



कर्मचारी भविष्य निधि संगठन
Employees' Provident Fund Organisation
श्रम एवं रोजगार मंत्रालय, भारत सरकार
Ministry of Labour and Employment, Government of India
मुख्य कार्यालय/Head Office



एन०बी०सी०सी० सेंटर, ब्लॉक-2, ग्राउंड-4th फ्लोर, ईस्ट किदवाई नगर, नई दिल्ली-110023
NBCC Centre, Block-2, Ground-4th Floor, East Kidwai Nagar, New Delhi-110023

No: ELI/UANActivation/2024

Date: 22.11.2024

To,

Employers of all establishments covered under EPFO

Subject: UAN Activation and seeding Bank Account with AADHAAR for availing the benefits under ELI Scheme- regarding.

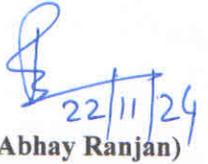
Ref: Press brief released by Ministry of Labour & Employment through PIB on 21.11.2024

Madam/Sir,

In the light of directions received from the Ministry of Labour & Employment, to ensure that all eligible employees benefit from the Employment Linked Incentive (ELI) Scheme announced in Union Budget 2024-25, UAN activation and AADHAAR seeding in Bank Account of each employee are mandatory.

- Every subscriber of EPFO is required to have an AADHAAR linked Universal Account Number (UAN), which needs to be activated by creating login on the Member Portal, for availing a number of facilities through a single window. Such facilities include the ability to view and download PF passbooks; submit online claims for withdrawals, advances, or transfers; update personal details and track the status of claims in real time.
- The activation process is straightforward and can be completed using an Aadhaar-based OTP (One-Time Password) by following the steps given in Annexure A. (attached)
- Further, for availing the benefits of any Direct Benefit Transfer (DBT) Scheme, the Bank Account number of the beneficiary is required to be seeded with AADHAAR so as to credit the benefits directly into the beneficiary's bank account.
- Since, the benefits under ELI Scheme, will be disbursed through DBT to eligible employees, Employers are urged to ensure UAN activation and AADHAAR seeding in Bank Account by 30th November 2024, in respect of all their employees who have joined in the current financial year, starting with the latest joiners.** The concerned EPFO offices may kindly be contacted for necessary guidance in this matter, if required.
- EPFO remains committed to provide social security and retirement benefits to millions of employees across India. By enhancing accessibility through its online service portal, EPFO continues to improve ease of use and operational efficiency.

[This issues with the approval of CPFC]


22/11/24
(Abhay Ranjan)

Addl. Central PF Commissioner (Compliance)

Copy to:

- PS to CPFC for information.
- PS to FA&CAO for information.
- All Zonal Heads to facilitate employers (through EPFO website)
- All Other Officers of EPFO for information (through EPFO website)
- ACC HQ(IS) to place the PDF of this communication in the Employer and Member Portal
- Web-admin for uploading on EPFO website

Annexure- A

- i. Go to EPFO Member Portal.
- ii. Click on the "Activate UAN" link under "Important Links".
- iii. Enter your UAN, Aadhaar number, name, DOB, and Aadhaar-linked mobile number.
- iv. Employees should ensure their mobile number is Aadhaar-linked to access the full range of EPFO's digital services.
- v. Agree to Aadhaar OTP verification.
- vi. Click "Get Authorization PIN" to receive an OTP on your Aadhaar-linked mobile number.
- vii. Enter the OTP to complete the activation.
- viii. A password will be sent to your registered mobile number upon successful activation.