



# Submit EPF/EPS Nomination Digitally!

#### Steps to submit EPF/EPS Nomination Digitally:

Visit EPFO website >> Services >> For Employees >> Click 'Member UAN/Online Service '.

Step 2

Step

Step

Step

Step

Step

Step 8

Step

Login with 'UAN and Password'.

Select 'E-Nomination' under 'Manage Tab'.

'Provide Details' Tab will appear on screen. Click 'Save'.

Click 'Yes' to update Family Declaration.



Click 'Add Family Details'. (More than one nominee can be added)

Click 'Nomination Details' to declare total amount of share. Click 'Save EPF Nomination'.

Click 'E-sign' to generate OTP. Submit 'OTP' sent on mobile number linked with Aadhaar.

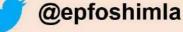
e-Nomination is now registered with EPFO. After e-nomination, no further physical documents required.

EPFO Website: https://www.epfindia.gov.in

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### 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 <a href="https://unifiedportal-mem.epfindia.gov.in/memberinterface/">https://unifiedportal-mem.epfindia.gov.in/memberinterface/</a>
- The following screen will appear.

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• The member has to login by entering his UAN and password.

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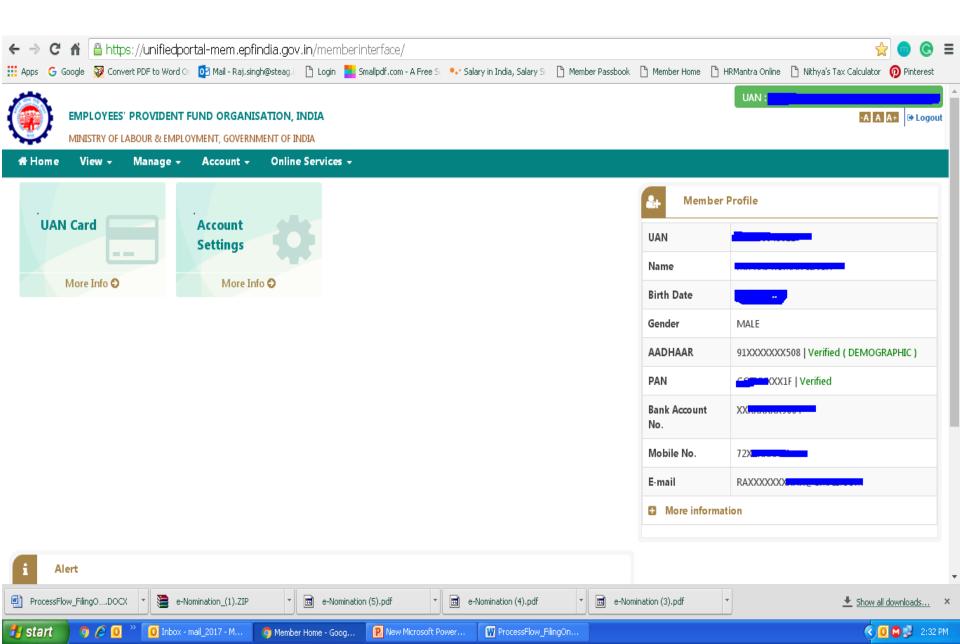
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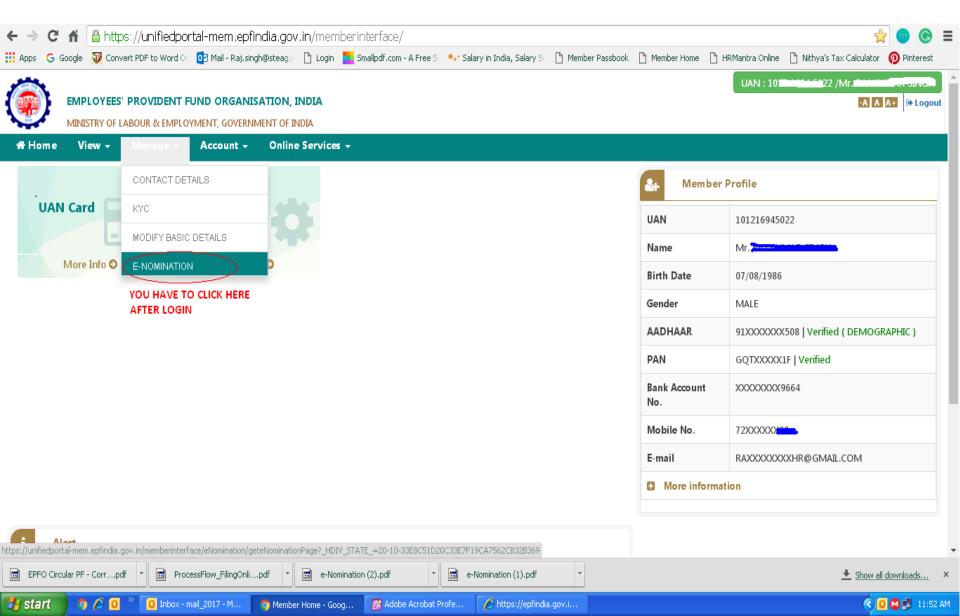
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#### After signing in, the following screen will appear.



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



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

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## After saving below mentioned screen will be display and you will have to click on "YES" option for adding nominee.

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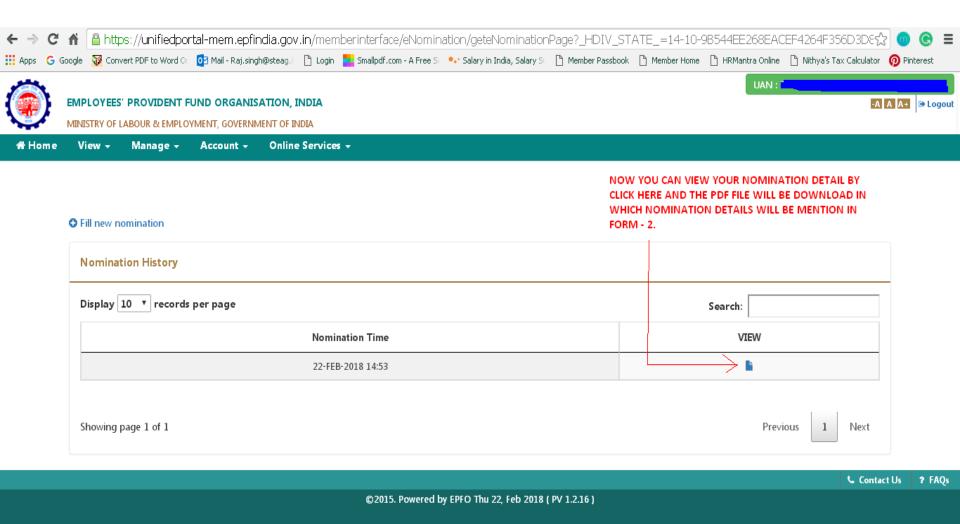
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### Finally below mention screen will be display that indicates that your enomination has been e-signed successfully.

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





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



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



(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 amont during the minority of nominee
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\*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.

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:



\*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**