

EPFO has provided e-Nomination tool at member Interface at Unified Portal. The salient features of e-Nomination functionalities and process flow for filing of online e-Nomination form by member on EPF portal is given below:-

Salient features of e-Nomination functionality:

- UAN should be activated
- Verified Aadhaar should be linked with UAN
- Mobile number of member should be linked with Aadhaar
- Photo of member should be available in the profile of member (Member has to upload his photo in his profile section)
- Aadhaar of all the family members in nomination is mandatory
- Aadhaar based e-Sign by the member in e-nomination
- Digitally signed nomination PDF will be available in the login of member and field office.

Process Flow for filing of online e-Nomination form by member on EPF portal

URL : <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>

- Member has to login through URL as given above
- Click on Manage>>E-nomination.
- Provide permanent and current address and save it.
- After saving and selecting having family, “yes” option system will ask to enter family details. All the family member can be added by click on “ Add button”. Aadhar and Photo of all family members are mandatory.
- After giving all the family details, click on “Save family details.”
- After that select EPF nominations details from the family members, provide percentage and click on “Save EPF nomination”.
- After Completion of EPF nomination, system will prompt for EPS nomination.
- After that member has to finalize nomination by e-Sign.
- For e-Sign virtual ID is mandatory. Virtual ID can be generated by visiting UIDAI official Website.
- After e-Sign successfully, nomination details can be viewed in PDF.

Therefore, it is once again directed to ensure the filing of e-Nomination by the members and also organise alternate way such as campaign/camp at your end to accelerate this process on urgent basis.

Regards,