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कर्मचारी भविष्य निधि संगठन

Employees' Provident Fund Organisation

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

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

मुख्य कार्यालय / Head Office

भविष्य निधि भवन, 14, भीकाएजी कामा प्लेस, नई दिल्ली - 110 066.

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No: Manual/Amendment/2011 / 13437 Date: 20 SEP 2017

To

All Addl. CPFC (HQ/Zone),
Regional P.F. Commissioners-incharge of
Regional Offices.

Subject: Introduction of Composite Declaration Form (F-11)

Sir,

The Central Provident Fund Commissioner by exercising the powers conferred under para 36(7) read alongwith the provisions of para 34 and 57 of EPF Scheme, 1952 and para 24 of Employees' Pension Scheme, 1995 has ordered the introduction of Composite Declaration Form (F-11) by replacing the existing New Form-11 and the same is enclosed as Annexure.

Yours faithfully,

Udita

(Udita Chowdhary)
Addl. Central P.F. Commissioner (F&A)

Encl: As above

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No: Manual/Amendment/2011 Date: 20.09.2017

ORDER

Introduction of New Form 11

The Employees' Provident Fund Organization has embarked upon next phase of e-governance reforms with a view to make its services available to its stakeholders. EPFO has recently introduced a single page Composite Claim Form (Aadhaar/Non-Aadhaar) and Composite Claim Form for death cases by replacing multiple forms for settlement of claims.

2. In exercise of powers conferred under para 36(7) read alongwith the provisions of para 34 and 57 of EPF Scheme, 1952 and para 24 of Employees' Pension Scheme, 1995, the introduction of Composite Declaration Form (F-11) is ordered with immediate effect by replacing the existing New Form-11.

3. The Composite Declaration Form will also replace Form No. 13 in all cases of auto transfer vide order No. Manual/Amendment/2011/13326 dated 20.09.2017.

(Dr. V.P. Joy)
Central Provident Fund Commissioner

Encl: Composite Declaration Form-11

www.epfindia.gov.in

Composite Declaration Form -11

(To be retained by the employer for future reference)

EMPLOYEES' PROVIDENT FUND ORGANISATION

Employees' Provident Funds Scheme, 1952 (Paragraph 34 & 57) &
Employees' Pension Scheme, 1995 (Paragraph 24)

(Declaration by a person taking up employment in any establishment on which EPF Scheme, 1952 and /or EPS, 1995 is applicable)

1	Name of the member	
2	Father's Name ☐ Spouse's Name ☐	
3	Date of Birth: **(DD / MM / YYYY)**	
4	Gender: (Male/Female/Transgender)	
5	Marital Status: (Married/Unmarried/Widow/Widower/Divorcee)	
6	(a) Email ID: (b) Mobile No.:	
7	**Present employment details:** Date of joining in the current establishment (DD/MM/YYYY)	
8	**KYC Details:** (attach self attested copies of following KYCs)	
	a) Bank Account No. : b) IFS Code of the branch:	
	c) AADHAR Number	
	d) Permanent Account Number (PAN), if available	
9	Whether earlier a member of Employees' Provident Fund Scheme, 1952	**Yes / No**
10	Whether earlier a member of Employees' Pension Scheme, 1995	**Yes / No**

11 **Previous employment details: [if Yes to 9 AND/OR 10 above] – Un-exempted**

Establishment Name & Address	Universal Account Number	PF Account Number	Date of joining (DD/MM/ YYYY)	Date of exit (DD/MM/ YYYY)	Scheme Certificate No. (if issued	PPO Number (if issued)	Non Contributory Period (NCP) Days

12 **Previous employment details: [if Yes to 9 AND/OR 10 above] – For Exempted Trusts**

Name & Address of the Trust	UAN	Member EPS A/c Number	Date of joining (DD/MM/ YYYY)	Date of exit (DD/MM/ YYYY)	Scheme Certificate No. (if issued	Non Contributory Period (NCP) Days

13	a) **International Worker:**	**Yes / No**
	b) If yes, state country of origin (India/Name of other country)	
	c) Passport No.	
	d) Validity of passport [(DD/MM/YYYY) to (DD/MM/YYYY)]	

UNDERTAKING

1) Certified that the particulars are true to the best of my knowledge.
2) I authorize EPFO to use my Aadhar for verification/authentication/e-KYC purpose for service delivery.
3) Kindly transfer the funds and service details, if applicable, from the previous PF account as declared above to the present P.F. Account as I am an Aadhar verified employee in my previous PF Account.*
4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date:
Place:

Signature of Member

DECLARATION BY PRESENT EMPLOYER

A. The member Mr/Ms/Mrs ..... has joined on ..... and has been allotted PF No. .....and UAN.....

B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995:

- **Please Tick the Appropriate Option:**

The KYC details of the above member in the UAN database

- ☐ Have not been uploaded
- ☐ Have been uploaded but not approved
- ☐ Have been uploaded and approved with DSC/e-sign.

C. In case the person was earlier a member of EPF Scheme, 1952 and EPS, 1995:

- **Please Tick the Appropriate Option:-**
  - ☐ The KYC details of the above member in the UAN database have been approved with E-sign/Digital Signature Certificate and transfer request has been generated on portal.
  - ☐ The previous Account of the member is not Aadhar verified and hence physical transfer form shall be initiated.

Date:

Signature of Employer with Seal of Establishment

*Auto transfer of previous PF account would be possible in respect of Aadhar verified employees only. Other employees are requested to file physical claim (Form-13) for transfer of account from the previous establishment.