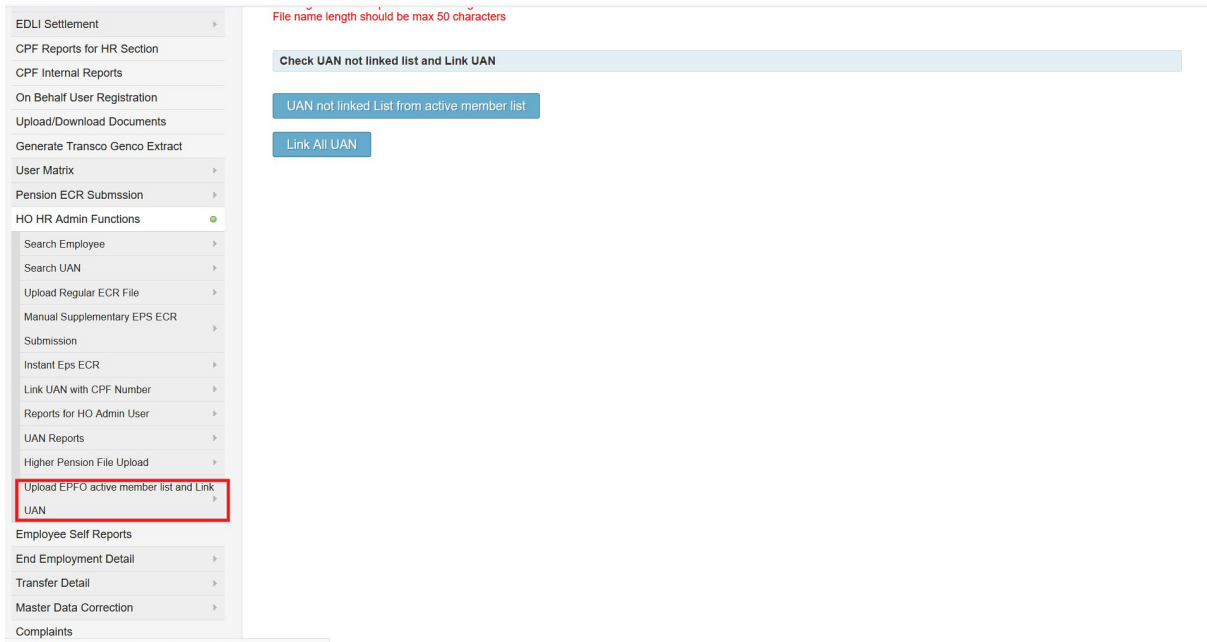


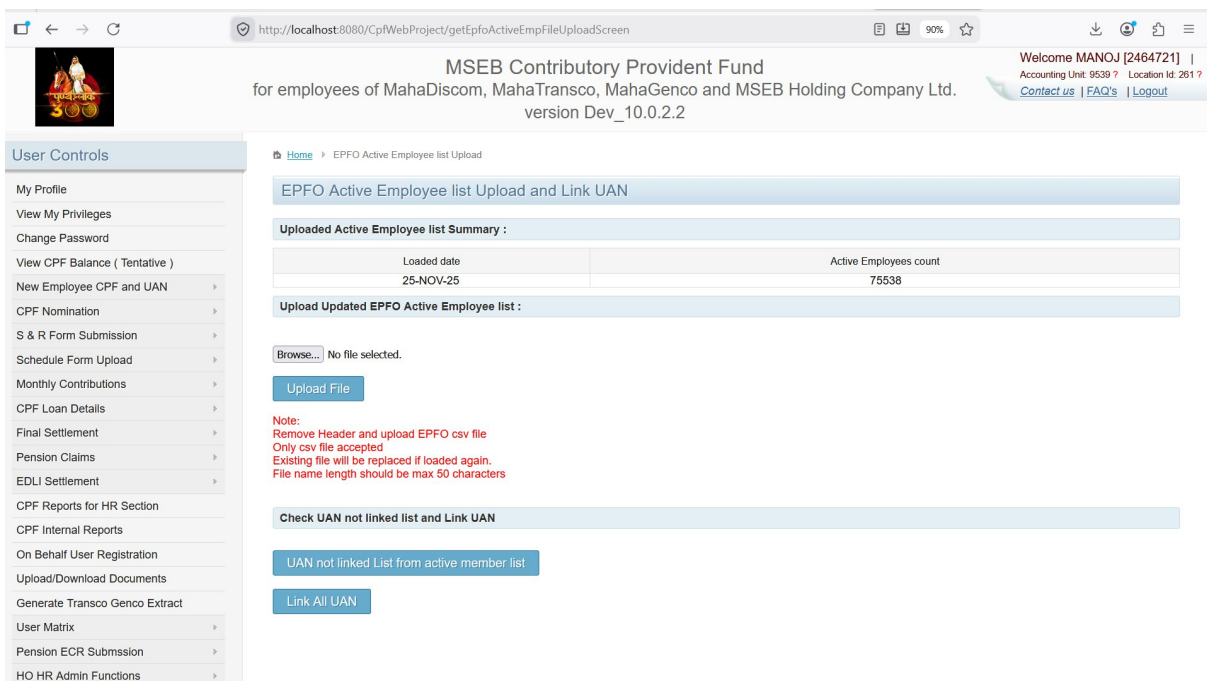
Link UAN with CPF by Uploading active member list from EPFO

- Go to menu Upload EPFO active member list and Link UAN inside HO HR Admin Function Menu.



The screenshot shows a web application interface. On the left is a vertical menu with various options. The option 'Upload EPFO active member list and Link UAN' is highlighted with a red box. The main content area on the right displays a message: 'File name length should be max 50 characters' in red. Below this, there are three buttons: 'Check UAN not linked list and Link UAN', 'UAN not linked List from active member list', and 'Link All UAN'.

- Latest File uploaded date and count are shown.



The screenshot shows the 'EPFO Active Employee list Upload' screen. The page header includes the logo of MSEB Contributory Provident Fund and the text 'MSEB Contributory Provident Fund for employees of MahaDiscom, MahaTransco, MahaGenco and MSEB Holding Company Ltd. version Dev_10.0.2.2'. The user is logged in as MANOJ [2464721]. The left sidebar shows the 'User Controls' menu. The main content area displays the following information:

- Home > EPFO Active Employee list Upload
- EPFO Active Employee list Upload and Link UAN
- Uploaded Active Employee list Summary :

Loaded date	Active Employees count
25-NOV-25	75538

- Upload Updated EPFO Active Employee list :
- Browse... No file selected.
- Upload File
- Note:
Remove Header and upload EPFO csv file
Only csv file accepted
Existing file will be replaced if loaded again.
File name length should be max 50 characters
- Check UAN not linked list and Link UAN
- UAN not linked List from active member list
- Link All UAN

- Remove header from EPFO active member list file then browse.
- Please note that
 - Only csv file accepted
 - Existing file will be replaced if loaded again.
 - File name length should be max 50 characters.

The screenshot shows a web browser window with a file upload dialog open. The dialog displays a file named 'ActiveMembers_02042026120058.zip' selected. The web page behind the dialog is the 'EPFO Active Employee list Upload' interface. It features a 'Note' section with the following text: 'Remove Header and upload EPFO csv file', 'Only csv file accepted', 'Existing file will be replaced if loaded again.', and 'File name length should be max 50 characters'. Below the note, there are several buttons: 'Upload File', 'Check UAN not linked list and Link UAN', 'UAN not linked List from active member list', and 'Link All UAN'. The page header includes the text 'MSEB Contributory Provident Fund for employees of MahaDiscom, MahaTransco, MahaGenco and MSEB Holding Company Ltd. version Dev_10.0.2.2' and a user profile section for 'MANOJ [2464721]'.

- Click on Upload File button. File will be upload and success message will be shown as seen in following screenshot.

The screenshot shows the 'EPFO Active Employee list Upload' interface after a successful upload. A green banner displays the message: 'File loaded Successfully. Total records: 79775'. Below this, there is a table titled 'Uploaded Active Employee list Summary' with columns for 'Loaded date' and 'Active Employees count'. The table shows one row with a date and the count '75538'. Below the table, there is a section for 'Upload Updated EPFO Active Employee list' with a 'Browse...' button and an 'Upload File' button. The 'Note' section is repeated below: 'Remove Header and upload EPFO csv file', 'Only csv file accepted', 'Existing file will be replaced if loaded again.', and 'File name length should be max 50 characters'. The page header includes the text 'MSEB Contributory Provident Fund for employees of MahaDiscom, MahaTransco, MahaGenco and MSEB Holding Company Ltd. version Dev_10.0.2.2' and a user profile section for 'MANOJ [2464721]'.

- After uploading file successfully click on 'UAN not linked from Active member list'. Report will be generated and showing list whose UAN, Date of birth and date of Joining present in new cpf number application match with UAN, Date of birth and date of Joining present in active member list and not yet linked in Cpf Portal and Joining date >= '01-jul-2025'.



http://localhost:8080/CpfWebProject/genUanNotLinkedRep

1 of 1 Automatic Zoom

List of New Employees whose cpf number allotted and UAN present in New Cpf No. application and EPFO but UAN not linked in CPF Portal
Note: EPFO data is fetched from uploaded Active employees data

COMP CODE	CPF NUMBER ALLOTTED	UAN	MEMBER ID	DOB	DOJ	EPFO_NAME	
1	3	2821605	101432905647	2631119	02-Jun-97	02-Jul-25	NIHALAHAMAD MAHAMADRAFIK NAIKAWADI

- Click on **Link All UAN** button. List shown in the above report will be linked with CPF and success message will be shown on the screen as shown in following screenshot.

http://localhost:8080/CpfWebProject/linkUanFromActiveEmpList

MSEB Contributory Provident Fund
for employees of MahaDiscom, MahaTransco, MahaGenco and MSEB Holding Company Ltd.
version Dev_10.0.2.2

Welcome MANOJ [2464721] | Accounting Unit: 9539 | Location Id: 261 ?
[Contact us](#) | [FAQ's](#) | [Logout](#)

User Controls

- My Profile
- View My Privileges
- Change Password
- View CPF Balance (Tentative)
- New Employee CPF and UAN
- CPF Nomination
- S & R Form Submission
- Schedule Form Upload
- Monthly Contributions
- CPF Loan Details
- Final Settlement
- Pension Claims
- EDLI Settlement
- CPF Reports for HR Section
- CPF Internal Reports
- On Behalf User Registration
- Upload/Download Documents
- Generate Transco Genco Extract
- User Matrix
- Pension ECR Submission
- HO HR Admin Functions

Home > EPFO Active Employee list Upload

EPFO Active Employee list Upload and Link UAN

1 UAN linked successfully.

Uploaded Active Employee list Summary :

Loaded date	Active Employees count

Upload Updated EPFO Active Employee list :

No file selected.

Note:
Remove Header and upload EPFO csv file
Only csv file accepted
Existing file will be replaced if loaded again.
File name length should be max 50 characters

Check UAN not linked list and Link UAN