# **Steps for EPS-95 enhanced pension-filling forms**

#### For retired employees:

- Go to site sahyog.bokarosteel.in. It is a desktop version.
- Go to EPS-95 tab
- · Click on 'employer's certificate' and download it.
- To download Employee's undertaking, Click on 'employee's undertaking' and login with staff no. and date of birth.
- Enter your mobile no., email id, PPO no., and current address. Click on submit. Data once submitted, cannot be reset.
- · An undertaking will be generated, download it,
- Print both employer's certificate and employee's undertaking, sign it, to upload at EPFO website.
- Then go to EPFO site at the URL https://unifiedportal-mem.epfindia.gov.in/memberinterface
- Click on exercise of joint option
- Put UAN, Name as per UAN/Aadhaar, Date of Birth as per UAN, Aadhaar Number, Mobile number Linked to Aadhaar, then Click Get OTP.
- Click on validate OTP
- Tick the Check Box under Disclaimer
- Details will get auto Populated, optional details which are blank, if available with Employee
  can be also filled, put personal email ID & <u>Aadhaar</u> linked Bank Account Number and IFSC
  Code.
- Click YES in point 1, 2&4. Upload employer's certificate in Point 1 & 2, Click NO in point 3, and upload 'undertaking' in point 4.
- Enter Place & click 'I agree'. Enter Captcha and click 'Submit application'.

#### Note:

Please make sure all these formalities have to be completed by 17.04.2023.

# **For EPS 95 – For Ex-Employee** login to Sahyog.bokarosteel.in



# Click to EPS 95



Login screen for ex employee User name- Staff no Password-DOB (date of birth)

Log In		
USERNAME[STAFF NUMBER]		
Usemame		Welcome to EPS Login
PASSWORD [D.O.B IN DDMMYYYY]		Page
Password	۲	Please use your Staff number as username and you Date of Birth as per BSL records as your password
Login		
Return to Home Page		

# Enter your Staff number as username and dob in DDMMYYYY format as password (no hyphen or slashes)



# Menu has Circular, employer's certificate, employee's undertaking



# Enter Mobile no. Email-id ,PPO no. & Current Address



## Data to be save & submit



#### Data once submitted, can't be reset.

# \* Notes

- Case:1 User has logged for the first time he will see a details page to fill for his undertaking with only save button. Once saved both save and submit button will be enabled.
- Case 2: User has logged before and saved his details for undertaking. After login he will see a details page with both save and submit option
- Menu bar for case 1 and case 2:



# \* Notes

- Case 3: User has already submitted the form. When he logs in , he will see the page with filled in annexure-2 for either print or save as PDF.
- Menu bar for case 3:



# Undertaking-self Download as PDF screen shot

Steel Authority Of India Limited Bokaro Steel Plant Annexure-2 UNDERTAKING
ate: 04/04/23 Annexure-2
UNDERTAKING
<ul> <li>Authority of Traines for Bakers Steel Epployees Provident Fund, as Main ADP Building, Total Bream or Steel City, ethand-B27001.</li> <li>SovDaughter/Wiej of Communication Science and Steel Provident Fund (prainization communication) and retired from Steel Authority of India ited as Communication of the Steel City, ethand-B27001.</li> <li>SovDaughter/Wiej of Communication Science, 1995 (Pension scheme) as amended from time-to-time including as it was before the amendment of 2014.</li> <li>I have read and understood the terms of Employees Provident Fund Organization commission or the applicable law and I will be bound by the terms of the Pension scheme and any darket building with interest up to the date of payment with Board of Trustees for Bokaro Steel Employees Provident Fund Organization interest of Pension scheme and any darketsions/inclusions/inclusion gain with the payment to the applicable law and I will be bound by the terms of the Pension scheme and any darket and wind any darketsions/inclusions/inclusion from time-to-time.</li> <li>I undertake and agree to make payment of the due contribution along with interest up to the date of payment with Board of Trustees for Bokaro Steel Employees Provident Fund Organization interre of Pension scheme and any darketsions/inclusions/inclusion/approximation from time-to-time.</li> <li>I undertake and agree to make payment of the due contribution along with interest up to the date of payment with Board of Trustees for Bokaro Steel Employees Provident Fund Organization interre of Pension scheme and any darketsions/inclusions/inclusions/inclusion gain further payments as may be required, upon demand from EPPO or Board of Trustees for Bokaro Steel Employees Provident Fund Organization in terms of Pension scheme and any darketsions / inclusions/inclusion gary further payments as may be required, upon demand from EPPO or Board of Trustees for Bokaro Steel Employees Provident Fund Organization in relation to the payin day or demu.</li> <li>A nas where SALL is requ</li></ul>

## Download - Employer Certificate





Annexure-1

Certificate in lieu of permission required under clause 26(6) of the EPF scheme, 1952

This certificate is being issued to the employees/ex-employees of Steel Authority of India Limited, Bokaro Steel Plant, as per the requirement mandated vide EPFO Circular No. Pension/2022/56259/16541 dated 20<sup>th</sup> February, 2023.

As per clause 6(vii) of the circular, members are required to submit the proof of remittance of employer's share in Provident Fund on higher wages exceeding the prevalent wage ceiling and proof of joint option under Para 26(6) of EPF Scheme.

Board of Trustees for Bokaro Steel Employees Provident Fund is an exempted Provident Fund Trust received exemption under Para 27A of the EPF & MP Act 1952 and the rules of PF Trust is duly approved by the EPFO.

We hereby certify that the employees/ex-employees of SAIL, Bokaro Steel Plant are/were members of the Board of Trustees for Bokaro Steel Employees Provident Fund, an exempted Provident Fund Trust received exemption under para 27A of the Employees Provident Fund Scheme, 1952.

As per the approved rules of the Board of Trustees for Bokaro Steel Employees Provident Fund, (Relevant Rules governing the membership, contribution by members and contribution by employer are: Rule 8(a), 15(a), 15(b) and 16(a)) employer and employee have been contributing to Provident Fund on full/actual wages (salary ever since the employee becoming a member of the Fund. It is further certified that inspection charges are being paid on actual wages and accounts of Board of Trustees for Bokaro Steel Employees Provident Fund are being audited by EPFO, from time to time.

SAIL, Bokaro Steel Plant employees are, therefore fulfilling criteria stipulated by EPFO circular dated 20.02.2023 and are eligible for exercising option for higher pension. This certificate is being submitted as a proof for remittance of employer's share in Provident Fund on higher wages exceeding the prevalent wage celling and proof of joint option under Para 26(6) of Employees' Provident Fund Scheme, 1952 to enable the members to submit their option for higher pension.

> For & on behalf of Board of Trustees for Bokaro Steel Employees Provident Fund

(Vinod Kumar) (Trustee-Secretary)

STEEL EMPLOYEES PROVIDENT TONO

Place: Bokaro Steel City Date:29<sup>th</sup> March,2023

# \* Note

- Download Employer's certificate & Employee's Undertaking and Save it .
- Print and sign the above documents for later uploading at EPFO site.

# **Print Screenshot:** when using print option users are requested to change two options:

1) Set Margins to minimum in page setting



# 2) print headers and footers and set paper size to A4 if not selected already.

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O D https	s://bokarosteel.in/sahyog/eps95/print_annex2.php	<sup>ය</sup>	ව	
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# **Process at EPFO site**

- After downloading the forms, go to EPFO website at the below mentioned link:
- URL for Application for validation of joint option https://unifiedportalmem.epfindia.gov.in/memberinterface/

# Click on the link where 'NEW' is flashing



# On clicking the URL, below page will appear-



EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

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

O The following information being entered should be as per

EPFO records

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

Member should have a valid Aadhaar linked mobile number which is as per UIDAI records.

#### Put UAN, Name as per UAN/Aadhaar, Date of Birth as per UAN, Aadhaar Number, Mobile number Linked to Aadhaar, then Click Get OTP

0	2	3	4
Get Authorization Pin	Validate User	SUBMIT APPLICATION	Acknowledgemi Number Generat
	UAN *	Enter UAN	
	Name *	Enter Name	
	Date of Birth *	DD/MM/YYYY	
	AADHAAR *	Enter Aadhaar	
	Aadhaar Linked Mobile Number *	Enter Aadhaar linked mobile	
		<sup>6</sup> r <sub>B</sub> d <sup>Z</sup> C	
	Captcha*	Enter Captcha	
scheme.	my consent for OTP based Aadhar authentication for establishing 1 के पैरा 11(3) और 11(4) के तहत संयुक्त विकल्प के सत्यापन के उद्देश्य से		

# **Enter OTP and Click Validate OTP**



# **Tick the Check Box under Disclaimer**



Details will get auto Populated, optional details which are blank, if available with Employee can be also filled, put personal email ID & Aadhaar linked Bank Account Number and IFSC Code -

	UAN Name		AADHAAR Date Of Birth		XXXX XXXX 5439	
	Gender	MALE	Father's/Spouse Na			
	Asdhaar Linked Mobile Number	XXX XXX 5658	PPO Number (If an		N.A.	
	FPO Date	N.A.	EDFO Regional Offi	ce by which PDO was issued	N.A.	
	ter eg Details					
	Email Id *	Enter Empil M	Enter Empit M			
	Aadhaar Linked Bank Account Number *	Bonk Account Number		iPSC Code *	IFSC Code	
	1				1	
Entor Andh	aar linked Bank	_				
	nt Number	)				
ALLOU	in Number			(	Enter IFSC	code

#### Click 'Yes' in point 1,2 and 4 option. Upload 'employer's certificate' in Point 1 & in point 2. Click 'No' in point 3. Upload 'employee's Undertaking' in point 4.

ember Details				
Email Id *	Enter Email Id			
Aadhaar Linked Bank Account Number *	Bank Account Number	IFSC Code *	IFSC Code	
Int Option & Contribution Details				
Whether employer's contribution was received on wages prior to 01.06.2001) *	s exceeding statutory wage ceiling of ₹5000 in IPF prior to 01.06.2005 from the day his salary exceeded ₹5000?	(applicable only if date of joining is	🖷 Yes 🔘 No	Upload
Please attach permission under para 26(6) of EPF Scheme	<ol> <li>Only PDF file of size up to 250 KB is allowed.</li> </ol>		Browse No file selected.	
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 01.06.200) *				J Upl
Please attach permission under para 26(6) of EPF Scheme	<ol> <li>Only PDF file of size up to 250 KB is allowed.</li> </ol>		Browse No file selected.	
Whether member wants to use accumulation available in	n his / her PF account for payment of due contribution for this option? *		🔾 Yes 🛞 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]? *			🖲 Yes 🔘 No	Upload Em
Please upload relevant documentary proof * Only PDF	file of size upto 250 KB is allowed.		Browse No file selected.	
eclaration				
28				

# **General Declaration**



## Enter Place & click 'I agree'. Enter 'Captcha' and click 'Submit application'





# Thank you



(Prepared by Personnel-Final Settlement Cell)