

MAHARASHTRA STATE ELECTRICITY BOARD'S
CONTRIBUTORY PROVIDENT FUND TRUST.

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Website: - www.mahadiscom.in

No.AD/PF/RSM/D/ 861

Date- 20 DEC 2017

DEPARTMENTAL CIRCULAR NO- 208

Subject: Introduction of online request functionality by EPFO for correction in Name, DOB and Gender

Employee's Provident Fund Organization (EPFO) has introduced online request functionality for correction in Name, DOB and Gender vide Notification No. NDC/2017/UAN/Pt./2741 dated 21.11.2017.

A Joint Declaration was required to be submitted to the EPFO Office by Employer and Employee to make necessary corrections in the basic details. However in order to reduce paper work and time delay, a functionality has been developed where member can give online request to his/her employer at Member Interface in the Unified Portal for correction in basic details. It is to be noted that EPFO System will compare the requested changes with UIDAI (AADHAR) database. After successful verification only, the request will be transferred to Employer for further approval.

It is to be noted that for processing the request, member should activate their UAN Number on EPFO Website. After UAN Number Activation only, the member will be able to process the request for correction in basic details.

The Process Flow for UAN Activation and Online Request for Corrections in Name, Date of Birth and Gender is enclosed herewith.

Rpawa

Secretary

to the Board of Trustees
of MSEB's C.P.F Trust, Mumbai.

Copy to:-

As per mailing list.

Process Flow for UAN Activation and Request for Change in Basic Details

1. The Universal Account Number (UAN) allotted to the employees are available on Salary Slips as well as the same is displayed under "My Profile" of CPF Login of MSEB CPF Portal.
2. Kindly visit to <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>. Click on "Activate UAN" Tab as shown below.

The screenshot displays the 'MEMBER e-SEWA' interface of the Employees' Provident Fund Organisation, India. The page is titled 'Universal Account Number (UAN) MEMBER e-SEWA'. On the right side, there is a login form with fields for 'UAN' (with a placeholder 'Enter UAN'), 'Password', and a 'Captcha' field. Below the password field is a CAPTCHA image showing the characters 'H 7 2 8 U'. There are 'Sign in' and 'Reset' buttons, and a 'Forgot Password' link below the form.

On the left side, there is a 'Dear EPF Members!!' section with several links and notices. Below that is a 'Benefits of Registration' section with three bullet points: 'Download/Print your Updated Passbook anytime.', 'Download/ Print your UAN Card.', and 'Update your KYC information.'.

In the center, there is a 'NOTE' section with four bullet points: 'Members with authenticated Aadhaar and Bank details seeded against their UAN can now submit their PF Withdrawal/Settlement/Transfer claims online.', 'One mobile number can be used for one registration only.', 'A member can view the passbooks of the EPF accounts which has been tagged with UAN.', and 'The facility of passbook is not available for members of establishments'.

On the right side, there is an 'Important Links' section with three links: 'Activate UAN' (circled in red), 'Know your UAN status', and 'Online Aadhaar Verified UAN Allotment'.

The browser's address bar shows the URL 'https://unifiedportal-mem.epfindia.gov.in/memberinterface/'. The Windows taskbar at the bottom shows the time as 5:07 PM on 16-Dec-17.

3. After clicking on "Activate UAN" tab, screen will appear as below. The member/employee is required to enter his/her details and proceed further. Kindly enter the Authorization Pin received on mobile number and submit. The password for the UAN Login will be sent through SMS.

The screenshot shows a web browser window displaying the EPFO UAN activation form. The browser's address bar shows the URL: https://unifiedportal-mem.epfindia.gov.in/memberinterface/no-auth/uanActivation/activationForm?_HDIV_STATE_=15-7-EAED85C805CBF24BF708C0F8CAE2C539. The page header includes the EPFO logo and the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". On the right side, it says "Universal Account Number (UAN) MEMBER e-SEWA". The main heading is "Activate Your Uan". The form contains several input fields: "UAN" (with a text box), "Enter Member ID" (with a dropdown for "State" and "Office", and buttons for "Region", "Office", "Est Id", "Est Ext", and "Member Id"), "AADHAAR" (with a text box), "PAN" (with a text box), "Name *", "Date of Birth *" (with a date picker showing "DD/MM/YYYY"), "Mobile No. *", "Email Id", and "Captcha *" (with a captcha image showing "8A H W G"). At the bottom of the form, there are two buttons: "Get Authorization Pin" and "Back". The footer of the page includes "©2015. Powered by EPFO ESI 08 Dec 2017 (V 1.2.9)", "Contact Us", and "FAQs". The Windows taskbar at the bottom shows the system tray with the date "16-Dec-17" and time "5:07 PM".

4. Kindly login after entering UAN Number and Password received through SMS.

FW: About 100% cpi... X | New CPF Number and U... X | Active News | Maharashtra X | MSES Contributory Pro... X | Employee Portal: Maha... X | Member Home X | 503 Service Unavailable X

https://unifiedportal-mem.epfindia.gov.in/memberinterface/

Apps MAHADISCOM Oracle BI Publisher EPFO: Home Unified RAPDRP Portal PMRPY: Home EPFO: TRRN Search

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

Universal Account Number (UAN)
MEMBER e-SEWA

Dear EPF Members !!

- Member Passbook service is available at www.epfindia.gov.in [Our Services >> For Employees >> Member Passbook]
- Aadhaar Based Online Claim Submission
- Seeded Aadhaar against activated UAN is mandatory for online claim submission.
- Other frequently used services are available at www.epfindia.gov.in
- EPFO services are now available on the UMANG (Unified Mobile APP for New Governance). The UMANG APP can be downloaded by giving a missed call 9718397183. The APP can also be downloaded from UMANG website or from the play/app stores. Erstwhile EPF mobile services are being discontinued

UAN: Enter UAN
Password: Password
Captcha: H 7 2 8 U
Sign in Reset

Forgot Password

Benefits of Registration

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

NOTE

- Members with authenticated Aadhaar and Bank details seeded against their UAN can now submit their PF Withdrawal/Settlement/Transfer claims online.
- One mobile number can be used for one registration only.
- A member can view the passbooks of the EPF accounts which has been tagged with UAN.
- The facility of passbook is not available for members of establishments

Important Links

- Activate UAN
- Know your UAN status
- Online Aadhaar Verified UAN Allotment

Instructions_New_...pdf | Draft Internal Audi...doc | Show all X

5:01 PM 16-Dec-17

5. After login, it is advisable to change Password by clicking on "Account>>Change Password". Kindly note down the password changed for future login purpose.

The screenshot displays the EPFO Member Interface. At the top, the browser address bar shows the URL <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>. The page header includes the EPFO logo and the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". The user's UAN is displayed as "UAN: 1001 5930 8810 /GOURI BALKRISHNA RANE".

The main navigation menu includes "Home", "View", "Manage", "Account", and "Omni Services". The "Account" menu is expanded, and the "CHANGE PASSWORD" option is circled in red. Below the navigation menu, there are two main sections: "UAN Card" and "Account Settings". The "Account Settings" section has a gear icon and a "More Info" link.

On the right side, the "Member Profile" section is visible, containing the following fields:

UAN	[REDACTED]
Name	[REDACTED]
Birth Date	[REDACTED]
Gender	[REDACTED]
AADHAAR	---
PAN	---
Bank Account No.	Not Available
Mobile No.	[REDACTED]
E-mail	[REDACTED]@MAIL.COM

Below the Member Profile, there is a "More information" link. At the bottom of the page, an "Alert" box contains the message: "Passbook is available at www.epfindia.gov.in >> Our Services >> For Employees >> Member Passbook".

The Windows taskbar at the bottom shows the system tray with the date and time: "5:26 PM 16-Dec-17".

If the details of Birth) then it is advisable to correct the details on Aadhaar Card from nearby Aadhaar Centres and then only proceed for correction.

6. For correction, click on “Manager>>Modify Basic Details”.

The screenshot shows a web browser window with the URL <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>. The page header includes the EPFO logo and the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" and "MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA". The navigation menu contains "Home", "View", "Manage", "Account", and "Online Services". The "Manage" dropdown menu is open, showing options: "CONTACT DETAILS", "KYC", and "MODIFY BASIC DETAILS". The "MODIFY BASIC DETAILS" option is circled in red. On the right side, the "Member Profile" section displays fields for UAN, Name, Birth Date, Gender, AADHAAR, PAN, Bank Account No. (Not Available), Mobile No., and E-mail. An "Alert" box at the bottom left contains the message: "Passbook is available at www.epfindia.gov.in >> Our Services >> For Employees >> Member Passbook". The Windows taskbar at the bottom shows the time as 11:17 AM on 18-Dec-17.

7. Please provide the details as per Aadhaar as the EPFO Website will verify the details entered with UIDAI-Aadhaar Data. Therefore in case the details mentioned on Aadhaar Card is wrong or incomplete (For.e.g. Year of Birth is mentioned instead of Complete Date of Birth) then it is advisable to correct the details on Aadhaar Card from nearby Aadhaar Centres and then only proceed for correction.

Udhav Thackeray prais x EPFO For Employees x Modify Basic Details x New Tab

Secure | https://unifiedportal-mem.epfindia.gov.in/memberinterface/modifyBasicDetails/loadMemberDetails?_HDIV_STATE_=8-9-0E8B115C2DA4077086DABAC5383D6492

Apps MAHADISCOM - M Oracle BI Publisher EPFO: Home Unified RAPDRP Portal PMRPY: Home EPFO: TRRN Search

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

Home View Manage Account Online Services

Modify Basic Details

	Available details	Changes requested**
Aadhaar no.*	<input type="text"/>	<input type="text"/>
Name*	<input type="text"/>	<input type="text" value="Enter Name"/>
Date of Birth*	<input type="text"/>	<input type="text" value="DD/MM/YYYY"/>
Gender*	<input type="text"/>	<input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> Transgender
Select Employer:	M.S.E.B. - (MHBAN0001251000)	
<input type="button" value="Update"/> <input type="button" value="Reset"/>		

**Note: Changes requested should be as per Aadhaar

Contact Us FAQs

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Windows taskbar with icons for Internet Explorer, Google Chrome, and other applications. System tray shows the time as 11:34 AM on 13-Dec-17.

- On Clicking "Update", request will be submitted to employer for further approval. Before the changes are approved by Employer, employee can withdraw the request by pressing "Delete Request".
- It is to be noted that after the request is approved by Employer/MSEB CPF Trust the same will approved by the EPFO.