Steps to Initiate PF Transfer Out Online

<u>Step1:</u> Log into the UAN account: <u>https://unifiedportal-mem.epfindia.gov.in/memberinterface</u>

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<u>Step 2:</u> Key in your UAN, password and captcha code given. Use the "Forgot Password" option if you don't remember your password

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Member Passbook service is available at www.epfindia.gmvin ("Our Services >> For Employees >> Member Passbook.")	UAN	122409784001	
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<u>Step 3:</u> Please click on 'Online Services' & 'One Member – One EPF Account (To initiate Transfer Request)'

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Home	View -	Manage -	Account -	
				CLAIM (FORM-31,19810C)
UAN	Card			ONE MEMBER - ONE EPF ACCOUNT (TRANSFER REQUEST)
		-	-	TRACK CLAIM STATUS
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<u>Step 4</u>: Validate your present account details

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Personal Informa	ation						
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Bank Account No. :		XXXXXXXXX	IFSC 1	XXXXXXXXXX	Aadhaar No. :	-	KOODOXX
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Step 5: Select 'Previous Employer', add your UAN Number and click 'Get Details'

*	Home	View 🗸	Manage 👻	Account +	Online Services -	Š	
=	Step 1	Select de	tails of previo	ous accounts	(which are to be transf	erred)	
1		107 107 04	100 110	000000 00			
3	Note : Mer	nber has th	e option to ch	oose claim forr	m attestation by present o	or previous employer, based on availability of DSC authorized signatory.	
1	Attestation	through : *	O Previ	ious Employer	O Present Employer	To generate Member ID in required format, click Get MID	
1	Member ID	/ UAN : *	Enter M	ID/UAN		Get Details Reset	

<u>Step 6:</u> You will get your Member ID details and Establishment details, DOJ, DOE and PF Account Number for your validation.

Home 1	View -	Manage -	Account -	Online Services -						
Member ID	/DAN:+			8.	Gar Details					
🖉 Men	mber me Me	imber 10	Estab	lishment/Trust Details		Date of Joining	Date of Exit	Date of Birth	Submit To	PF Acc No. (Trust)
*										

<u>Step 7</u>: Select check box with General Mills member details from the drop down incase you have multiple employers.

<u>Step 8</u>: Once you click the check box, click 'Get OTP' and OTP will be sent successfully to your registered mobile number and click 'Submit'

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Step 9: Once you click 'Submit' you would be able to see the Tracking ID along with PF account details and can print a copy of 'Form 13' for your reference in which you can see all your PF account details

Step 2: Authenticate GTP & Submit										
Sr No	Tracking ID	Previoue Account Number	Present Account Number	Attestation through	Printable Form 13					
35										

<u>Step 10:</u> Claim will get reviewed and approved by the employer and then goes for EPFO team's approval.

Important Points to Remember

- Employee's KYC on UAN portal needs to be completed and approved by the employer to initiate PF transfer out process.
- UAN number should be linked to your current PF account
- UAN portal is a govt. site it might not work sometimes. In such cases, please wait and try after some time.
- You may receive below message in case of server issues. In such cases kindly wait and try again later

				Failed to verify UAN!!! Please try again later!!!	00
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- It is recommended to intitate the PF transfer process between 7 p.m. to 7 a.m. as site has less traffic.