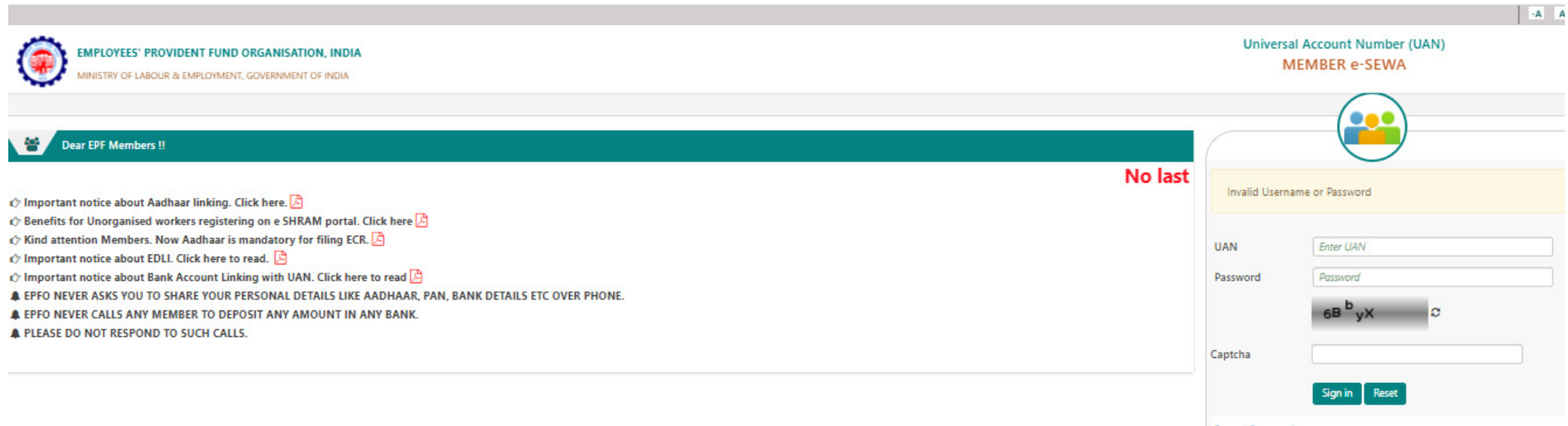


EPFO: How to file EPF nomination?

Step 1: Go to the unified EPFO member portal. Use your credentials to log into your PF account.



The screenshot displays the EPFO Member e-SEWA login interface. At the top left, the EPFO logo and text 'EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA' and 'MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA' are visible. On the top right, it says 'Universal Account Number (UAN) MEMBER e-SEWA'. A green banner reads 'Dear EPF Members !!'. A red 'No last' message is present. A yellow error box states 'Invalid Username or Password'. The login form includes fields for 'UAN' (with placeholder 'Enter UAN'), 'Password' (with placeholder 'Password'), and 'Captcha' (with image '6B^byX'). 'Sign in' and 'Reset' buttons are at the bottom. A list of notices is on the left:

- 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.

Step 2: Once you log in to the member portal using your UAN, password and captcha, the homepage will show you the 'Manage' option on the top left side of the page.



Home View Manage Account Online Services

UAN Card Account Settings

- BASIC DETAILS
- CONTACT DETAILS
- KYC
- E-NOMINATION**
- MARK EXIT

Alert

- Kind attention Members. Now Aadhaar is mandatory for filing ECR.
- Important notice about mobile number updation. Click here to read.
- How to file e Nomination. Click here to read

Member Profile

UAN	[REDACTED]
Name	[REDACTED]
Birth Date	[REDACTED]
Gender	FEMALE

Profile information

More information

Step 3: Under the 'Manage' category, you will see options including, 'e-nomination'. You have to select this option.


Step 4: Once you click on e-nomination, a new page will open, asking if you have a family. You can click YES or NO. Click the Yes box, after which you will be given an option to add family members. Not all family members can be your PF nominees but providing the details of your family members is ideal way to keep your paperwork clean. For each family member, you will have to upload his/her photo and enter his/her Aadhaar number, name, date of birth and gender. On successful verification, they will be added.

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

Having Family? Yes No

Nomination History

Display records per page Search:

Nomination Time	VIEW
22-FEB-2018 14:53	

Showing page 1 of 1 Previous Next

Step 5: You will now have to add the family members by providing their Aadhaar numbers, names, date of birth, their relation with you and their photographs.

Family Declaration

Having Family? Yes No

Add Family Details

AADHAAR	Name	Date of Birth	Gender	Relation	Address	Guardian	Remove
<input type="text" value="Enter AADHAAR No."/>	<input type="text" value="Max 85 characters"/>	<input type="text" value="DD/MM/YYYY"/>	<input type="text" value="--Select Gender--"/>	<input type="text" value="--Select Relation--"/>	<input type="text"/>	<input type="button" value="+"/>	<input type="button" value="X"/>

Step 6: You need to select nominees from the family list and enter the total amount to be shared. After that, click on 'Save EPF Nomination'.

EPF Nomination

Select	AADHAAR	Name	Date of Birth	Relation	Address of Nominee	Name and Address of Guardian	Total amount of share (%)
<input checked="" type="checkbox"/>			05/02/1963	Dependent Father		--	50.0
<input checked="" type="checkbox"/>			04/11/1967	Dependent Mother		--	50.0

[Save EPF Nomination](#)

See also: [How to perform a PF balance check with UAN number](#)

EPFO e-nomination form e-signing

Once the nominee request is made, another page will open showing you pending nominee status. On this page, you can check the nominee details and proceed with the e-signing of your nomination form. Note that your PF nomination will become valid only after you e-sign this form.

● EPS details saved successfully.

Pending Nomination

Display records per page

Search:

Nomination Entry Time	View	Edit	e-Sign	Delete
25-MAR-2022 10:36				

Showing page 1 of 1

Previous Next

Once you click on the e-sign option, a new page will open. Here you need to enter your Aadhaar number and click on 'Get OTP' option. You will receive an OTP on your phone, which you will have to put in the required field.

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



Aadhaar Based e-Authentication

View Document Information

Aadhaar Number Virtual ID

Get Virtual ID

Get OTP

Cancel

Input the OTP and click on Submit.

Aadhaar Based e-Authentication

View Document Information

Aadhaar Number Virtual ID

[Get Virtual ID](#)

I hereby state that I have no objection in authenticating myself with Aadhaar based authentication system and consent to providing my Aadhaar number/VID and One Time Pin (OTP) data for Aadhaar based authentication. I understand that the OTP I provide for authentication shall be used only for authenticating my identity through the Aadhaar Authentication system and for obtaining my e-KYC through Aadhaar e-KYC service only for the purpose of esigning.

[▶ Listen to Consent](#)

English ▾

OTP has been sent to mobile number <*****3608>

[Submit](#)

[Cancel](#)

[Not Received OTP? Resend OTP](#)

Kindly click "Resend OTP" link after 6 seconds....

Your EPFO e-nomination is complete now. To view a PDF form of your PF nomination, click on the top green dot. A PDF file will be downloaded in your system.



E - Hastakshar

Pdf signed successfully...!!!

