PF ADVANCE WITHDRAWAL

CONDITIONS:

1. KYC.

2. Purpose of withdrawal shall be COVID-19.

3. Maximum withdrawal limit:

a. Basic + D.A. of last 3 months b. 75% of the P.F. balance
whichever is **lower**.

THE STEPS TO BE FOLLOWED ARE:

STEP NO.	STEPS
1	Search for EPF Passbook on google or directly click on this link: https://passbook.epfindia.gov.in/MemberPassBook/Login
2	Login by using your UAN & Password.
3	Select member ID.
4	Click on View Passbook.
5	Check the Employer and Employee contribution and calculate 75% of the total contribution as the maximum withdrawal limit is restricted to a. Basic+ D.A. of 3 months or b. 75% of the P.F. Balance, whichever is lower.
6	Now open the Member Portal by using the following link: https://unifiedportal-mem.epfindia.gov.in/memberinterface/
7	Login by using your UAN & Password.
8	Click on Online Services and choose the option of 'CLAIM'
9	Verify by entering the last four digits of your bank account number.
10	Now click on Proceed for Online Claim.
11	Choose PF ADVANCE (FORM-31) in the 'I want to apply for' drop down menu.
12	Choose OUTBREAK OF PANDEMIC (COVID-19) in the 'Purpose for which advance is required' drop down menu.
13	Now mention the amount by keeping in view the maximum cap on withdrawal limit.
14	Enter the Employee address and upload a scanned copy of the passbook or a cancelled cheque.
15	Click on the check box of declaration.
16	Click on Get Aadhaar OTP.

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17	**Enter the OTP received on the Aadhaar registered mobile number.**
18	**Lastly click on the Validate OTP and Submit Claim Form tab.**

Please provide your valuable feedback at:

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