

PROCESS FLOW FOR FILING OF ONLINE e-NOMINATION FORM BY MEMBER ON EPF PORTAL

- The form can be filed by the member on the UAN member portal.
- The member can file the online nomination form through UAN member portal which is available on URL <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>
- The following screen will appear.
- The member has to login by entering his UAN and password.

The screenshot shows the EPF Member Interface login page. The browser address bar displays 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". On the right, it says "Universal Account Number (UAN) MEMBER e-SEWA".

The main content area is divided into two columns. The left column, titled "Dear EPF Members !!", contains a list of services and announcements:

- Member Passbook service is available at 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
- EPFO services are now available on the UMANG (Unified Mobile APP for New Governance). The UMANG APP can be downloaded by giving a missed call 9718397183. The APP can also be downloaded from UMANG website or from the play/app stores. Erstwhile EPF mobile services are being discontinued
- One Member - One EPF Account can be availed after login under Online Services.

The right column contains the login form with fields for UAN (10121124575), Password (masked with dots), and a CAPTCHA (L A F W L). There are "Sign in" and "Reset" buttons, and a "Forgot Password" link.

Below the login form, there is a "Benefits of Registration" section with links to "Download/Print your Updated Passbook anytime" and "Download/ Print your UAN Card". A yellow "NOTE" box states: "Members with authenticated Aadhaar and Bank details seeded against their UAN can now submit their EPF Withdrawal/Settlement/Transfer claims online." To the right of this is an "Important Links" section with links to "Activate UAN" and "Know your UAN status".

The bottom of the screenshot shows the Windows taskbar with several open applications: ProcessFlow_FilingO..., e-Nomination_(1).ZIP, e-Nomination (5).pdf, e-Nomination (4).pdf, e-Nomination (3).pdf, and Show all downloads... The system clock shows 2:24 PM.

After signing in, the following screen will appear.

[←](#)
[→](#)
[↺](#)
[🏠](#)

[Apps](#)
[Google](#)
[Convert PDF to Word](#)
[Mail - Raj.singh@steag](#)
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EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
 MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN : XXXXXXXXXX

-A A A+ Logout

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



UAN Card

More Info ➡



Account Settings

More Info ➡



Member Profile

UAN	XXXXXXXXXX
Name	XXXXXXXXXX
Birth Date	XXXX/XX/XX
Gender	MALE
AADHAAR	91XXXXXXX508 Verified (DEMOGRAPHIC)
PAN	XXXXXX 1F Verified
Bank Account No.	XX XXXXXXXXXX
Mobile No.	72X XXXXXX
E-mail	RAXXXXXX XXXXXXXXXX

➡ More information



Alert

ProcessFlow_FilingO....DOCX

e-Nomination_(1).ZIP

e-Nomination (5).pdf

e-Nomination (4).pdf

e-Nomination (3).pdf

[Show all downloads...](#)



[Inbox - mail_2017 - M...](#)
[Member Home - Goog...](#)
[New Microsoft Power...](#)
[ProcessFlow_FilingOn...](#)


2:32 PM

First Click on tab >> Manage then you will have to click on >> E-NOMINATION tab

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	101216945022
Name	Mr. [REDACTED]
Birth Date	07/08/1986
Gender	MALE
AADHAAR	91XXXXXX508 Verified (DEMOGRAPHIC)
PAN	GQTXXXX1F Verified
Bank Account No.	XXXXXXXX9664
Mobile No.	72XXXXXX [REDACTED]
E-mail	RAXXXXXXXHR@GMAIL.COM
More information	

start

Inbox - mail_2017 - M...

Member Home - Goog...

Adobe Acrobat Profe...

https://epfindia.gov.i...

Show all downloads...

11:52 AM

Now you have to enter your permanent and current address then after save it.

The screenshot displays the 'Profile' section of the EPFO Member Nomination Page. The form contains the following fields and values:

UAN:	[Redacted]
Name:	[Redacted]
Date of Birth:	07/09/1988
Gender:	MALE
Father's / Husband's Name:	[Redacted]
Marital Status:	UN-MARRIED
Permanent Address:	[Redacted] 1.
Current Address:	☒ Same as above 2.
Date of joining EPF, Scheme 1952:	30/10/2017
Date of joining EPF, Scheme 1971:	Not Provided
Date of joining EPF, Scheme 1995:	30/10/2017
	Save 3.

Red annotations provide instructions for the address fields:

- 1.** NOW YOU HAVE TO TYPE YOUR ADDRESS IN THE BOX
- 2.** CLICK ON THIS BUTTON IF YOUR ADD IS SAME AS PER ABOVE ADD
- 3.** AFTER TYPING THE ADD YOU HAVE CLICK ON SAVE BUTTON

The bottom of the browser window shows the Windows taskbar with the Start button and several open applications: e-Nomination (3).pdf, EPFO Circular PF - Corr..., ProcessFlow_FilingOnli..., e-Nomination (2).pdf, e-Nomination (1).pdf, and a Windows Search bar.

← → ↻ 🏠 https://unifiedportal-mem.epfindia.gov.in/memberinterface/eNomination/geteNominationPage?_HDIV_STATE_=27-0-67F17F3ECE66972BE949D92B2489 ☆

📱 Apps 🔍 Google 📄 Convert PDF to Word 📧 Mail - Raj.singh@steag... 📄 Login 📄 Smallpdf.com - A Free S... 💰 Salary in India, Salary S... 📄 Member Passbook 📄 Member Home 📄 HRMantra Online 📄 Nithya's Tax Calculator 📌 Pinterest

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

UAN : [Redacted] -A A A+ | Logout

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

✔ Profile details saved successfully.

Family Declaration NOW YOU HAVE CLICK ON YES OPTION MENTIONED AS BELOW

Having Family? ☒ Yes ☐ No

Nomination History

Display 10 records per page Search:

Nomination Time	VIEW
22-FEB-2018 14:53	

Showing page 1 of 1 Previous 1 Next

📞 Contact Us ? FAQs

📄 e-Nomination (3).pdf 📄 EPFO Circular PF - Corr....pdf 📄 ProcessFlow_FilingOnli....pdf 📄 e-Nomination (2).pdf 📄 e-Nomination (1).pdf

📄 Show all downloads...

start 📧 Inbox - mail_2017 - M... 🌐 e-Nomination - Googl... 🖨 New Microsoft Power...

🔍 11:57 AM

Follow the instructions mentioned in the red ink on the below screen shot.

Browser address bar: https://unifiedportal-mem.epfindia.gov.in/memberinterface/eNomination/geteNominationPage?_HDIV_STATE_=27-0-67F17F3ECE66972BE949D92B2489

Browser tabs: Apps, Google, Convert PDF to Word, Mail - Raj.singh@steag..., Login, Smallpdf.com - A Free S..., Salary in India, Salary S..., Member Passbook, Member Home, HRMantra Online, Nithya's Tax Calculator, Pinterest

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

UAN : [REDACTED] [A] [A+] [A+] Logout

Home View Manage Account Online Services

Family Declaration

Having Family? ☒ Yes ☐ No

Add Family Details

3. SELECT THE RELATION WITH NOMINEE HERE

Name	Date of Birth	Relation	Address	Guardian	Remove
Max 85 characters	DD/MM/YYYY	--Select Relation--		+ x	x

1. NOW TYPE THE NAME OF THE FAMILY MEMBER FOR MAKING HIM OR HER AS YOUR NOMINEE

2. TYPE NOMINEE DOB HERE

4. TYPE THE ADD OF THE NOMINEE HERE

5. AFTER ENTERING ALL THE DETAILS NOW YOU HAVE TO CLICK ON THIS BUTTON (SAVE FAMILY DETAILS)

Add Row Save Family Details

Nomination History

Display 10 records per page Search:

Download bar: e-Nomination (3).pdf, EPFO Circular PF - Corr....pdf, ProcessFlow_FilingOnli....pdf, e-Nomination (2).pdf, e-Nomination (1).pdf, Show all downloads...

Taskbar: start, Inbox - mail_2017 - M..., e-Nomination - Googl..., New Microsoft Power..., 11:57 AM

Follow the instructions mentioned in the red ink on the below screen shot.

← → ↻ 🏠

https://unifiedportal-mem.epfindia.gov.in/memberinterface/eNomination/geteNominationPage?_HDIV_STATE_=27-0-67F17F3ECE66972BE949D92B2489☆

📱 Apps 🔍 Google 📄 Convert PDF to Word 📧 Mail - Raj.singh@steag... 📝 Login 🖨️ Smallpdf.com - A Free S ⚙️ Salary in India, Salary S 📅 Member Passbook 👤 Member Home 🌐 HRMantra Online 📊 Nithya's Tax Calculator 📌 Pinterest



EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

UAN : ██████████

A A A+ Logout

🏠 Home View Manage Account Online Services

Family Declaration

Having Family? ☒ Yes ☐ No

Add Family Details

Name	Date of Birth	Relation	Address	Guardian	Remove
██████████	██████████	██████████ ▾	██████████ ██████████ ██████████	+	✕

Add Row

Save Family Details

← AFTER ENTERING ALL THE DETAILS NOW CLICK ON THIS BUTTON (SAVE FAMILY DETAILS)

Nomination History

Display

10 ▾

 records per page Search:

Follow the instructions mentioned in the red ink on the below screen shot.

https://unifiedportal-mem.epfindia.gov.in/memberinterface/eNomination/geteNominationPage?_HDIV_STATE_=29-0-13B28CE4483EC337BC0AE4A6CB5...

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

Home View Manage Account Online Services

Add Row Save Family Details

EPF Nomination

1. NOW YOU HAVE TO CLICK ON ABOVE BUTTON

Select	Name	Date of Birth	Relation	Address of Nominee	Name and Address of Guardian	Total amount of share (%)
☒	[REDACTED]	[REDACTED]	[REDACTED]	A - 201, HAPPY HOME, NEAR...	--	100

2. TYPE THE % YOU WANT GIVE SHARE TO YOUR NOMINEE HERE (e.g. - 50% or 100%)

3. NOW CLICK ON SAVE EPF NOMINATION BUTTON

Save EPF Nomination

Nomination History

Display 10 records per page Search:

Nomination Time VIEW

e-Nomination (3).pdf EPFO Circular PF - Corr....pdf ProcessFlow_FilingOnli....pdf e-Nomination (2).pdf e-Nomination (1).pdf Show all downloads...

start Inbox - mail_2017 - M... e-Nomination - Googl... New Microsoft Power... 11:59 AM

Follow the instructions mentioned in the red ink on the below screen shot.

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

UAN : [REDACTED] Logout

Home View Manage Account Online Services

EPF details saved successfully.

Pending Nomination

Display 10 records per page Search:

Nomination Entry Time	View	Edit	e-Sign	Delete
26-FEB-2018 11:55	[Icon]	[Icon]	[Icon]	[Icon]

Showing page 1 of 1 Previous 1 Next

NOW YOU HAVE TO CLICK ON e-Sign BUTTON ABOVE

Nomination History

Display 10 records per page Search:

Nomination Time	VIEW
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Follow the instructions mentioned in the red ink on the below screen shot.

The screenshot shows the 'Digital Signing of Declaration' modal on the EPF e-Nomination portal. The modal contains a table for selecting a signatory and a 'Generate OTP' button. Red ink annotations provide instructions on how to proceed.

Select Signatory

	Name	Aadhaar
☒	[Redacted Name]	[Redacted Aadhaar]

NOW YOU HAVE TO CLICK ON ABOVE BUTTON & BELOW BUTTON

☒ By pressing generate OTP button, I hereby give my consent for using e-KYC services data from Aadhaar for the purpose of signing selected document and generating Digital Signature Certificate(DSC)

Generate OTP

AFTER THAT CLICK HERE AND YOU WILL RECEIVE AN SMS ON YOUR REGISTERED MOBILE NO. IN AADHAAR CARD FOR DIGITALLY APPROVING YOUR NOMINEE

The background shows the EPF portal interface with sections for 'Pending Nomination', 'Nomination History', and a search bar. The Windows taskbar at the bottom shows several open applications including 'e-Nomination (3).pdf', 'EPFO Circular PF - Corr....pdf', 'ProcessFlow_FilingOnli....pdf', 'e-Nomination (2).pdf', 'e-Nomination (1).pdf', 'Inbox - mail_2017 - M...', 'e-Nomination - Googl...', and 'New Microsoft Power...'.

Follow the instructions mentioned in the red ink on the below screen shot.

Digital Signing of Declaration

Authenticate OTP

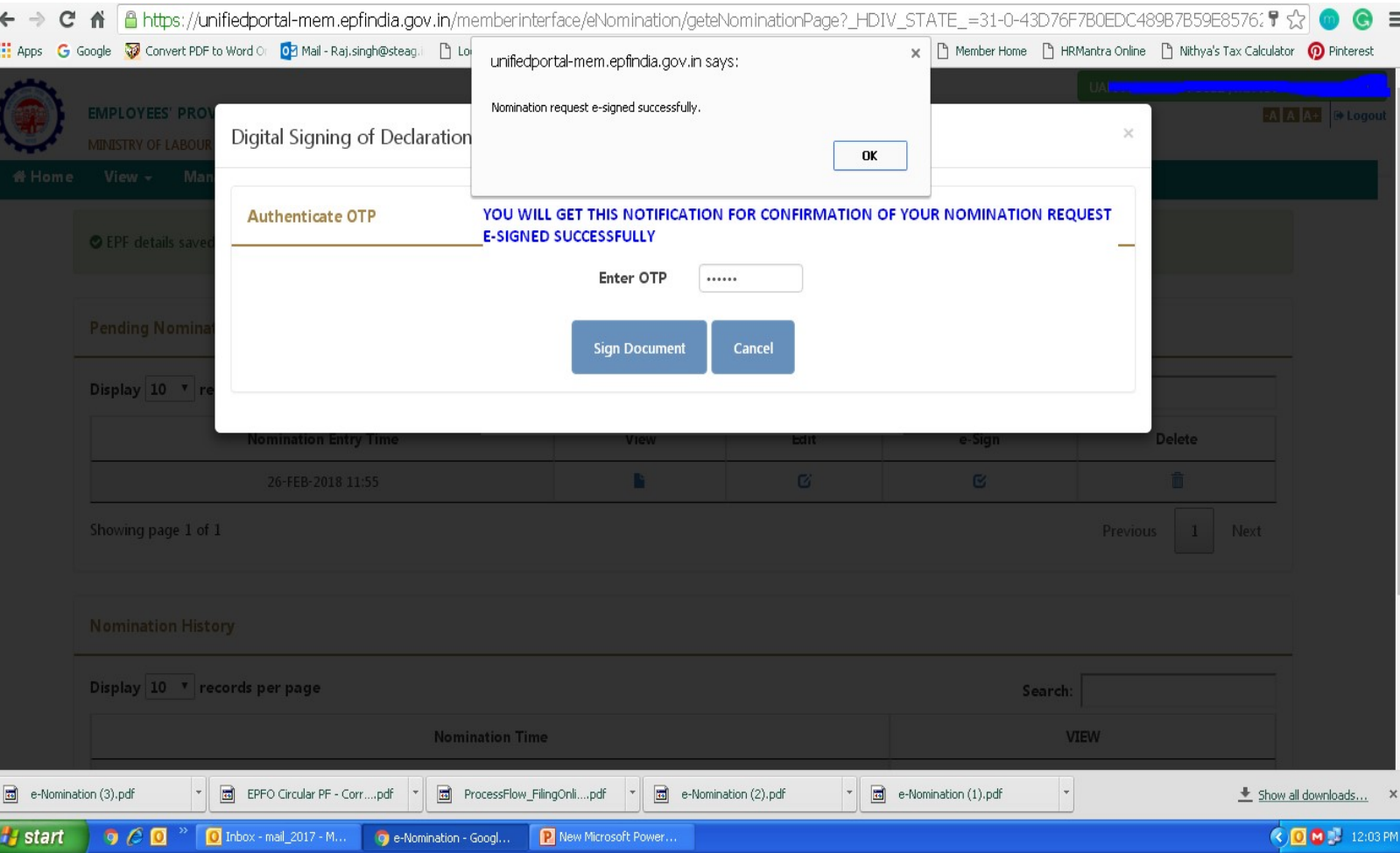
Enter OTP

1. NOW YOU HAVE TO ENTER HERE OTP RECEIVED ON YOUR REGISTERED MOBILE NO IN AADHAAR CARD

2. NOW CLICK HERE FOR SIGN DOCUMENT DIGITALLY

Sign Document Cancel

Finally below mention screen will be display that indicates that your e-nomination has been e-signed successfully.



Now you can view your nominee details by click on View tab

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Home

View

Manage

Account

Online Services

UAN :

A

A

A

Logout

Fill new nomination

Nomination History

Display 10 records per page

Nomination Time

22-FEB-2018 14:53

VIEW

Showing page 1 of 1

Previous

1

Next

Now you can view your nomination detail by click here and the PDF file will be download in which nomination details will be mention in form - 2.

Contact Us

FAQs

©2015. Powered by EPFO Thu 22, Feb 2018 (PV 1.2.16)

e-Nomination (5).pdf

e-Nomination (4).pdf

e-Nomination (3).pdf

EPFO Circular PF - Corrpdf

ProcessFlow_FilingOnli....pdf

Show all downloads...

start

Inbox - mail_2017 - M...

e-Nomination - Googl...

New Microsoft Power...

12:06 PM

Downloaded PDF file will be shown like below mentioned screen shot in which your nominee details will be shown in form - 2

The Employees' Pension Scheme, 1995
FORM 2
EMPLOYEES' PROVIDENT FUNDS SCHEME, 1952
[Paragraphs 33 AND 61(1)]
EMPLOYEES' PENSION SCHEME, 1995
[Paragraphs 18]

DECLARATION AND NOMINATION FORM UNDER THE EMPLOYEES' PROVIDENT FUNDS
SCHEME AND EMPLOYEES' PENSION SCHEME

1. UAN : [REDACTED]
2. Name (in block letters) : [REDACTED]
3. Father's / Husband's Name : [REDACTED]
4. Date of Birth : [REDACTED]
5. Gender : MALE
6. Marital Status : [REDACTED]
7. Address (Permanent) : [REDACTED] SURAT, GUJARAT -
8. Address (Temporary) : [REDACTED] SURAT, GUJARAT -
9. (A) Date of Joining of EPF Scheme, 1952 : 30/10/2017
(B) Date of Joining of EPF Scheme, 1971 : --
(C) Date of Joining of EPF Scheme, 1995 : 30/10/2017

PART A (EPF)

I hereby nominate person(s) / cancel the nomination made by me previously and nominate the person(s) mentioned below to receive the amount standing to my credit in the Employees' Provident Fund, in the event of my death:

Name of the Nominee / Nominees	Address	Nominees's relationship with the Member	Date of Birth	Total amount or share of accumulations in Provident Fund to be paid to each nominee	If the Nominee is minor, name and relationship and address of the guardian who may receive the amount during the minority of nominee
(1)	(2)	(3)	(4)	(5)	(6)
[REDACTED]	[REDACTED] SURAT, GUJARAT-395009	Wife	[REDACTED]	100%	--

1. *Certified that I have no family as defined in Para 2(g) of the Employees' Provident Funds Scheme, 1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled.
2. *Certified that my father/mother is/are dependant upon me.

(Signature is not required as the document is to be digitally signed)

The Employees' Pension Scheme, 1995

PART B (EPS)
(Para 18)

I hereby furnish below particulars of the members of my family who would be eligible to receive widow / children pension in the event of my death:

Sl. No.	Name and Address of the Family members	Address	Date of Birth	Relationship with the member
(1)	(2)	(3)	(4)	(5)
1	[REDACTED]	[REDACTED]	[REDACTED]	Wife

*Certified that I have no family as defined in Para 2(vii) of the Employees' Pension Scheme, 1995 and should I acquire a family hereafter I shall furnish particulars thereon in the above form.

I hereby nominate the following person for receiving the monthly widow pension admissible under para 16(2)(a) (i) and (ii) in the event of my death without leaving any eligible family member for receiving pension.

Name and Address of the Nominee	Date of Birth	Relationship with the member
--	--	--

Date : 22-Feb-2018

(Signature is not required as the document is to be digitally signed)

THANK YOU