Employee Code: …………………..……..

Form-11

(To be retained by the employer for future reference)

EMPLOYEES' PROVIDENT FUND ORGANISATION

Employees' Provident Funds Scheme, 1952(Paragraph 34 & 57) and

Employees' Pension Scheme, 1955 (Paragraph 24)

(Declaration by a person taking up employment in any establishment on which EPF scheme, 1952 and/or EPS, 1995 is applicable)

1	Name of the member (Aadhaar Name)	
2.	Father's Name ☐ Spouse's Name ☐ *(Please tick which ever applicable)*	
3	Date of Birth (DD/MM/YYYY)	
4	Gender (Male/Female/Transgender)	
5	Marital Status: (Married/Unmarried/Widow/Widower/Divorcee)	
6	(a) Email ID: (b) Mobile No (Aadhaar Registered):	
7	Whether earlier a member of Employees 'provident Fund Scheme, 1952?	Yes / No
8	Whether earlier a member of Employees' Pension Scheme, 1995?	Yes / No
9	**Previous employment details** *(If Yes, 7 & 8 details above)*	
	a) Universal Account Number (UAN)	
	b) Previous PF Account Number	
	c) Date of exit from previous Employment? (DD/MM/YYYY)	
	d) Scheme Certificate No (if issued)	
	e) Pension Payment Order (PPO) (if issued)	
10	a) International Worker:	Yes / No
	b) If yes, state country of origin (Name of other country)	
	c) Passport No.	
	d) Validity of passport [(DD/MM/YYYY) to (DD/MM/YYYYY)]	
11	**KYD Details :** *(attach self-attested copies of following KYC's)*	
	a) Bank Account No & IFS Code	
	c) AADHAR Number	
	d) Permanent Account Number (PAN),if available	

12	First EPF Member Enrolled Date	First Employment EPF Wages	Are you EPF Member before 01/09/2014	If Yes, EPF Amount Withdrawn?	If Yes, EPS (Pension) Amount Withdrawn?	After Sep 2014 earned EPS (Pension) Amount Withdrawn before Join current Employer?

UNDERTAKING

1) Certified that the particulars are true to the best of my Knowledge.
2) I authorize EPFO to use my Aadhar for verification/authentication/e-KYC purpose for service delivery.
3) Kindly transfer the funds and service details, if applicable, from the previous PF account as declared above to the present PF account. (The transfer would be possible only if the identified KYC details approved by previous employer has been verified by present employer using his Digital Signature)
4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date:

Place: **Signature of Member**

DECLARATION BY PRESENT EMPLOYER

A. The member Mr/Ms/Mrs ……………………………………… has joined on ………………………… and has been allotted PF No. ……………………………………

B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995: ((Post allotment of UAN) The UAN allotted or the member is)
   Please Tick the Appropriate Option: The KYC details of the above member in the UAN database

   ☐   Have not been uploaded   ☐   Have been uploaded but not approved   ☐   Have been uploaded and approved with DSC

C. In case the person was earlier a member of EPF scheme,1952 and EPS, 1995:
   ☐   The KYC details of the above member in the UAN database have been approved with Digital signature Certificate and transfer request has been generated on portal.
   ☐   TAs the DSC of establishment are not registered with EPFO, the member has been informed to file physical claim (Form 13) for the transfer of funds from his previous establishment.

Date: **Signature of Employer with seal of Establishment**