

HINDUSTAN FLUOROCARBONS LIMITED
HYDERABAD

HF/PERS/2023/

Date: 04.04.2023

CIRCULAR

Sub : Online submission of Joint Option Form with respect to EPS 95 pursuant to Hon'ble Supreme Court Judgement Dated: 04.11.2022 – reg.

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As informed by the EPFO authorities vide circular no. Pension/2022/56259/16541 dated: 20.02.2023, the eligible EPS-95 members need to apply for higher wage pension to the EPFO regional office in the form and manner specified therein.

EPFO has now enabled the URL for the same and eligible EPS 95 members need to exercise their option for higher pension in the URL link provided by EPFO on their website.

Employee can submit their joint option form through the following path in EPFO website:

www.epfindia.in »»»»» services »»»»» for employees »»»»» member UAN / online Services (OCS/OTCP) »»»»» Pension on Higher Salary : Exercise of Joint Option under Para 11(3) and Para 11 (4) of EPS 95.

The same can also be accessed directly through the following link :

[https:// unifiedportal-mem.epfindia.gov.in / memberinterfacePohw/](https://unifiedportal-mem.epfindia.gov.in/memberinterfacePohw/)

It may be noted that HFL has submitted physical "Joint Option Form" received from the members to the EPFO, RO-Hyderabad as an advance intimation. However, the physical submission may not be tenable as a legal document, unless option is submitted through the above cited online process. Therefore the eligible EPS 95 members need to exercise their joint option for higher pension in the URL link provided at EPFO website only, and the same is to be digitally signed by the employer also.

EPFO has advised the following documents to be uploaded while submitting the Joint Option Form online, on their website.

a) Permission Letter under Para 26 (6) of EPFO Scheme (PDF file size upto 250 KB is allowed). A certificate of compliance to the Para 26 (6) of the EPF scheme, 1952, is enclosed as Annexure-A.

b) Documentary proof of relevant pages of the Pass Book (PDF file size upto 250 KB is allowed).

Employees may download the Pass Book from EPFO site, as a documentary proof. In case of employees who have withdrawn the amount from EPF / do not have sufficient balance in their EPF account, they need to give an undertaking in the attached format while exercising the joint option.

Further, it is also recommended that members exercising Joint Option should carefully read the declarations / undertakings given by them, which are available while submitting Online Option Form and also any circulars and clarifications as provided by EPFO, till closure date of Joint Option on EPFO site.

As per the EPFO website, the last date for exercising the joint option is 03.05.2023. After exercising the joint option for availing pension on higher wages by eligible EPS 95 members, Employer (HFL) has to verify and validate details in respect of each opting member. Considering the quantum of work involved at HFL' s end as well as the anticipated heavy traffic on EPFO website / URL, this exercise would require considerable time. Hence, it is requested that the employees may submit their Joint Option Form on or before 20.04.2023 in order to complete the submission process through online to EPFO well in advance.

The employees are requested to update the KYC and their password for the EPFO site and their Aadhar card and Aadhar linked mobile phone while exercising the option.

Kindly follow the above instructions and submit through online.


D.NAGESH)
AUTHORISED SIGNATORY
DGM (MATLS/FIN/HR/MKTG)

Joint Option Procedure

Before exercising joint option, EPS members need to ensure that

- Their Aadhaar, Mobile number and PAN are linked with UAN and E nomination is done.

STEP 1

Visit the EPF member home page through the following link

<https://unifiedportal-mem.epfindia.gov.in/memberinterface/>

Enter the UAN and password in the respective fields. If the message coming is password expired change the password.

(This is the preliminary procedure)

STEP 2

For exercising joint option visit the link given below

<https://unifiedportal-mem.epfindia.gov.in/memberInterfacePohw/>

Select **“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 on the click here space.

Then enter the UAN, Date of Birth, Aadhaar, Aadhaar linked mobile number and the Capcha provided on the respective fields. Tick the dialogue box and finally click on get OTP.

Enter the received OTP on the field provided, you will log on to the site for exercising joint option.

You can see the UAN details, Service details and Member details prefilled in the corresponding fields.

STEP 3

In the field marked Joint option & contribution details, you need to answer **four** questions.

1) If your date of joining is prior to 01.06.2001 click **YES** as answer to the first question otherwise click **NO**.

If you clicked Yes supporting document is to be uploaded (Permission in lieu of 26 (6)).

2) Click **Yes** to the second question and upload permission in lieu of 26 (6).

3) If you have sufficient balance in PF account click **Yes** to the third question and upload relevant Pages of passbook/salary slip as documentary proof. If insufficient balance in your PF account click **No**

4) Those who clicked **Yes** to the third question should click **No** to the last question and those who clicked **No** to the third question should click **Yes** to the last question. If your answer is **Yes** to the last question you have to upload an undertaking stating that you are ready to deposit the contributions along with interest due till date of payment through HFL to EPFO.

After this the members can either **submit** the joint option or save it as draft. The option process will be completed once you **submit** it.

*** Ensure that the documents to be uploaded are PDF files of size less than 250 KB**