


How to Update KYC (Know Your Customer) In UAN on EPFO Portal

Steps to update KYC details:

Step 1: Login to EPFO UAN portal – <https://unifiedportal-mem.epfindia.gov.in/memberinterface/> using your UAN credential and fill up the captcha to log in to the portal .




EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA


MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA


Universal Account Number (UAN)


MEMBER e-SEWA





Dear EPF Members !!





Kind attention Members. Now Aadhaar is mandatory for filing ECR. 





Important notice about EDLI. Click here to read. 




Notification of Section 142 of the Code of Social Security, 2020. Click here to read. 




Important notice about Section 142 of the Code of Social Security, 2020. Click here to read. 


Important notice about Bank Account Linking with UAN. Click here to read 




EPFO NEVER ASKS YOU TO SHARE YOUR PERSONAL DETAILS LIKE AADHAAR, PAN, BANK DETAILS ETC OVER PHONE.




EPFO NEVER CALLS ANY MEMBER TO DEPOSIT ANY AMOUNT IN ANY BANK.




PLEASE DO NOT RESPOND TO SUCH CALLS.




Benefits of Registration




Download/Print your Updated Passbook anytime.




Download/ Print your UAN Card.




NOTE




Members with authenticated Aadhaar and Bank details seeded against their UAN can now submit their PF Withdrawal/Settlement/Transfer claims online.




Important Links



Activate UAN



Know your UAN



UAN

Enter UAN

Password

Password

1 Y i P m

Captcha


Sign in

Reset

Forgot Password

Key in your UAN
Credentials

Step 3: Now, click on select the “KYC” option from the drop-down menu.



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

UAN

AAALogout

HomeViewManageAccountOnline Services

UAN Card

More Info

Alert

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BASIC DETAILS

CONTACT DETAILS

KYC

E-NOMINATION

MARK EXIT

Member Profile

UAN

Name

Birth Date

Gender

AADHAAR

PAN

Bank Account No.

Mobile No.

E-mail

More information

Step 4: After clicking on the “KYC” option, you will be redirected to a new page that will contain a list with different “Document Type” which you need to fill up along with the details.

Add KYC

CLICK ON KYC DOCUMENT TO ADD

BankPANAadhaarPassport

Enter Bank number.
Bank number should contain min. 9 digits.
Enter IFSC Details Enter IFSC codePlease enter valid Bank details and click on **Verify IFSC** for verifying IFSC!

BANK Details

Name as per Bank account :

Bank Account Number :

BANK ACCOUNT NUMBER

Confirm Bank Account Number :

CONFIRM BANK ACCOUNT NO

Bank IFSC :

BANK IFSC

PAN Details

Name as per PAN :

PAN :

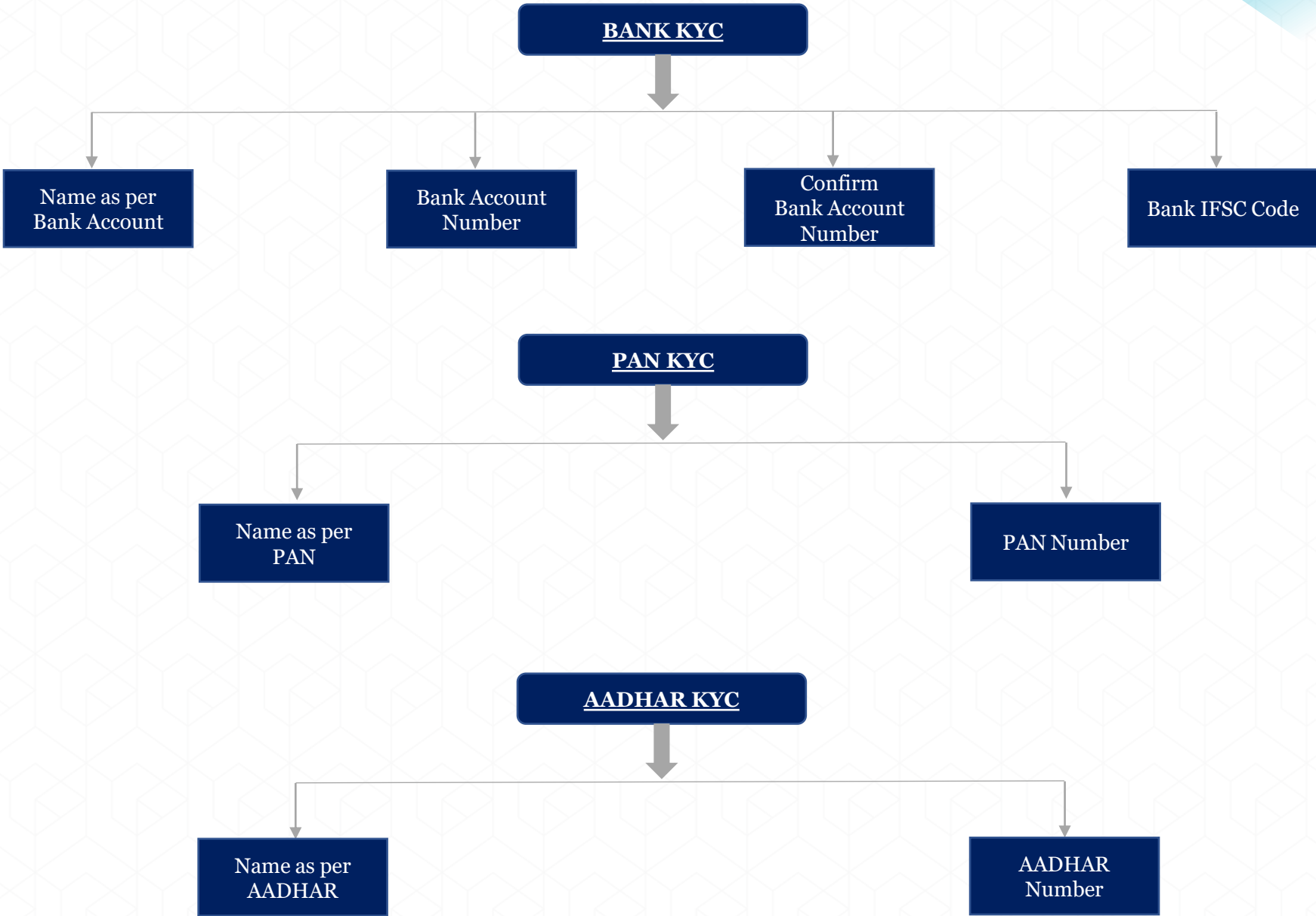
AADHAAR Details

Name as per AADHAAR :

AADHAAR Number :

AADHAR NUMBER OR VID

Step 5: After selecting Document Types , please key in all the details :





Step 6: After updating all the above-mentioned details, click on the “Save” option.

Step 7: After updating the details of your document, the status of your KYC document will be shown under the column named as “KYC Pending for Approval”. After your document has been verified and approved by the employer, the status will be shown under the “Digitally Approved KYC.”

Step 8: After this, you will receive an SMS to confirm the same.

Key Points to Note:

- While filling the details of your KYC document, one has to make sure that there are no discrepancies with regard to the details that you have entered from your KYC documents such as Aadhaar card, Passport, PAN card, driver’s license and so on.
- After you have uploaded your document, the process of approval from your employer will take 2-3 days roughly.

Thank you
