

FAQs ON SUBMISSION OF JOINT OPTION FORM ON THE EPFO PORTAL

1) For whom is the current Joint Option for higher pension applicable?

Joint Option is applicable for all BEL employees who were EPS member before 01.09.2014 and continued to be in service on or after 01.09.2014.

2) The following data / fields have to mandatorily match as per EPFO records for enabling submission of form.

- UAN of the employee, employee Aadhar number, employee name and Date of Birth.
- Name, Date of Birth, Gender in UAN record should match with details in Aadhar.
- Employee should have a valid Aadhar linked mobile number for validating the application.

3) Whether exercising the joint option for higher pension for employees exited from EPS-95 membership on or after 01.09.2014 is UAN or PPO based?

Application for Joint Option is UAN-based and not PPO-based.

4) While applying for Joint Option online, the error, 'NO DETAILS FOUND AGAINST UAN' is appearing and system is not allowing to apply online?

Only in those cases where Aadhar is linked to UAN, the Employee / Ex-employee can apply online. In case of error message as above, send mail to bgeps@bel.co.in / gadeps@bel.co.in (as applicable) with details such as - Name, Emp. no. & copy of Aadhar card.

The procedure in each PF Trust is brought out below:

BG PF Trust

In case of name mismatch in UAN and Aadhar, a hard copy of Joint declaration form with copy of Aadhar card, PAN card, school certificate, passport copy etc. is required to be forwarded to respective PF office.

GAD PF Trust

In case of name mismatch in UAN and Aadhar, a hard copy of Affidavit in format of respective Unit HR and Joint declaration form with copy of Aadhar card, PAN Card, School certificate, Passport copy etc. is required to be forwarded to respective PF Office

5) When will my UAN get linked to Aadhar so that I may be able to apply Joint option online?

In all those cases where Joint declaration form along with requisite documents are being submitted to PF office, Employees / Ex-employees will be able to apply online only after the correction of details -

Name, Father's name, Gender, etc. by PF Office (who is the sole authority to incorporate the corrections) which usually takes time.

Employee shall periodically check the status in EPFO website.

6) In 'Service details', what needs to be filled in?

Fill in the details w.e.f. date of becoming member of EPS-95 till the age of attaining 58 years in chronological order (starting from the first membership). Add rows for each Trust (EPS code) and fill in date of entry and exit from that Trust (code).

For e.g. During service in BEL if you were a member of more than one Trust of BEL viz. BG, GAD & MC, separate line for each Trust to be entered. If the member has worked in any other organisation, the service details of such organisation(s) must also be entered.

7) What, if, an Employee / Ex-employee had been working in other organization prior to joining BEL?

All the data, right from the date of becoming member of EPS-95 till the age of 58 years need to be filled online. Hence, in such cases, employee needs to fill in FPF/EPS code of the previous organization/s and subsequent date of joining and exit. In all such cases, employee needs to get the following details from previous organisation(s):

Name of Member

EPS-95 code

Date of Entry

Date of exit

Salary details and rate of PF Interest will also be required, though, at a later stage.

8) What certification needs to be attached under the Para 26(6) for contribution on actual wages under point 1 & 2 of 'Joint Option and Contribution details'?

Attach the Annexure A – Permission Certificate provided by BEL.

9) Where will I get the PF Passbook / Slip for uploading under 'Joint Option and Contribution details'?

On roll Employees and Ex-employees whose balance is available with Trust can download the PF Slip as on 31.03.2023 from ESS / BEL website respectively.

10) Can I use any other format as 'Undertaking to deposit the contributions along with interest due till date of payment'?

No. Both on roll and Ex-employees who are applying for the Joint Option through BEL shall strictly use the format provided by BEL (Annexure-B). No changes to the content are permitted. Any change in the content of the Undertaking will result in rejection of the application.

11) What should be the type and size of the documents to be uploaded?

As per EPFO, only PDF of size 250kb is allowed.

12) Whether additional contribution of 1.16% for salary exceeding Rs. 15,000/- along with interest is payable?

Amount payable by the employees who have opted for higher pension will be advised by EPFO and their decision in this regard is final.

13) In case I apply with wrong details for joint option online at EPFO portal, can I reapply on rejection by employer?

As per the available information, no correction is possible once the application is submitted. Hence, before the final submission, one may first save it as draft and check the entered data, attachments etc. to ensure the correctness of filled in document.

14) While obtaining the non-judicial stamp paper in whose name the same should be purchased.

1st Party : The applicant i.e., Employee (Retired / in service)

2nd Party : The Commissioner, RPFC, Bangalore / The Commissioner, RPFC, Meerut & others

15) If someone is currently in a place other than their Permanent address then what to do.

Under 2. of the affidavit add the highlighted portion:

I, Mr / Mrs / Ms.....Son/Daughter/Wife of, resident of, and has temporarily come down to hereby declare and undertake as follows:

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