



Step by Step Procedure to submit the online application for higher pension

- 1. Click on https://unifiedportal-mem.epfindia.gov.in/
- 2. Click on the flash "Pension on higher salary Online application of joint option"



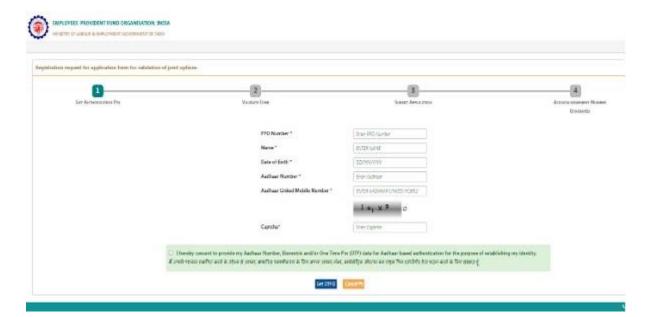
3. Click on: Application Form for validation of the joint option:



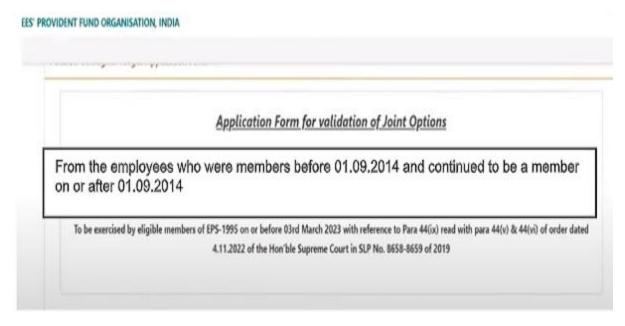
4. Click on "Validation of joint option for the employees who were members before 01.09.2014 and continued to be a member on or after 01.09.2014



5. Enter the details: -PPO No. (if applicable), Name, Date of Birth, Aadhar No., Aadhar linked Mobile Number, Captcha & tick on the declaration box. Get OTP.



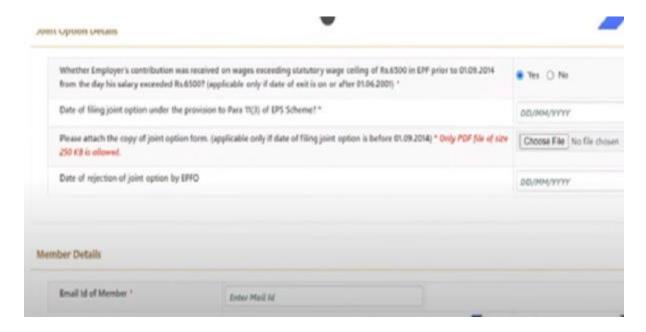
6. The Application Form will be displayed:



7. Click on Disclaimer: – I have gone through Supreme Court Judgment dated 04.11.2022 and I am registering the application in terms of the directions contained in the said judgment. I undertake that the pension will be calculated subject to a formula determined under the scheme.



8. Provide member's detail such as mobile number, and e-mail, and attach the Joint Option Form. & undertaking by the trust (in case of exempted establishment)

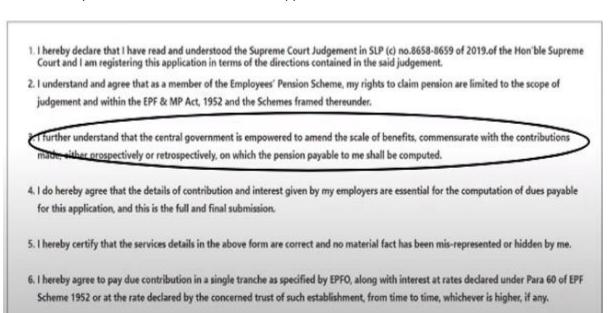


9. Provide the contribution Details:

- (i) Whether the member wants to use accumulation available in his /her PF account for payment of due contribution for this option
- (ii) Whether the member is giving the undertaking to deposit the contribution along with interest due till the date of payment through his last employer (only when the PF account has insufficient balance)
- (iii) Attach other documentary evidence as per Para 6(vii) of the circular dated 20.03.2022 i.e. Proof of remittance of employer's share in PF on higher wages etc.



10. Read carefully the declaration and submit the application: –





- 11. The manner in which Joint Application Form will be dealt with the Regional PF Commissioner: Para 7 of the circular dated 20.02.2023 prescribed the following manner in which joint Application Form will be dealt with the RPFC (Regional Provident Fund Commissioner.
 - Each application will be registered and will be digitally logged and the receipt number will be provided.
 - The employer will be provided separate login credentials and all the employees' applications will land into the employer's login.
 - Employer's verification with a digital signature will be essential for further processing.
 - Post examination of the application by the pension Authorities, the decision shall be intimated to the employee thru email/post and SMS.