :	XXXXXXXXXX
Date of joining :	XXXXXXXXXX	PF Account Held By :	XXXXXXXXXX
Member Name :	XXXXXXXXXX	Date of Birth :	XXXXXXXXXX
Father/Spouse Name :	XXXXXXXXXX	Relationship :	XXXXXXXXXX

- Fill all details and click on Submit.

Step 1 : Select details of previous accounts (which are to be transferred)

Note : Member has the option to choose claim form attestation by present or previous employer, based on availability of DSC authorized signatory.

Attestation through : \*  Previous Employer  Present Employer

Member ID / UAN : \*

To generate Member ID in required format, click [Get MID](#)

[Get Details](#) [Reset](#)

<input type="checkbox"/>	Member Name	Member ID	Establishment/Trust Details	Date of Joining	Date of Exit	Date of Birth	Submit To	PF Acc No. (Trust)
<input type="checkbox"/>	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	XXXXXXXXXX	N/A

[Delete](#)

Step 1 : Select details of previous accounts (which are to be transferred)

Note : Member has the option to choose claim form attestation by present or previous employer, based on availability of DSC authorized signatory.

Attestation through : \*  Previous Employer  Present Employer

Member ID / UAN : \*

To generate Member ID in required format, click [Get MID](#)

[Get Details](#) [Reset](#)

Step 2 : Authenticate OTP & Submit

Note : OTP will be sent on UAN registered mobile number.

[Get OTP](#)  [Submit](#)

# Thank You

## ***Disclaimer***

*This process is defined as per the requirement of the Client. The information complied in this file is based on the existing provisions on the EPFO Portal. Utmost care has been taken to include the latest amendments & changes. However, we cannot assume any responsibility or a legal liability for any errors or omissions. No obligation is assumed on VPD Consultants Pvt. Ltd. to revise this information to reflect changes in the EPFO Portal, and laws and regulations caused by any other events or conditions that occur subsequent to the date the document is shared with the Client i.e. subsequent to 30<sup>th</sup> April, 2024.*