



सत्यमेव जयते

# कर्मचारी भविष्य निधि संगठन

Employees Provident Fund Organisation

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

(MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA)

मुख्य कार्यालय/Head Office

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No. WSU/2020/Claim settlement without UAN-clarification/8726

Date: 29.11.2024

To,

29 NOV 2024

All Addl. CPFCs(HQ), Addl. CPFCs, Zonal Offices  
All RPFCs/OICs, Regional Offices

**Sub: Settlement of physical claims without seeding of Aadhaar for certain classes of members-reg.**

**Ref: Circular No WSU/2020/Claim settlement without UAN- clarification/914 dated 24.09.2020.**

With regard to the instructions issued vide the above circular, certain references have been received from the field offices intimating their inability to seed and authenticate Aadhaar as stipulated vide the above referred Circular in certain cases leading to non-settlement of due claims pertaining to the members and consequent grievances.

2. Accordingly, the issue had been re-examined and the following instructions are issued for claim settlement:-

Category	Substitute Id	Manner of submission of proofs	Mode of settlement	Risk Mitigation Measures	Mode of credit of settlement amount to the designated Bank Account
International Worker (IW) who have left India without obtaining Aadhaar	Passport	Physical copy of Substitute ID enclosed to the physical claim along with other relevant required documents including Bank A/c details.	In physical mode	Due diligence- 1. Verification of bank account in all cases 2. Confirmation of identity (identification documents) by Employer only if the balance exceeds Rs.5 lakh	By NEFT
Indian Worker who permanently migrated to a foreign country & subsequently obtained its citizenship					
Citizens of Nepal and subjects of Bhutan	Citizenship Identification Certificate or Document				
Non-Resident Indian	Any NRI (whether minor or adult) with a valid Indian Passport can apply for Aadhaar from any Aadhaar Enrolment Centre. In case of NRIs the residential condition of 182 days is not mandatory.				

Accordingly, the following classes of members are identified for exemption from the operation of the instructions of the above Circular to ensure that the dues in respect of such genuine members are paid promptly.

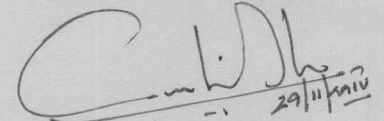
- i. International Workers(IW) who have already left India after completion of their assignments but without obtaining Aadhaar.
- ii. Indian Worker who had permanently migrated to a foreign country & subsequently obtained its citizenship without having Aadhaar
- iii. Citizens of Nepal and subjects of Bhutan who fall within the definition of employee and work for and are on the rolls of an establishment covered under the EPF&MP Act but do not reside in India and consequently do not possess Aadhaar.

3. Though UAN has to be necessarily generated for the above members in case they do not already possess an UAN, the requirement of seeding of Aadhaar with UAN is dispensed with, due to their inability to get Aadhaar now.

4. Accordingly, physical claims need to be accepted from these members and processed for final settlement duly verifying the genuineness of the member based on alternate IDs, i.e. Passport in case of International Workers or Citizenship Identification Certificate/Document for Nepalese and Bhutanese workers, PAN, Bank Account, etc. duly ensuring their eligibility for the benefits. Due diligence may be exercised in these cases, duly recording the details of verification carried out and approval to process such cases may be obtained from the OIC in an e-office file to be maintained for this purpose.

[This issues with the approval of CPFC]

**Yours faithfully,**



**(G R Suchindranath)**  
**ACC(F&A)**