**New Form No.-11 - Declaration Form**

***(To be retained by the employer for future reference)***

**EMPLOYEES' PROVIDENT FUND ORGANISATION**

# Employees' Provident Funds Scheme, 1952 (Paragraph 34 & 57 ) & Employees' Pension Scheme, 1995 (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 |  |
| 2 | Father's Name  Spouse's Name  |  |
| (Please tick whichever is 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.: |
| 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 to 7 AND/OR 8 above]** |  |
| (a) Universal Account Number: |
| (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) No. (if issued) |  |
| 10 | (a) International Worker: | **YES/NO** |
| (b) If yes, state country of origin (india/Name of other country) |  |
| (c) Passport No. |  |
| (d) Validity of Passport [(DD/MM/YYYY) to (DD/MM/YYYY)] |  |
| 11 | **KYC Details:** (attach self attested copies of following KYCs) |  |
| a) Bank Account No. & IFS Code |  |
| b) AADHAR Number |  |
| c) Permanent Account Number (PAN), if available |  |

|  |  |
| --- | --- |
|  | **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/eKYC 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 P.F. Account. (Ther transfer would be possible only if the identified KYC detail approved by previous | |
| employer has been verified by present employer using his Digital Signature Certificate) | |
| 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 joinied on ……………………. | |
| and has been allotted PF Number………………………………. | |
| B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995: | |
| \* **(Post allotment of UAN)** The UAN allotted for 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 above PF Account number/UAN of the member as mentioned in (A) above has been tagged with | |
| his/her UAN/Previous Member ID as declared by member. | |
| **\* Please Tick the Appropriate Option:** | |
| * 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. | |
| * As the DSC of establishment are not registered with EPFO, the member has been informed to file | |
| physical claim (Form-13) for transfer of funds from his pervious establishment. | |
| **Date:** | **Signature of Employer with Seal of Establishment** |