

# PF FAQs

*Navigating your PF :  
Step by step process*

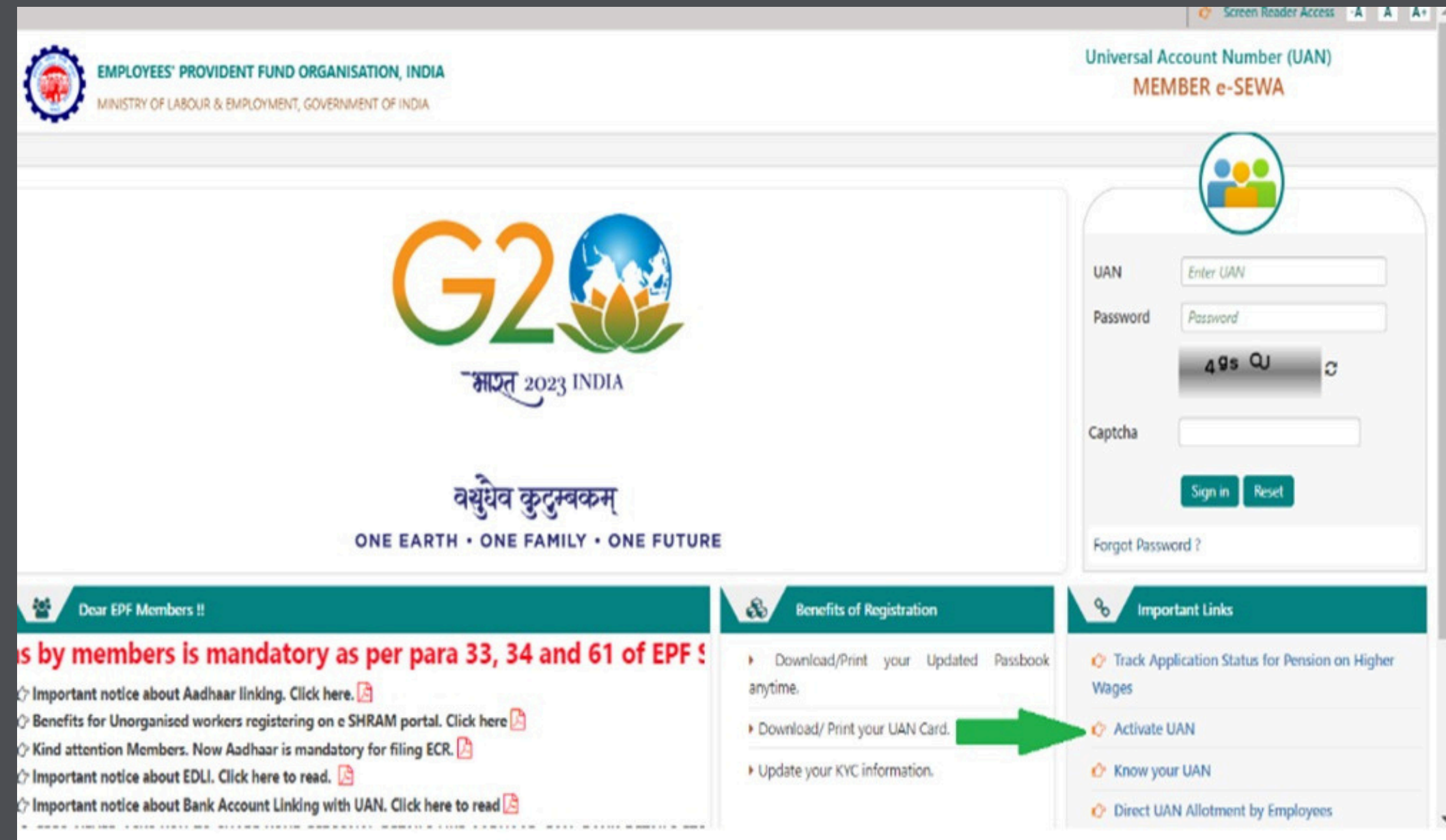




# How to activate UAN Online

Visit this link - [epfindia.portal](https://epfindia.portal)

Click on Activation UAN



The screenshot displays the EPF India portal interface. At the top, the header includes the EPF logo, the 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 features the G20 India 2023 logo with the text "भारत 2023 INDIA" and the motto "वसुधैव कुटुम्बकम्" (ONE EARTH • ONE FAMILY • ONE FUTURE). On the right side, there is a login section with fields for "UAN" (labeled "Enter UAN") and "Password", a captcha field, and "Sign in" and "Reset" buttons. Below the login section is a "Forgot Password?" link. At the bottom, there are three columns of information: "Dear EPF Members !!", "Benefits of Registration" (listing "Download/Print your Updated Passbook anytime", "Download/ Print your UAN Card.", and "Update your KYC information."), and "Important Links" (listing "Track Application Status for Pension on Higher Wages", "Activate UAN", "Know your UAN", and "Direct UAN Allotment by Employees"). A green arrow points to the "Activate UAN" link in the "Important Links" section.

# Fill the below fields:

*Click on Activation UAN*

- 1.UAN: Enter your Universal Account Number.
- 2.Aadhaar: Enter your Aadhaar number.
- 3.Name: Enter as per your Aadhaar card.
- 4.Date of Birth: Enter as per your Aadhaar card.
- 5.Mobile Number: Registered mobile number linked to your Aadhaar card.
- 6.Captcha: Enter the characters displayed on the screen.
- 7.Submit: Click "Get Authorization PIN" after agreeing to the consent.

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

Universal Account Number (UAN)  
MEMBER e-SEWA

Home / Activate Your Uan

Activate Your Uan

☒ UAN

☐ Member ID

AADHAAR \*

Name \*

Date of Birth \*

Mobile No. \*

Captcha \*

☐ मैं अपनी पहचान स्थापित करने के उद्देश्य से आधार आधारित प्रमाणीकरण के लिए अपना आधार नंबर, वन टाइम पिन (ओटीपी) शेयर करने के लिए सहमत हूँ और मैं पूर्ण को सक्रिय करने के उद्देश्य से आधार के साथ उपलब्ध अपने मूल विवरण को साझा करने के लिए सहमत हूँ।  
I hereby consent to provide my Aadhaar Number, One Time Pin (OTP) data for Aadhaar based authentication for the purpose of establishing my identity and I agree to share my basic details as available with Aadhaar for the purpose of activating UAN.

**INSTRUCTIONS**

- 1. The following information being entered should be as per EPFO records
- 1. UAN of member
- 2. Member's Aadhaar number, Name, Date of birth should be as available in EPFO records.
- 3. Member should have a valid mobile linked with Aadhaar number as per UIDAI records.
- 4. Member's Aadhaar number, Name, Date of birth should be same as member's Aadhaar details.

After completion of the above process, you will receive a password on your mobile number.

# How to Update KYC Online

Visit this link - [epfindia portal](https://epfindia.epfo.org)

1. Enter your UAN number & password and login into member portal.



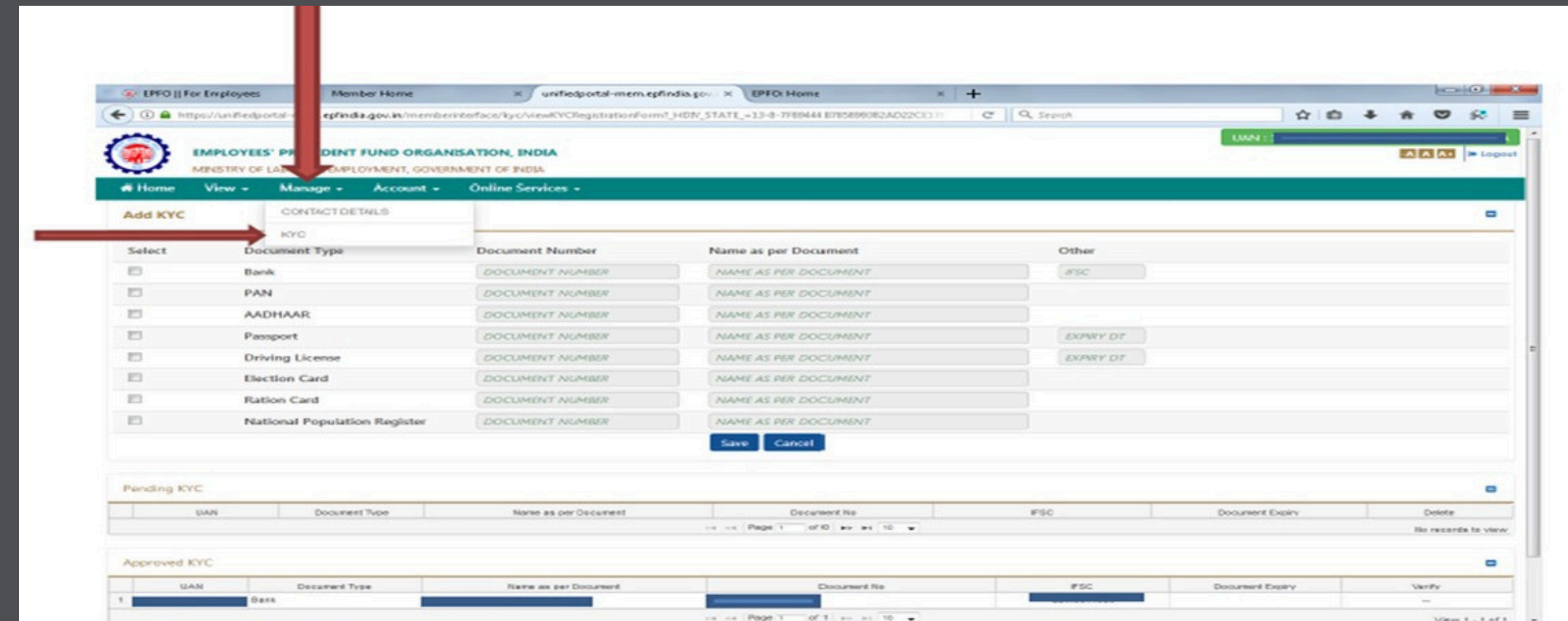
The screenshot displays the EPFO Member e-SEWA portal. At the top, the header includes the EPFO logo, the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA", and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". On the right, it says "Universal Account Number (UAN) MEMBER e-SEWA". The main content area features the G20 India 2023 logo and the motto "वसुधैव कुटुम्बकम्" (Vasudhaiva Kutumbakam) with "ONE EARTH • ONE FAMILY • ONE FUTURE". On the right side, there is a login form with fields for "UAN" (labeled "Enter UAN"), "Password", and a "Captcha" field. Below these fields are "Sign in" and "Reset" buttons, and a link for "Forgot Password?". Arrows point to each of these fields and the "Sign in" button. The bottom of the page has three sections: "Dear EPF Members !!", "Benefits of Registration" (listing "Download/Print your Updated Passbook anytime", "Download/ Print your UAN Card", and "Update your KYC information"), and "Important Links" (listing "Track Application Status for Pension on Higher Wages", "Activate UAN", "Know your UAN", "Direct UAN Allotment by Employees", "Death claim filing by beneficiary", and "UAN Allotment for Existing PF").



# How to Update KYC Online

Visit this link - [epfindia portal](https://epfindia.gov.in)

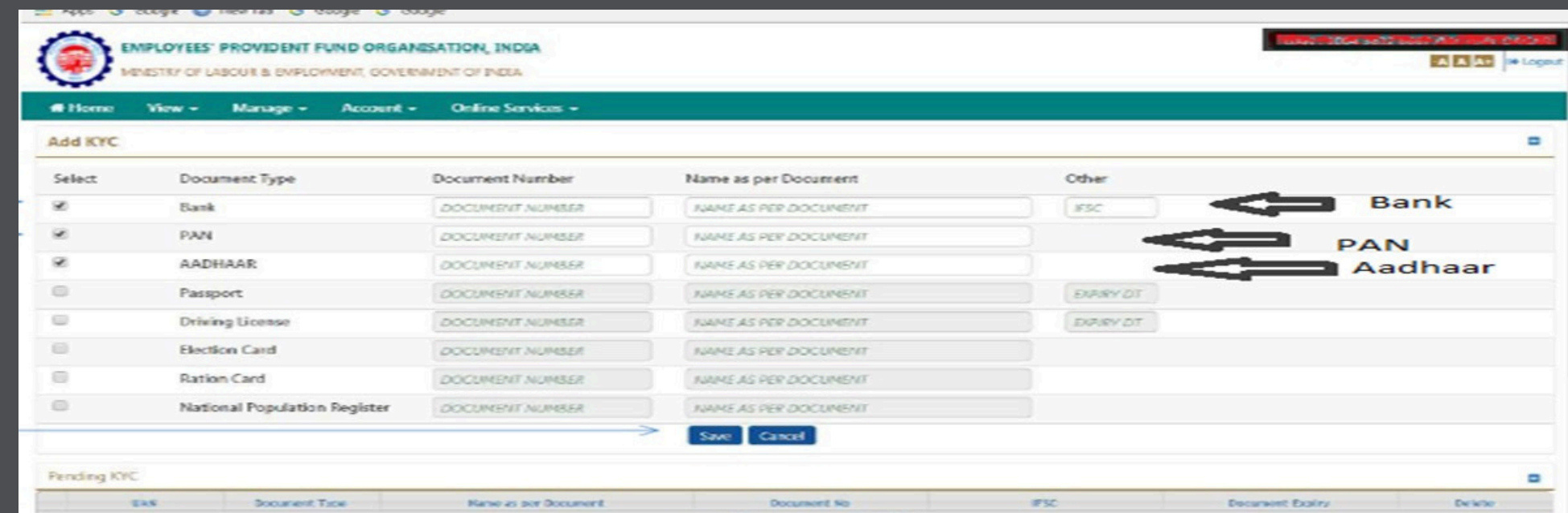
1. Go to Manage section.
2. Select KYC from the dropdown menu.
3. Review and update your Bank Details, PAN, and Aadhaar information.
4. Submit the form for approval.



The screenshot shows the EPFO Member Home portal. The 'Manage' dropdown menu is open, and 'KYC' is selected. The 'Add KYC' form is displayed, showing a table for entering document details. The table has columns for 'Select', 'Document Type', 'Document Number', 'Name as per Document', and 'Other'. The 'Other' column has a dropdown menu with 'IFSC' selected. Below the table, there are sections for 'Pending KYC' and 'Approved KYC'.

Select	Document Type	Document Number	Name as per Document	Other
<input type="checkbox"/>	Bank	DOCUMENT NUMBER	NAME AS PER DOCUMENT	IFSC
<input type="checkbox"/>	PAN	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input type="checkbox"/>	AADHAAR	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input type="checkbox"/>	Passport	DOCUMENT NUMBER	NAME AS PER DOCUMENT	EXPIRY DT
<input type="checkbox"/>	Driving License	DOCUMENT NUMBER	NAME AS PER DOCUMENT	EXPIRY DT
<input type="checkbox"/>	Election Card	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input type="checkbox"/>	Ration Card	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input type="checkbox"/>	National Population Register	DOCUMENT NUMBER	NAME AS PER DOCUMENT	

Buttons: Save, Cancel



The screenshot shows the EPFO Member Home portal with the 'Add KYC' form. Annotations with arrows point to the 'Bank', 'PAN', and 'Aadhaar' fields, indicating where to update the information. The 'Other' dropdown menu is also visible, with 'IFSC' selected.

Select	Document Type	Document Number	Name as per Document	Other
<input checked="" type="checkbox"/>	Bank	DOCUMENT NUMBER	NAME AS PER DOCUMENT	IFSC
<input checked="" type="checkbox"/>	PAN	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input checked="" type="checkbox"/>	AADHAAR	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input type="checkbox"/>	Passport	DOCUMENT NUMBER	NAME AS PER DOCUMENT	EXPIRY DT
<input type="checkbox"/>	Driving License	DOCUMENT NUMBER	NAME AS PER DOCUMENT	EXPIRY DT
<input type="checkbox"/>	Election Card	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input type="checkbox"/>	Ration Card	DOCUMENT NUMBER	NAME AS PER DOCUMENT	
<input type="checkbox"/>	National Population Register	DOCUMENT NUMBER	NAME AS PER DOCUMENT	

Buttons: Save, Cancel

# How to Check Member Passbook and all claim status

[Visit this link](#)

1.Login with your UAN and Password.

The screenshot shows the login interface of the Employees' Provident Fund Organisation (EPFO) Unified Member Portal. At the top, there are logos for the Government of India, EPFO, G20 India 2023, and the 75th Independence Anniversary. Below the logos, a banner states: "Do not provide any personal details like Aadhaar, PAN, Bank details, OTP or request for any payment. EPFO never calls members/pensioners to deposit any amount. Please do not make any payment, bas".

The main login section is titled "Sign In | EPF Passbook & Claim Status". It contains the following fields and elements:

- UAN:** A text input field labeled "UAN Number".
- Password:** A text input field labeled "Password".
- Captcha:** A captcha image with the text "rcx2f" and a refresh button.
- Sign In Button:** A green button labeled "Sign In" with a right-pointing arrow.

Three black arrows point to the "UAN Number", "Password", and "Captcha" fields respectively.

To the right of the login fields is a "Featured" section with a list of five points:

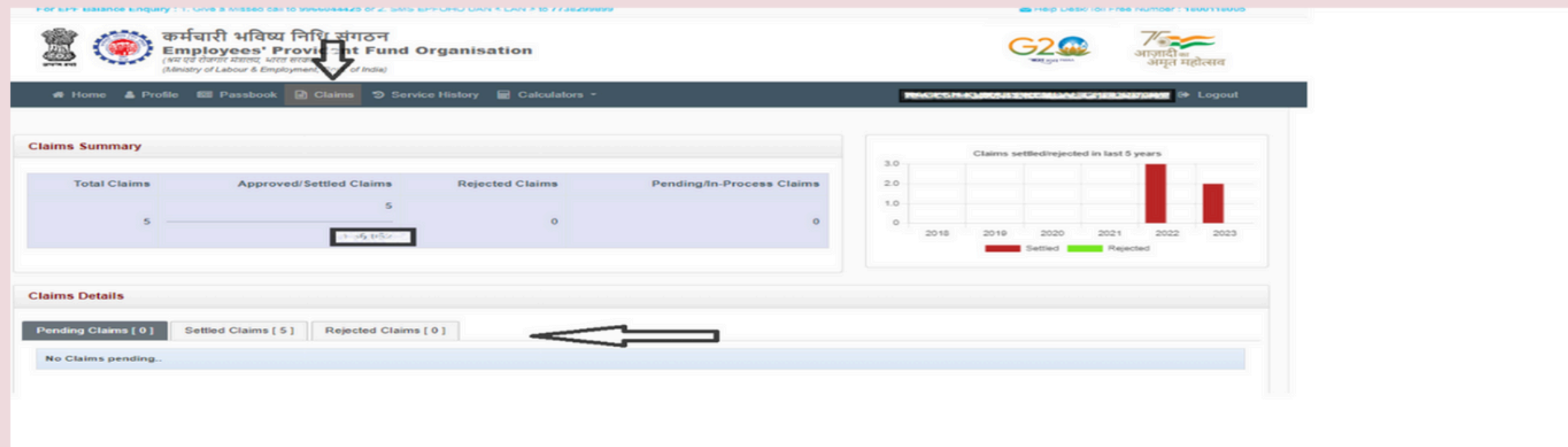
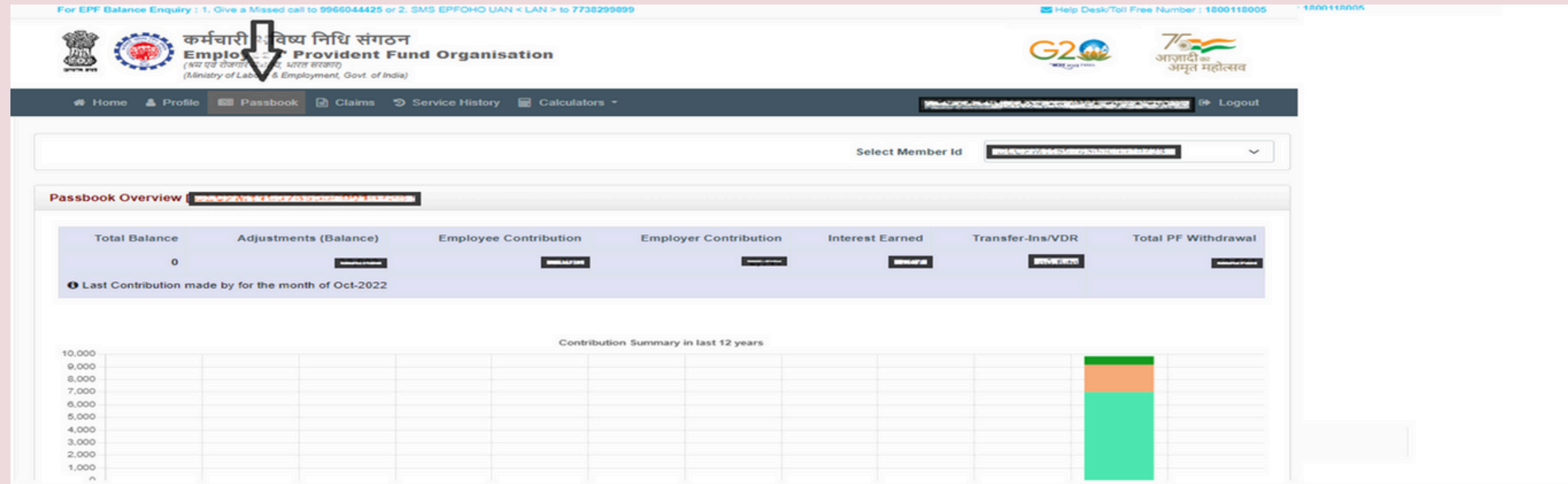
1. This facility is to view the Member Passbook for the members registered on the Unified Member Portal.
2. Passbook will be available after 6 Hours of registration at Unified Member Portal.
3. Changes in the credentials at Unified Member Portal will be effective at this Portal after after 6 Hours.
4. Passbook will have the entries which has been reconciled at the EPFO field offices.
5. Passbook facility not be available for the Exempted Establishments Members.

At the bottom right, there is a banner for the Ministry of Labour & Employment, Government of India, with the text "Why one should file e-Nomination?" and the EPFO logo.

# How to Check Member Passbook and all claim status - continuation

[Visit this link](#)

1.View your PF Passbook and Claim Status.

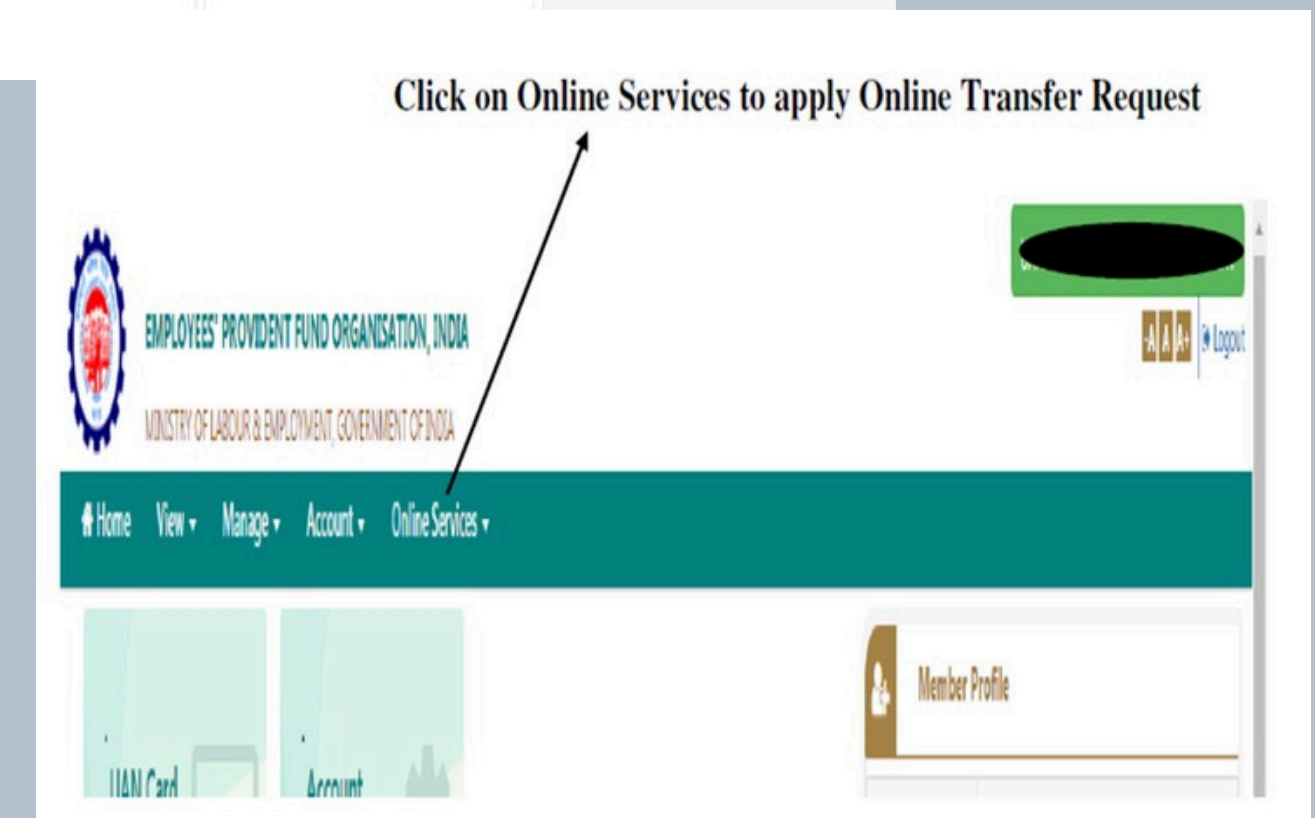




# Online PF Transfer Process

[Visit this link - epfindia.portal](https://epfindia.portal)

1. Log in with your UAN number and password.
2. Click on "Online Services" tab.
3. Select "One Member One EPF Transfer" option.
4. View your present employer details, then scroll down the page.



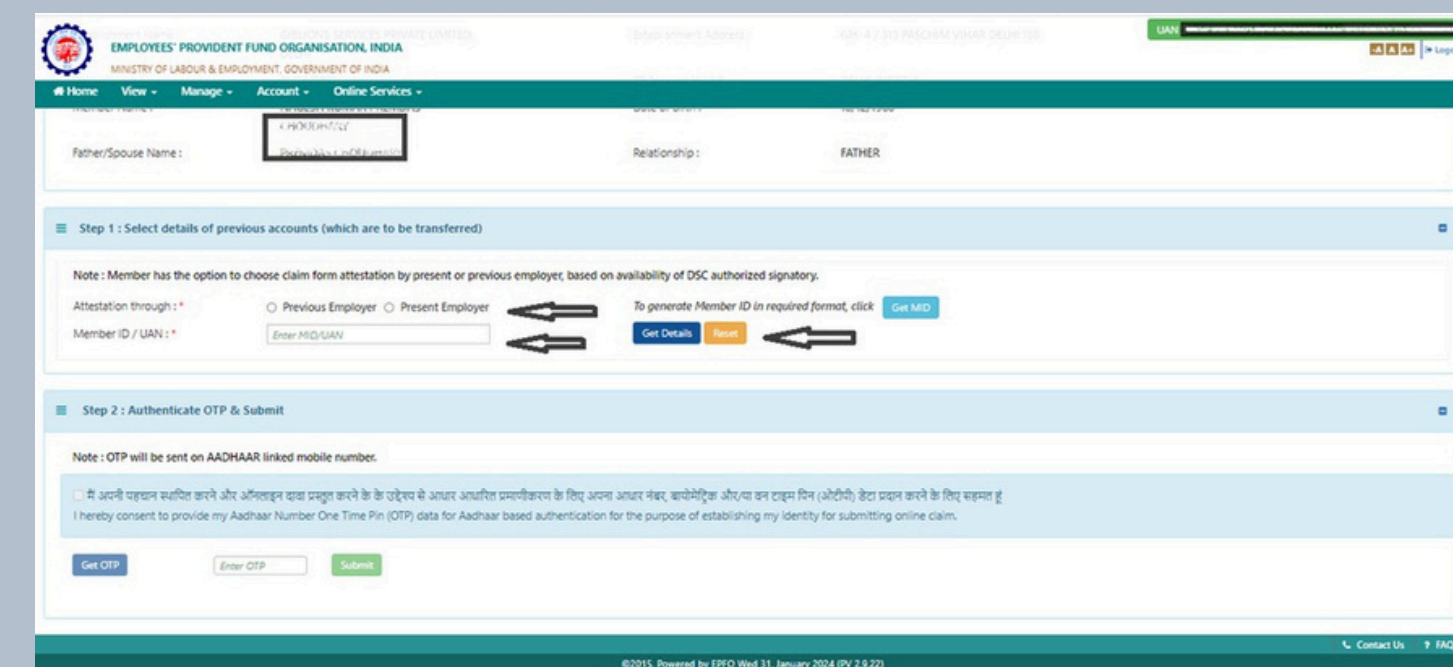
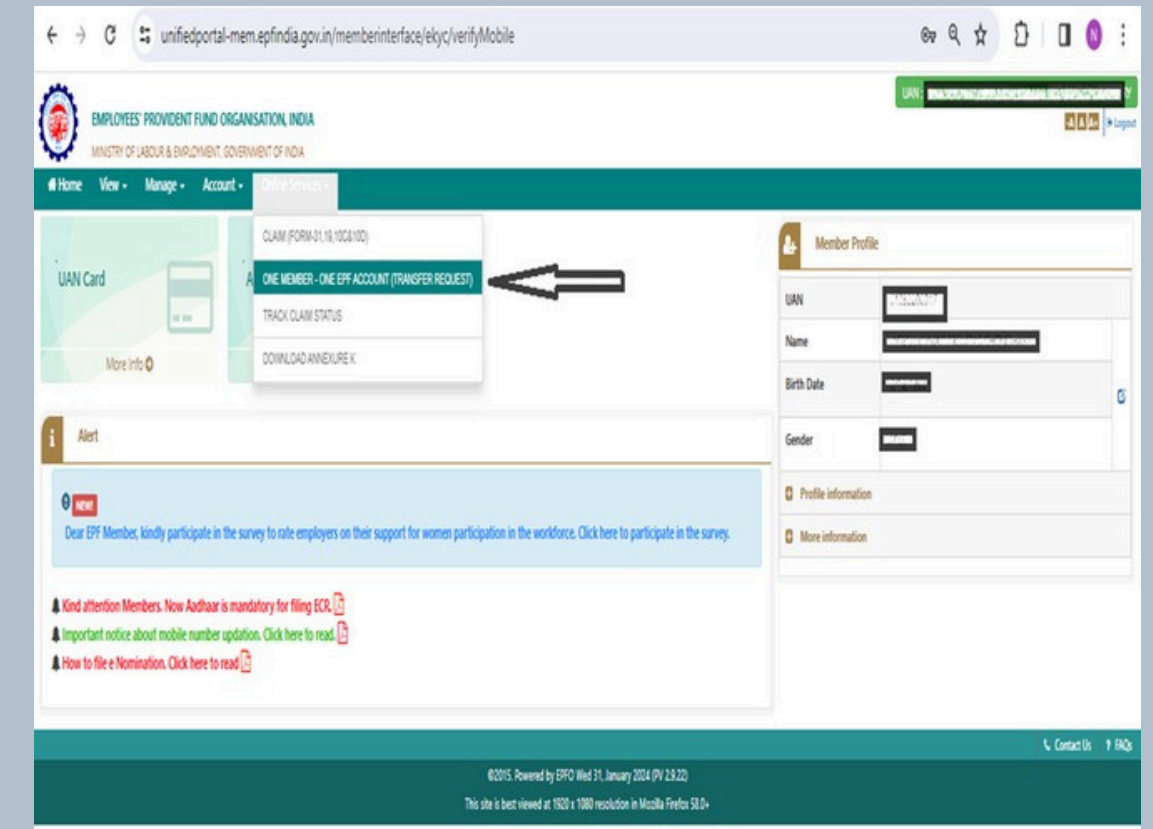


# Online PF Transfer Process

Visit this link - [epfindiaportal](https://epfindiaportal)

1. Choose Previous or Current Employer for Transfer request approval.
2. Input UAN number and select Previous PF Number for Transfer Process.
3. Select one or more transfer requests.
4. Submit requests with Aadhaar-linked Mobile number OTP.

Note- Online transfer requests from the PF office typically take around 20 to 25 days to process.



# Online PF withdrawal or Advance claim Process –

Visit this link - [epfindia portal](https://epfindia.org)

1. Log in with your UAN number and password.
2. Navigate to the "Online Services" tab.
3. Choose from claim Form 31 for advance, Form 19, or Form 10C.
4. Enter your BANK account details for verification.
5. Fill in the required details and submit the claim with OTP authentication.



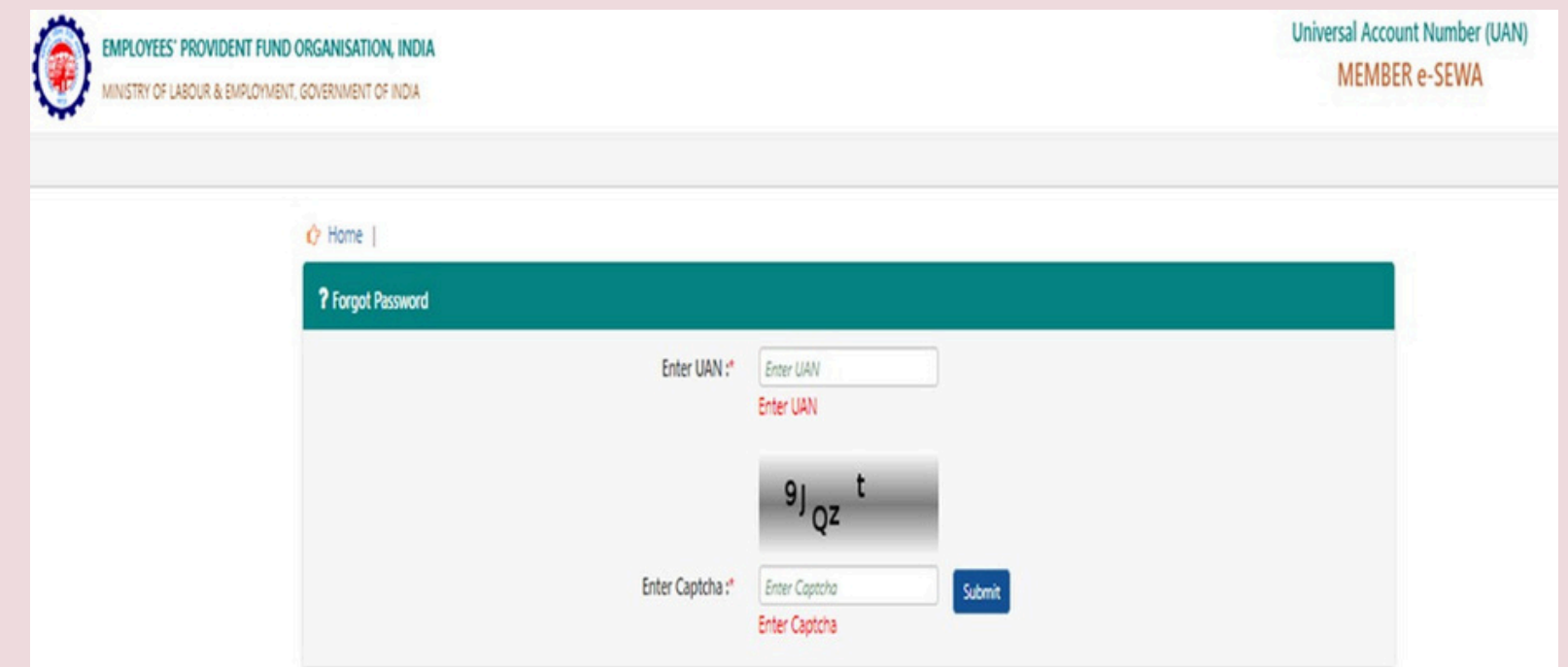
The screenshot shows the EPF India portal login page. At the top, it says "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". The main header features the G20 India 2023 logo and the motto "वसुधैव कुटुम्बकम्" (One Earth • One Family • One Future). On the right, there is a login section titled "Universal Account Number (UAN) MEMBER e-SEWA". It includes fields for "Enter UAN", "Password", and a "Captcha" field. There are "Sign in" and "Reset" buttons, and a "Forgot Password?" link. Four black arrows point to the UAN, Password, Captcha, and Sign in buttons respectively. Below the login section, there are three tabs: "Dear EPF Members !!", "Benefits of Registration", and "Important Links". The "Dear EPF Members !!" tab contains several notices, including a prominent one about "Filing of nominations by members is mandatory as per para 10(1)(b) of the EPF Act, 1952". The "Benefits of Registration" tab lists options like "Download/Print your Updated Passbook anytime", "Download/Print your UAN Card", and "Update your KYC information". The "Important Links" tab lists various services like "Track Application Status for Pension on Higher Wages", "Activate UAN", "Know your UAN", "Direct UAN Allotment by Employees", "Death claim filing by beneficiary", and "UAN Allotment for Existing PF".

Note- Processing this request from the PF office typically takes around 25 to 30 days.



# How to Reset Password Online –

1. Click Forgot Password.
2. Enter your UAN and Captcha.
3. Verify your details: Name and Date of Birth (matching your Aadhaar card).
4. Enter the OTP received on your Aadhaar-linked mobile number.
5. Reset your password



# Basic Name change request Online (Name /DOB/Gender) –

[Visit this link - epfindiaportal](https://epfindiaportal)

1. Log in with your UAN  
number and password.

The screenshot shows the EPF Member e-SEWA login portal. At the top, the logo of the Employees' Provident Fund Organisation, India, is displayed. The main heading is "G20 भारत 2023 INDIA" with the tagline "वसुधैव कुटुम्बकम्" and "ONE EARTH • ONE FAMILY • ONE FUTURE". On the right, there is a login section titled "Universal Account Number (UAN) MEMBER e-SEWA". It includes a user profile icon, a "UAN" field, a "Password" field, a "Captcha" field, and "Sign In" and "Reset" buttons. A "Forgot Password?" link is also present. Below the login section, there are three columns of information: "Dear EPF Members !!", "Benefits of Registration", and "Important Links".

**Universal Account Number (UAN) MEMBER e-SEWA**

UAN:

Password:

Captcha:

[Sign In](#) [Reset](#)

[Forgot Password ?](#)

**Dear EPF Members !!**

**Filing of nominations by members is mandatory as per para**

- 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.

**Benefits of Registration**

- Download/Print your Updated Passbook anytime.
- Download/ Print your UAN Card.
- Update your KYC information.

**Important Links**

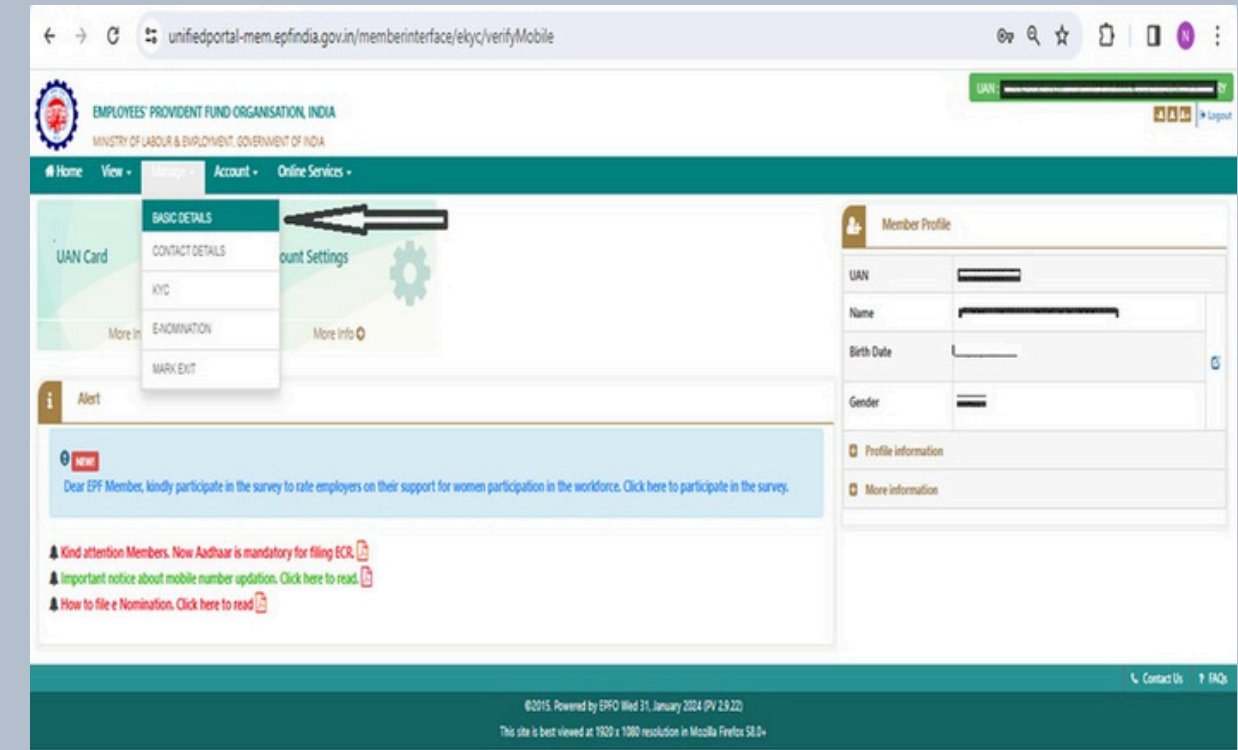
- [Track Application Status for Pension on Higher Wages](#)
- [Activate UAN](#)
- [Know your UAN](#)
- [Direct UAN Allotment by Employees](#)
- [Death claim filing by beneficiary](#)
- [UAN Allotment for Existing PF](#)



# Basic Name change request Online (Name /DOB/Gender) –

Visit this link - epfindia portal

1. Navigate to the "Manage" tab.
2. Select "Modify Basic Details."
3. Input details according to Aadhaar card.
4. Submit your request.

A screenshot of the 'Modify Basic Details' form. The form has three columns: 'Entity', 'Available details', and 'Changes requested'. The 'Entity' column contains 'AADHAAR NO.\*'. The 'Available details' column shows a masked Aadhaar number. The 'Changes requested' column has a red 'REQUIRED' label. Below this, there are input fields for 'Name\*', 'Date of Birth\*', and 'Gender\*'. Arrows point to these fields. The 'Name\*' field has a placeholder 'Enter Name'. The 'Date of Birth\*' field has a placeholder 'DD/MM/YYYY'. The 'Gender\*' field has radio buttons for 'Male', 'Female', and 'Transgender'. Below these fields is a 'Select Employer' dropdown. At the bottom, there is a consent checkbox and text: 'I hereby consent to provide my Aadhaar Number, Biometric and/or One Time Pin (OTP) data for Aadhaar based authentication for the purpose of establishing my identity and seeding it with UAN'. Below the consent text are 'Update' and 'Reset' buttons. A red note at the bottom states: '\*\*Note: Changes requested should be as per AADHAAR'. The footer is the same as the previous screenshot.

# Major Name change request -

For any Major change in Name / DOB/ Father Name and any other changes your need to Send a Mail on below mention Mail ID along with EMP code.

[PF.ESIC@persolapac.com](mailto:PF.ESIC@persolapac.com)