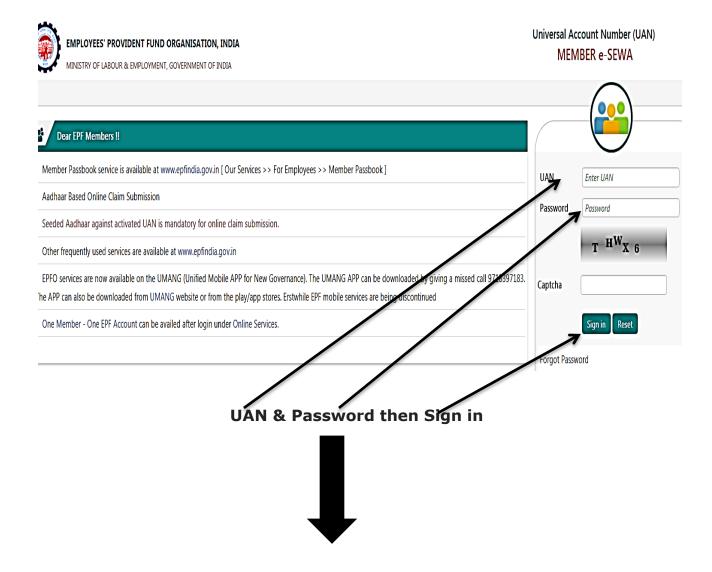# Step by step guide to update the KYC details on EPFO:

1 Go to
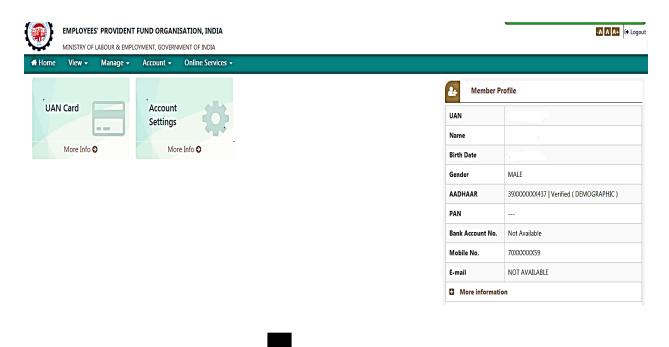
   https://unifiedportalmem.epfindia.gov.in/memberinterface/

2 Enter your UAN & Password :

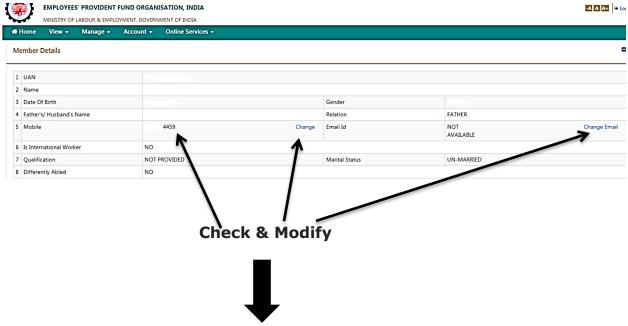**UAN & Password then Sign in**

3 Once you logged in below screen will reflect :

4 Check the details & for changing of your mobile number & email id please Go to View – Profile:

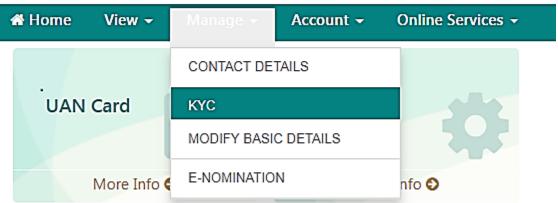- **In Profile – Check Mob. Number & Email id & if you want you can change:**

Check & Modify
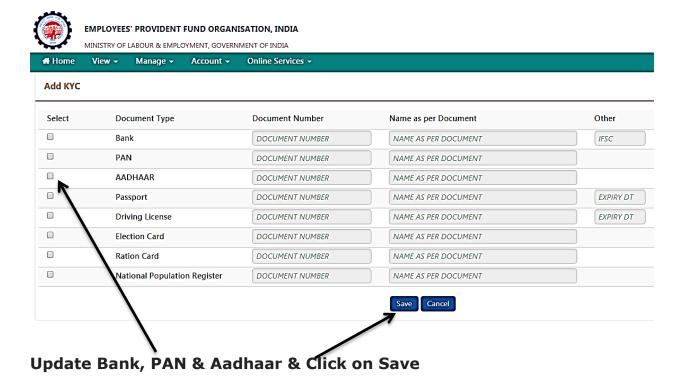
5 Go to Manage – KYC:
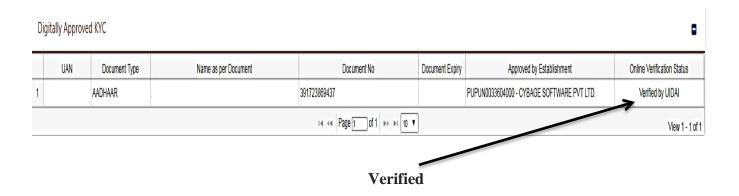
- **The below screen will appear:**

Update Bank, PAN & Aadhaar & Click on Save

Ex-employees can send email to Exit_Finance@cybage.com & those who are working with the Cybage can raise Finance Helpdesk ticket.

6 Once employer approves the uploaded KYC by the employee, the status change to 'Approved KYC' as mentioned below :

Digitally Approved KYC

	UAN	Document Type	Name as per Document	Document No	Document Expiry	Approved by Establishment	Online Verification Status
1		AADHAAR		391723869437		PUPUN0033604000 - CYBAGE SOFTWARE PVT LTD.	Verified by UIDAI

◄ ◄◄ Page 1 of 1 ►► ►► 10 ▼   View 1 - 1 of 1

Verified

Thanking you,
Finance Dept.
(Cybage Software Pvt. Ltd.)