



NATIONAL FERTILIZERS LIMITED
CORPORATE OFFICE, NOIDA
HR DEPARTMENT

No.NFL/CO/HR/EPS-95/2023/

Dated: 12.04.2023

CIRCULAR

Sub: Online submission of 'Joint Option Form' for higher pension (EPS'95) in pursuance of the Hon'ble Supreme Court's Order dated 4th November, 2022.

This has reference to our Circular of even number dated 28.02.2023 wherein it was informed that the eligible EPS-95 members need to apply to the concerned EPFO Regional Office in the form and manner specified by them for which EPFO would be providing a facility/URL to exercise the Joint Option' for higher pension and the Joint Option will have to be exercised in the time period specified in the Joint Option Form.

Accordingly, EPFO vide Circular dated 17.02.2023 has informed that EPS'95 members, who are eligible for pension on higher wages, are required to exercise their option under Para 11(3) or 11(4) of the EPS-1995 through the link provided at Unified Member Portal Interface of EPFO website with the following URL:-

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

The last date for submission of online Joint Option Form on EPFO Portal/URL is **03.05.2023.**

Subsequent to providing the above link/URL by EPFO, It is bring to the notice of eligible EPS'95 members that the following documents are required to be uploaded on the EPFO Portal while exercising the Joint Option:-

- **'Certificate' in lieu of permission under para 26(6) of EPF Scheme** for contribution on actual wages i.e. more than the prescribed ceiling of Rs.5000/- or Rs.6500/-. This certificate is available on NFL's website which can be downloaded and uploaded on EPFO portal by the eligible EPS'95 members. This certificate needs to be uploaded at both the places i.e. for wages exceeding Rs.5000/- and Rs.6500/- per month where permission under para 26(6) of EPF Scheme is sought to be uploaded.
- **Proof of sufficient balance in PF Account:** On rolls employees can write in the relevant column of the online Joint Option the amount of their PF accumulations and upload their latest PF Statement/PF Member Passbook issued by the employer. Employees who have insufficient balance in their PF account can upload 'Undertaking' (**Annexure-I**) duly signed as per format available on NFL's website.

Ex-employees, who have withdrawn their PF amount and have no balance in their PF account, can write '0' (Zero balance) in the relevant column of the online Joint Option and upload duly signed 'Undertaking' as per format available on NFL's website.

While uploading the above documents it should be ensured that the files are in pdf format and size is maximum 250 KB.

A step by step guide to fill the online Joint Option Form is attached (**Annexure-II**) to facilitate the eligible EPS'95 members

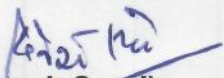


It is also for information of all concerned that exercise of online Joint Option for higher pension is linked to UAN (even for PPO holders) of EPS'95 members. Accordingly, for exercising online joint option on EPFO portal, UAN of eligible EPS members should be linked with Aadhaar and the Mobile Number seeded in Aadhaar.

In case of mismatch in the personal details of EPS'95 members as available with EPFO records and the one available in Aadhaar/PPO, the same needs to be corrected immediately by the concerned EPS'95 members by submitting the Joint Declaration Form (Annexure-I) in physical mode, with HR Head of the concerned Unit/Office from where the member is presently working or from where he/she has separated from the services of NFL. Members are required to submit clear copy of their Aadhaar Card, PAN and PPO (if issued) and Matriculation Certificate or Passport.

It may be noted that NFL has no role in updation of records by EPFO except forwarding the request / Joint Declaration Form of the member to the concerned EPFO. If the correction is not done by EPFO in 20 working days, the concerned member may lodge his/her grievance through EPFIGMS portal of EPFO at <https://epfigms.gov.in/GrievanceMaster> and also follow up with the concerned EPFO for necessary correction. NFL shall not be liable for any delay on the part of EPFO in this regard.

In case, any further information/guidelines are received from EPFO in this regard, the same shall be shared with eligible EPS'95 members.


(Dinesh Sood)
Executive Director (HR)

To
All concerned.

Copy to:

1. All Unit Heads.
2. All HR Heads, Nangal/Bathinda/Panipat/Vijaipur Unit.
3. GM(HR), RFCL, Noida
4. Director (Mktg./Finance/Technical)/CVO, CO, Noida.
5. CM(HR), CMD Secretariat.