



ಕಾರ್ಮಿಕರ ಭವಿಷ್ಯ ನಿಧಿ ಸಂಘಟನೆ
ಕರ್ಮಚಾರಿ ಭವಿಷ್ಯ ನಿಧಿ ಸಂಘಟನೆ
EMPLOYEES' PROVIDENT FUND ORGANISATION



ಕಾರ್ಮಿಕ ಮತ್ತು ಕಾರ್ಯದರ್ಶಿ ಸಚಿವಾಲಯ, ಭಾರತ ಸರ್ಕಾರ

श्रम एवं रोजगार विभाग, भारत सरकार

(Ministry of Labour and Employment, Government of India)

ಪ್ರಾದೇಶಿಕ ಕಾರ್ಯಾಲಯ, ಭಾರತೀಯ ಕಾರ್ಮಿಕ ಮತ್ತು ಕಾರ್ಯದರ್ಶಿ ಸಚಿವಾಲಯ, ಬೆಂಗಳೂರು / Regional Office, Bengaluru (Central)

ಭವಿಷ್ಯ ನಿಧಿ ಭವನ, ಸಂಖ್ಯೆ 13, ರಾಜಾ ರಾಮ ಮೋಹನ್ ಭವನ ರಸ್ತೆ / भविष्य निधि भवन, 13, राजा राम मोहन रोय रोड

Bhavisya Nidhi Bhawan, No. 13, Raja Ram Mohan Roy Road,

ಬೆಂಗಳೂರು - 560025 / ಕೆಆರ್ 560025 - Bengaluru - 560025.

Sir/Madam,

**Subject – Filing and Completion of Online E-Nomination for EPF and EPS Members –
Regarding**

As a matter of fact, the EPF & MP Act 1952 (the Act) is a beneficial piece of legislation meant for the social security – in the form of Provident Fund, Pension and Deposit Linked Insurance – to all employees found eligible for membership under the ambit of the Act and/or schemes framed there under. The objective of expansive social security net envisaged under the Act is ensured by means of three schemes namely – Employees' Provident Fund Scheme, 1952 (the EPFS); Employees' Pension Scheme, 1995; and Employees' Deposit Linked Scheme, 1976 – framed under the umbrella legislation of the said Act.

The Act and/or Schemes Framed thereunder envisions benefits to the members and/or beneficiary members of the family/nominee of the member. In that context, the Schemes have cast statutory roles/responsibilities on the Employees as well as the Employer to furnish and file nomination details by the Employee. The legal provisions for the same can be referred in details under Para 33, Para 34 read with Para 61 of the EPF Scheme; and further Para 18, Para 24 of the EPS.

It is to inform that facility for filing of online E-nomination for EPF/EPS members has been provided already through member e-Sewa portal (<https://unifiedportal.mem.epfindia.gov.in/>) where members need to file their valid nomination details. The benefits of filing e-Nominations are evident and enclosed as graphir for reference as well. The procedure to file e-nominations is also enclosed as infographic for easy step-wise reference in the process.

Para 33. Declaration by persons already employed at the time of institution of the Fund

Every person who is required or entitled to become a member of the Fund shall be asked forthwith by his employer to furnish and shall, on such demand, furnish to him, for communication to the Commissioner, particulars concerning himself and his nominee required for the declaration form in Form 2. Such employer shall enter the particulars in the declaration form and obtain the signature or thumb impression of the person concerned.

Para 34. Declaration by persons taking up employment after the Fund has been established

The employer in relation to a [factory or other establishment] shall, before taking any person into employment, ask him to state in writing whether or not he is a member of the Fund and if he is, ask for the Account Number and/or the name and particulars of the last employer. If he is unable to furnish the Account Number, he shall, require such person to furnish and such person shall, on demand, furnish to him for communication to the Commissioner, particulars regarding himself and his nominee required for the Declaration Form. Such employer shall enter the particulars in the Declaration Form and obtain the signature or thumb impression of the person concerned:

Provided that in the case of any such employee who has become a member of the Family Pension Fund under the Employees' Family Pension Scheme, 1971, the aforesaid Declaration Form shall also contain such particulars as are necessary to comply with the requirements of that Scheme.

Para 36. Duties of employers

(1) Every employer shall send to the Commissioner, within fifteen days of the commencement of this Scheme, a consolidated return in such form as the Commissioner may specify of the employees required or entitled to become members of the Fund showing the [basic wage, retaining allowance (if any) and dearness allowance including the cash value of any food concession] paid to each of such employees:

Provided that if there is no employee who is required or entitled to become a member of the Fund, the employer shall send a 'NIL' return.

(2) Every employer shall send to the Commissioner within fifteen days of the close of each month a return-

(a) in Form 5, of the employees qualifying to become members of the Fund for the first time during the preceding month together with the declarations in Form 2 furnished by such qualifying employees, and

(b) [in such form as the Commissioner may specify], of the employees leaving service of the employer during the preceding month:

Provided that if there is no employee qualifying to become a member of the Fund for the first time or there is no employee leaving service of the employer during the preceding month, the employer shall send a 'NIL' return.

(c) Provided further that a copy of the forms as mentioned in clauses (a) & (b) above shall be provided by the employer to concerned employees immediately after joining the service or at the time of leaving the service, as the case may be.

(3) [Omitted]

(4) Every employer shall maintain an inspection note book in such form as the Commissioner may specify, for an Inspector to record his observation on his visit to the establishment.

(5) Every employer shall maintain such accounts in relation to the amounts contributed to the Fund by him and by his employees as the Central Board from time to time, direct, and it shall be the duty of every employer to assist the Central Board in making such payments from the Fund to his employees as are sanctioned by or under the authority of the Central Board.

(6) Notwithstanding anything hereinbefore contained in this paragraph, the Central Board may issue such directions to employers generally as it may consider necessary or proper for the purpose of implementing the Scheme, and it shall be the duty of every employer to carry out such directions.

Para 61. Nomination:

(1) Each member shall make in his declaration in Form 2, a nomination conferring the right to receive the amount that may stand to his credit in the Fund in the event of his death before the amount standing to his credit has become payable, or where the amount has become payable, before payment has been made.

(2) A member may in his nomination distribute the amount that may stand to his credit in the Fund amongst his nominees at his own discretion.

(3) If a member has a family at the time of making a nomination, the nomination shall be in favour of one or more persons belonging to his family. Any nomination made by such member in favour of a person not belonging to his family shall be invalid. Provided that a fresh nomination shall be made by the member on his marriage and any nomination made before such marriage shall be deemed to be invalid.

(4) If at the time of making a nomination the member has no family, the nomination may be in favour of any person or persons but if the member subsequently acquires a family, such nomination shall forthwith be deemed to be invalid and the member shall make a fresh nomination in favour of one or more persons belonging to his family.

(4A) Where the nomination is wholly or partly in favour of a minor, the member may, for the purposes of this Scheme, appoint a major person of his family, as defined in clause (g) of paragraph 2, to be the guardian of the minor nominee in the event of the member predeceasing the nominee and the guardian so appointed: Provided that where there is no major person in the family, the member may, at his discretion, appoint any other person to be a guardian of the minor nominee.

(5) A nomination made under sub-paragraph (1) may at any time be modified by a member after giving a written notice of his intention of doing so in Form [2] annexed hereto. If a nominee predeceases the member, the interest of the nominee shall revert to the member who may make a fresh nomination in respect of such interest.

(6) A nomination or its modification shall take effect to the extent that it is valid on the date on which it is received by the Commissioner.