



कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
श्रम एवं रोजगार मंत्रालय, भारत सरकार
MINISTRY OF LABOUR AND EMPLOYMENT, GOVT OF INDIA
क्षेत्रीय कार्यालय: सिलीगुड़ी **Regional Office: Siliguri**



Ref. No.: RO/SLG/RPFC-II/2022/01

Date: 04/01/2022

Dear Employers,

Sub.: Filing of E-NOMINATION CAMPAIGN – REG.

In commemoration of 75 year of Indian Independence, Employees' Provident Fund Organisation has identified 'E-Nomination of EPFO subscriber' as an activity under the Azadi ka Amrit Mahotsav (AKAM). Azadi Ka Amrit Mahotsav is a series of events to be organized by the Government of India to commemorate the 75th Anniversary of India's Independence. Therefore the campaign of E-nomination has been launched by the EPFO. The E-nomination will enable members/subscribers to dispense with the physical/paper nomination and can be done through the member portal after login through the UAN and password.

The requirements for e-nomination are as below:

E. For Member:

7. Activated and AADHAAR Linked UAN.
8. Mobile Number to be linked with AADHAAR.
9. Updated Member Profile with Photograph and Address.

F. For Family/Nominee:

5. Scanned Photograph of the Intended Nominee.
6. AADHAAR, Bank Account Number with IFSC and Address of the Intended Nominee.

The Process flow chart for E-nomination is as below:

Step1. Visit EPFO website>>Services>>For Employees>>Click 'Member UAN/Online Service.

Step2. Login with 'UAN and Password'.

Step3. Select 'E-Nomination under 'Manage Tab'.

Step4. 'Provide Details' Tab will appear on Screen. Click 'Save'.

Step5. Click 'Yes' to update Family Declaration.

Step6. Click 'Add Family Details'. (More than one nominee can be added)

Step7. Click 'Nomination Details' to declare total amount of share. Click 'Save Nomination'.

Step8. Click 'E-sign to generate OTP. Submit 'OTP' sent on mobile number linked with Aadhaar.

E-nomination is now registered with EPFO.

In accordance to this, all the employers are advised to encourage this campaign with a wide enthusiasm to their employees and also provide due assistance for success of this critical campaign.

(Surjeet Kumar)
Regional P. F. Commissioner-II
Regional Office, Siliguri

ईपीएफओ, क्षेत्रीय कार्यालय, भविष्य निधि भवन, हिल कार्ट रोड, प्रधान नगर, सिलीगुड़ी - 734003	EPFO, Regional Office, Bhabisya Nidhi Bhawan, Hill Cart Road, Pradhan Nagar, Siliguri - 734003	ইপিএফও, আঞ্চলিক কার্যালয়, ভবিষ্য নিধি ভবন, হিল কার্ট রোড, প্রধান নগর শিলিগুড়ি-৭৩৪০০৩
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