



ANDHRA PRADESH STATE CIVIL SUPPLIES CORPORATION LIMITED,
6-3-655/1/A, CS BHAVAN, SOMAJIGUDA, HYDERABAD – AP
APSCSC EPF TRUST

B.PRAKASA RAO.
GENERAL MANAGER(AV&FIN)
SECRETARY (BOT)

CIRCULAR

No.Accts./PF/UAN/2016

Dated: 19.06.2017.

Sub:APSCSCL-UAN-submission of details of all employees and Hamalies for Registration in the UAN member portal in the EPFO website-details called for-Not furnished-instructions issued to upload the details in EPFO Portal--Reg.

Ref:1.This office circular No.63 dated 19.02.2014

2.This office circular No.73 dated 01.08.2014

3.This office circular No.10 dated 05.08.2015,and 26.08.2016 and reminders there on.

The attention of the District Managers are invited to the subject and references cited.

In the circulars issued vide references cited, instructions were issued to all District Managers and Zonal Managers to furnish certain information with regard to the employees and hamalies for onward submission of the same to the Regional Provident Fund commissionerate,Barkatpura,Hyderabad for allotment of Universal Account Number (UAN) to each of the member contributing to Employees Provident fund in accordance with the Government of India guidelines. However the District Managers and Zonal Managers have not furnished the information till date.

The Employees Provident Fund Organization has informed that the activation of Universal Account Number(UAN) is mandatory. In order to activate the UAN based registration in the UAN member portal in the EPFO website the information pertaining to the members are to be provided.

Further it is also to inform that the Names of Hamalies proposed by the D.Ms for newly joining at various points, it is not possible to allot CPF numbers without allotment of U A N as the contributions recovered will not be accepted to credit along with

charges in the EPFO PORTAL resulting it may attract imposing of penalties' by the RPFC.

Hence all the District Managers are requested to Register and upload the KYC data of the Hamalies proposed for joining at the MLS Points in the EPFO Portal duly obtaining the information in the proforma noted hereunder along with Form-11 of each member. The Website address and where KYC details are to be uploaded are noted hereunder for reference.

Proforma for obtaining information.

DISTRICT	MLS POINT	CPF NO.	Name of the Employee/Hamali	Father's name	Date of Birth	Age
1	2	3	4	5	6	7

Date of joining in the scheme	Aadhar number.	PAN Number If available	Savings Bank Account number.	Bank name.	Bank IFS code.	Mobile number.
8	9	10	11	12	13	14

WEBSITE addresses for upload the DATA in EPFO Portal.

OUR EPF TRUST CODE: AP/4566.

<http://unifiedportal.epfindia.gov.in>

User ID:epftrust123 Pass word: Mango@123

Go to MEMBER on the top of the screen. Click the same and upload the data in bulk or individual at your level. Then the same after accepting the information uploaded, The system will forward the same to our end for approval through Digital signature. Then the portal itself allots UAN.

All the District Managers, therefore once again requested to take action as noted above and furnish the information immediately to this office for approval of the same in EPFO Portal for allotment of UAN and CPF Number duly enrolling the members in the

Package. Hard copies of Form-11 shall be furnished for onward transmission to the RPF.

The above instructions shall be followed scrupulously and send the action taken report to this office at the earliest.


GENERAL MANAGER (AV&FIN)/
SECRETARY (BOT)

TO,
All The District Managers
APSCSCL(A.P)TSCSCL(TELANGANA)

Copy to the G.M(AV&FIN)(TELANGANA UNIT) with a request to issue necessary instructions to all the concerned for taking necessary action.

Copy to the G.M(PDS&MKTG)(TELANGANA UNIT

Copy to all Zonal Managers(AP) with a request to take action for implementation of the above at all Districts under your jurisdiction.