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From: India Statutory Compliance <mailer@mailer.accenture.com>
Sent: Wednesday, December 8, 2021 7:41 PM
To: Munuswamy, Thamizharasu
Subject: Urgent Action Needed: Submit your PF e-Nomination details by 15th January 2022

To: Select Accenture people in India

As per a recent Employee Provident Fund Organization (EPFO) notification, **you are now required to submit your nomination details online**, on the [PF portal](#). This action is mandatory even if you have submitted the PF nomination forms on Allsec and this will also ensure seamless settlement of claims for your dependents.

Use ONE of the following informational resources below to understand on how to submit your PF Nomination online.

A. Steps to submit PF Nomination Online

1. Log in to <https://unifiedportal-mem.epfindia.gov.in/memberinterface/> using your UAN and password.
2. Click “View” and choose “*Profile*” from the drop down to recheck your profile details. If your profile is incomplete, please update it
3. Once your profile is updated, click “*Manage*” > “*E-Nominations*”
4. Select “*Enter New Nomination*”, update the nominee details and select “*Save EPF Nomination*”.
5. Once you receive a confirmation, choose “*e-nomination*” from the “*Manage*” Nominee information will be displayed as a pending. To complete the process, select “*e-sign*” to digitally sign the form.
6. You will then be redirected to a new page—enter your Aadhaar virtual ID and click “*Get OTP*”, update the OTP received on your phone and click “*submit*”.
7. You will receive a confirmation under “*Nomination History*”. To download a copy as PDF, click on “*Nomination Details*”.

If you do not have the Aadhar virtual ID, follow the next step to generate an ID. Once the ID is created, follow steps 5 – 7 outlined above

Visit the Aadhar website (<https://resident.uidai.gov.in/vid-generation>) to generate the virtual ID. Enter your Aadhar card number, relevant captcha and select “*send OTP*”. Once you update the OTP and click “*submit*”, your virtual ID will get generated.

B. Refer to [Detailed User Guide & FAQ](#) on how to submit PF Nomination Online.

C. View [Video](#) explaining how to Submit PF Nomination Online.

Please note: In the absence of correct and complete e-nomination details, your dependents may face issues submitting their claims. Which is why we urge you to complete the nomination process online at the earliest.

For queries, you can raise query on [Accenture Support](#) under Category ->Provident Fund | Sub Category -> Nomination Procedure | Short Description - eNomination

Regards,

Provident Fund Team