



EAST INDIA PHARMACEUTICAL WORKS LIMITED

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18th April, 2023

CIRCULAR

Subject: Submission of Online 'Joint Option Form' under Para 11(3) and Para 11(4) of the Employees' Pension Scheme, 1995 (EPF-95) as per direction of Hon'ble Supreme Court Judgement dated 4th November, 2022

This is in reference to the judgment of the Hon'ble Supreme Court regarding Employees' Pension Scheme - 1995 (EPS-95) passed in SLP No. 8658-8659 of 2019 titled EPFO - vs - Sunil Kumar B. & Ors. Etc. In this judgement, Supreme Court has ordered EPFO to issue guidelines for implementation of the direction issued by the Hon'ble Court. In this regard EPFO has issued circular nos. Pension/2022/54877/15149 dated 29.12.2022 and Pension/2022/56259/16541 dated 20.02.2023.

As per the circular, EPFO has given the following directions:

All the employees who were in service prior to 01.09.2014 and continued to be in service on or after 01.09.2014 as well as all the employees who were in service prior to 01.09.2014 and retired on or after 01.09.2014 but could not exercise joint option under erstwhile proviso to para 11(3) of EPS-1995, may apply for exercising the Joint option Online through the EPFO Portal.

Instructions to fill in the online application form are attached below for the convenience of the members. All employees who wish to exercise the option may kindly proceed with the application process at the earliest.

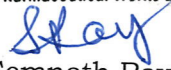
Members may kindly note that the last date for submitting the online form is 3rd May, 2023. Further, note that due to non-availability of PF records prior to 31.03.2001, the Company can make available contribution details of the eligible members from 31.03.2001 onwards. Members may consider the same before making the online application.

Also, members are requested to e-mail the copy of the acknowledgement to pf@eastindiapharma.org for records.

For **East India Pharmaceutical Works Limited**



For East India Pharmaceutical Works Ltd.


Somnath Ray
Chief Financial Officer
Authorised Signatory

Encl.: As above

Copy forwarded for information and necessary action to Head office, Factory(ies), all Branches and Depots.

STEPS TO BE FOLLOWED FOR FILLING THE ONLINE JOINT OPTION

Step 1: Log in to <https://unifiedportal-mem.epfindia.gov.in/memberinterface/>


Step 2: Click on [Pension on Higher Salary: Exercise of Joint Option under para 11\(3\) and para 11\(4\) of EPS-1995 on or before 3rd May 2023 NEW](#) option under the Important Links. (See below)

The screenshot displays the 'Member Home' page of the Employees' Provident Fund Organisation (EPFO) of India. The page features the EPFO logo and the text 'EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA' and 'MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA'. A large 'G20' logo with the text 'भारत 2023 INDIA' and 'वसुधैव कुटुम्बकम्' (ONE EARTH • ONE FAMILY • ONE FUTURE) is prominently displayed. On the right, there is a login section titled 'Universal Account Number (UAN) MEMBER e-SEWA' with fields for UAN, Password, and a Captcha. Below the login section, there are three main sections: 'Dear EPF Members !!', 'Benefits of Registration', and 'Important Links'. The 'Important Links' section contains a link titled 'Pension on Higher Salary: Exercise of Joint Option under para 11(3) and para 11(4) of EPS-1995 on or before 3rd May 2023 NEW', which is highlighted with a yellow circle and a 'Click Here' button. Other links in the 'Important Links' section include 'Pension on Higher Salary: Online application'.

Step 3: Click on the 'Click here' option available on the next page. (Refer below)

Unified Member Portal / Pension On Higher Wages

Exercise of joint option for the Employees who were in service prior to 01.09.2014 and continued to be in service on or after 01.09.2014 but could not exercise joint option under erstwhile proviso to para 11(3) of EPS-1995

[Click Here](#) 

INSTRUCTIONS FOR UAN BASED

The following information being entered should be as per EPFO records

1. UAN of member
2. Member's Aadhaar number, Name and Date of birth should be as available in EPFO records.

<https://unifiedportal-mem.epfindia.gov.in/memberInterfacePohw/no-auth/pensionOnHigherWages/uan/hor>

Step 4: Fill in the details as shown below and validate using OTP received on the mobile number.

Registration request for exercising of Joint options under para 11(3) and 11(4) of EPS-1995 Home

1

2

3

4

GET AUTHORIZATION
PIN

VALIDATE USER

SUBMIT APPLICATION

ACKNOWLEDGEMENT
NUMBER GENERATED

An OTP has been sent on your Aadhaar linked mobile : *****4385

UAN	<input type="text"/>
Name	<input type="text"/>
Date of Birth	<input type="text"/>
AADHAAR	XXXX XXXX 5774
Aadhaar Linked Mobile Number	XXX XXX 4385
Enter OTP*	<input type="text" value="Enter OTP"/>

Validate OTP

Cancel ↶

Step 5: After OTP validation, check the pre-filled data and proceed to fill in the e-mail ID, Aadhaar linked Bank Account Number and IFSC Code.

Member Details			
Email Id *	<input type="text" value="@GMAIL.COM"/>		
Aadhaar Linked Bank Account Number *	<input type="text"/>	IFSC Code *	<input type="text"/>
Joint Option & Contribution Details			
Whether employer's contribution was received on wages exceeding statutory wage ceiling of ₹5000 in EPF prior to 01.06.2001 from the day his salary exceeded ₹5000? (applicable only if date of joining is prior to 01.06.2001) *		<input type="radio"/> Yes <input type="radio"/> No	
Whether Employer's contribution was received on wages exceeding statutory wage ceiling of ₹6500 in EPF prior to 01.09.2014 from the day his salary exceeded ₹6500? (applicable only if date of exit is on or after 01.06.2001) *		<input type="radio"/> Yes <input type="radio"/> No	
Whether member wants to use accumulation available in his / her PF account for payment of due contribution for this option? *		<input type="radio"/> Yes <input type="radio"/> No	
Whether member is giving undertaking to deposit the contributions along with interest due till date of payment through his last employer [only when PF account has no/insufficient balance]? *		<input type="radio"/> Yes <input type="radio"/> No	
Declaration			
1. I hereby declare that I have read and understood the Judgement in SLP (C) No.8658- 8659 of 2019 dated 04-11-2022 of the Hon'ble Supreme Court and I am exercising this joint option in terms of the directions contained in the said judgement.			

Step 6: Select the Joint Option & Contribution Details as under:

- Whether employer's contribution was received on wages exceeding statutory wage ceiling of Rs. 5,000/- in EPF prior to 01.06.2001 from the day his salary exceeded Rs. 5,000? [Select **NO**]
- Whether employer's contribution was received on wages exceeding statutory wage ceiling of Rs. 6,500/- in EPF prior to 01.09.2014 from the day his salary exceeded Rs. 6,500? [Select **YES**]
- No attachment needs to be attached to the next field.
- Whether member wants to use accumulation available in his / her PF account for payment of due contribution for this option?
For retired member: Select **NO**;
For existing members: Select **YES**.

Members selecting YES need to mention the PF available balance (as on date of filing of application) in the application. Please upload relevant documentary proof such as Account Slip / pages of the Passbook etc. to the designated attachment field.

Note: PF balance includes both Employers' and Employees' Contribution Balance.

- e) Whether member is giving undertaking to deposit the contributions along with interest due till date of payment through his last employer [only when PF account has no/ insufficient balance]?
For retired member: Select **YES**;
For existing members: Select **NO**.

Exception: Members who does not have sufficient PF balance, select YES

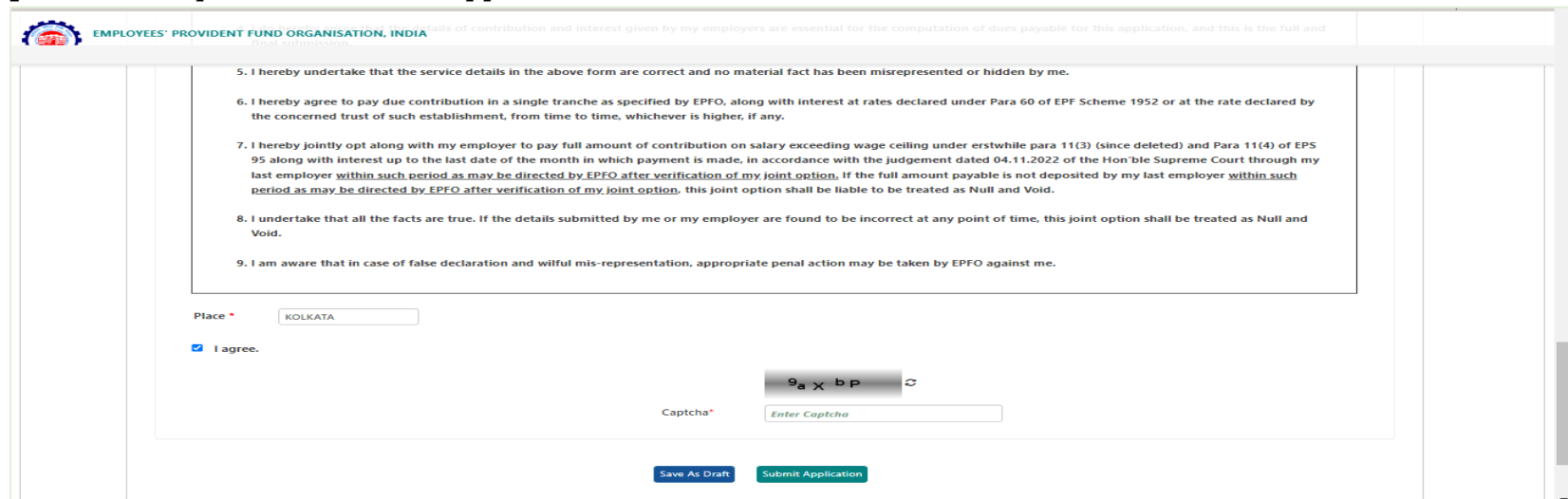
Members selecting YES needs to attach a copy of the PF passbook in 'Please upload relevant documentary proof' option.

Points to be noted:

1. Attachment must be in PDF format and size of the attachments must not exceed 250KB.
2. The file name of the attachment shall not consist of any space or special characters.

Step 7: Read the Declaration carefully. Enter Place and select the small box near I agree.

Step 8: Enter Captcha and submit Application.



The screenshot displays the EPFO application form. At the top, the EPFO logo and the text "EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA" are visible. The form contains several declaration points:

- 5. I hereby undertake that the service details in the above form are correct and no material fact has been misrepresented or hidden by me.
- 6. I hereby agree to pay due contribution in a single tranche as specified by EPFO, along with interest at rates declared under Para 60 of EPF Scheme 1952 or at the rate declared by the concerned trust of such establishment, from time to time, whichever is higher, if any.
- 7. I hereby jointly opt along with my employer to pay full amount of contribution on salary exceeding wage ceiling under erstwhile para 11(3) (since deleted) and Para 11(4) of EPS 95 along with interest up to the last date of the month in which payment is made, in accordance with the judgement dated 04.11.2022 of the Hon'ble Supreme Court through my last employer within such period as may be directed by EPFO after verification of my joint option, If the full amount payable is not deposited by my last employer within such period as may be directed by EPFO after verification of my joint option, this joint option shall be liable to be treated as Null and Void.
- 8. I undertake that all the facts are true. If the details submitted by me or my employer are found to be incorrect at any point of time, this joint option shall be treated as Null and Void.
- 9. I am aware that in case of false declaration and wilful mis-representation, appropriate penal action may be taken by EPFO against me.

Below the declarations, there is a "Place" dropdown menu with "KOLKATA" selected. A checkbox labeled "I agree." is checked. A captcha image is displayed, and a text input field labeled "Enter Captcha" is provided. At the bottom, there are two buttons: "Save As Draft" and "Submit Application".

The procedure to view and download the EPF Passbook is mentioned below:

1. Visit https://www.epfindia.gov.in/site_en/index.php.
2. Click on the 'e-Passbook' option.

Employees' Provident Fund Organisation, India
Ministry of Labour & Employment, Government of India

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Government of India will pay EPF contribution of both employer and employee (12 percent each) for the next three months so that nobody suffers due to loss of continuity in the EPFO contribution.

This is for those establishments that have up to 100 employees and 90 percent of whom earn under Rs 15,000 monthly wage.

This will benefit about 89 lakh employees and incentivize about 4 lakh establishments to continue their employees on their Provident despite disruption.

Government of India to spend around Rs. 5,000 crore for this purpose.

Establishment Registration KYC Update (Member)
UMANG ECR/Returns/ Payment
Online Claims Member Account Transfer **e-Passbook**
Performance of Establishments Shram Suvidha Common ECR (EPFO/ESIC)

Online Services
➤ Principal Employers-CAIU Portal
➤ Pensioners' Portal ^{New}
➤ TRRN Query Search
➤ International Workers Portal
➤ eKYC Portal

What's New
➤ Notice inviting application for empanelment of Advocates for the block

About Us
• EPFO is one of the World's largest Social Security Organisations in terms of clientele and the volume of financial transactions undertaken. At present it maintains 19.34 crore accounts (Annual Report 2016-17) pertaining to its members.
• The Employees' Provident Fund came into existence with the promulgation of the Employees' Provident Funds Ordinance on the 15th November, 1951. It was replaced by the Employees' Provident Funds Act, 1952. The Employees' Provident Funds Bill was introduced in the Parliament as Bill Number 15 of the year 1952 as a Bill to provide for the institution of provident funds for employees in factories and other establishments. The Act is now the Employees' Provident Funds & Miscellaneous Provisions Act, which extends to the whole of India. The Act and Schemes framed thereunder

Know Your Balance
➤ Give a Missed call to 01122901406
➤ SMS EPFOHO<UAN><PAN> to 7738299899

3. Enter UAN, password, and captcha details.

4. Then click on 'Login'.



The screenshot shows the EPFO Website login interface. At the top, there is a header with the EPFO logo, the text "Employees' Provident Fund Organisation, India", and the Ministry of Labour & Employment, Government of India. A technical help banner is also present. The main content area is divided into two sections. On the left, under the heading "Log-In to View Passbook", there is a login form with fields for "User Name" (containing "UAN"), "Password" (containing "password"), and a "Captcha" field (containing "xa0vV"). A "Login" button is at the bottom of the form. On the right, under the heading "Important", there is a list of five points regarding the passbook facility. At the bottom, a footer states "Designed, Developed and Hosted by: [ADC], Employees' Provident Fund Organisation, India".

EPFO Website Technical Help : 18001-18005 (Toll Free) -Timing : 9:15 AM to 5:45 PM Ver 1.0

Employees' Provident Fund Organisation, India
Ministry of Labour & Employment, Government of India

Log-In to View Passbook

User Name :

Password:

Captcha :

Login

Important

1. This facility is to view the Member Passbook for the members registered on the Unified Member Portal.
2. Passbook will be available **after 6 Hours** of registration at Unified Member Portal.
3. Changes in the credentials at Unified Member Portal will be effective at this Portal after **after 6 Hours**.
4. Passbook will have the entries which has been reconciled at the EPFO field offices.
5. Passbook facility not be available for the Exempted Establishments Members / Settled Members / InOperative Members.

Designed, Developed and Hosted by: [ADC], Employees' Provident Fund Organisation, India

5. On the next page, the Member ID of the employee will be displayed. In case the employee has various Member IDs, all of them will be displayed on the screen.

6. Click on the Member ID of which the PF statement is to be downloaded.



The screenshot shows the EPFO Website member ID selection interface. At the top, there is a header with the EPFO logo, the text "Employees' Provident Fund Organisation, India", and the Ministry of Labour & Employment, Government of India. A technical help banner is also present. The main content area is divided into two sections. On the left, under the heading "Select MEMBER ID to View PassBook", there is a text box containing "GNNGN". On the right, there is a "Logout" button. Below the main content area, there is a "Note :-" section with a list of five points regarding the passbook facility. At the bottom, a footer states "Designed, Developed and Hosted by: [ADC], Employees' Provident Fund Organisation, India".

Welcome : Technical Help : 18001-18005 (Toll Free) -Timing : 9:15 AM to 5:45 PM Logout

Employees' Provident Fund Organisation, India
Ministry of Labour & Employment, Government of India


Select MEMBER ID to View PassBook

Note :-

1. This facility is to view the Member Passbook for the members registered on the Unified Member Portal.
2. Passbook will be available **after 6 Hours** of registration at Unified Member Portal.
3. Changes in the credentials at Unified Member Portal will be effective at this Portal after **after 6 Hours**.
4. Passbook will have the entries which has been reconciled at the EPFO field offices.
5. Passbook facility not be available for the Exempted Establishments Members / Settled Members / InOperative Members.

Designed, Developed and Hosted by: [ADC], Employees' Provident Fund Organisation, India

7. Once the member clicks on the Member ID, all details of the PF account will be displayed such as the name of the organisation, name of the employee, where the office is located, the share of the employer and the employee, and the contribution made towards the Employees' Pension Scheme (EPS) account.
8. The member will be able to download the PF statement in the PDF format as well as take a print out of the statement.




कर्मचारी भविष्य निधि संगठन

(कर्म एवं रोजगार विभाग, भारत सरकार)

EMPLOYEES' PROVIDENT FUND ORGANISATION

(Ministry of Labour & Employment, Govt. of India)



सदस्य पासबुक / Member Passbook

स्थापना आईडी / नाम	Establishment ID/Name	GNGGN LIMITED	/	PRIVATE
सदस्य आईडी / नाम	Member ID/Name	GNGGN	/	KUMAR
कार्यालय का नाम	Office Name	(RO)GURGAON		
कर्मचारी शेयर	Employee Share	9,000.00		
नियोक्ता शेयर	Employer Share	2,750.00		

विवरण Particulars	जमा Deposit		निकासी Withdrawal		पेंशन अन्वदान / Pension Contribution
	कर्मचारी शेयर Employee Share	नियोक्ता शेयर Employer Share	कर्मचारी शेयर Employee Share	नियोक्ता शेयर Employer Share	
OB Int. Updated upto 31/03/2017	0	0			0
Cont. For 052017	1,800	550			1,250
Cont. For 062017	1,800	550			1,250
Cont. For 072017	1,800	550			1,250
Cont. For 082017	1,800	550			1,250
Cont. For 092017	1,800	550			1,250
Grand Total	9,000	2,750	0	0	6,250

For downloading the e-passbook:

Members who are not able to login due to unavailability of Password may reset password by following the below mentioned steps:

1. Log in to <https://unifiedportal-mem.epfindia.gov.in/memberinterface/> and click on the **'Forgot Password'** option.
2. Enter your Universal Account Number (UAN) and verify it with the given captcha
3. Enter your name, date of birth and gender and click on **'Verify'**
4. Enter the captcha code, your Aadhaar number, give consent and click on **'Verify'**
5. Now verify your registered mobile number on which OTP will be sent
6. Submit the OTP that you have received on the registered mobile number. You will be redirected to the password reset page
7. Enter the new password and click on **'Confirm'**