

How to do Online transfer using EPF Unified portal?

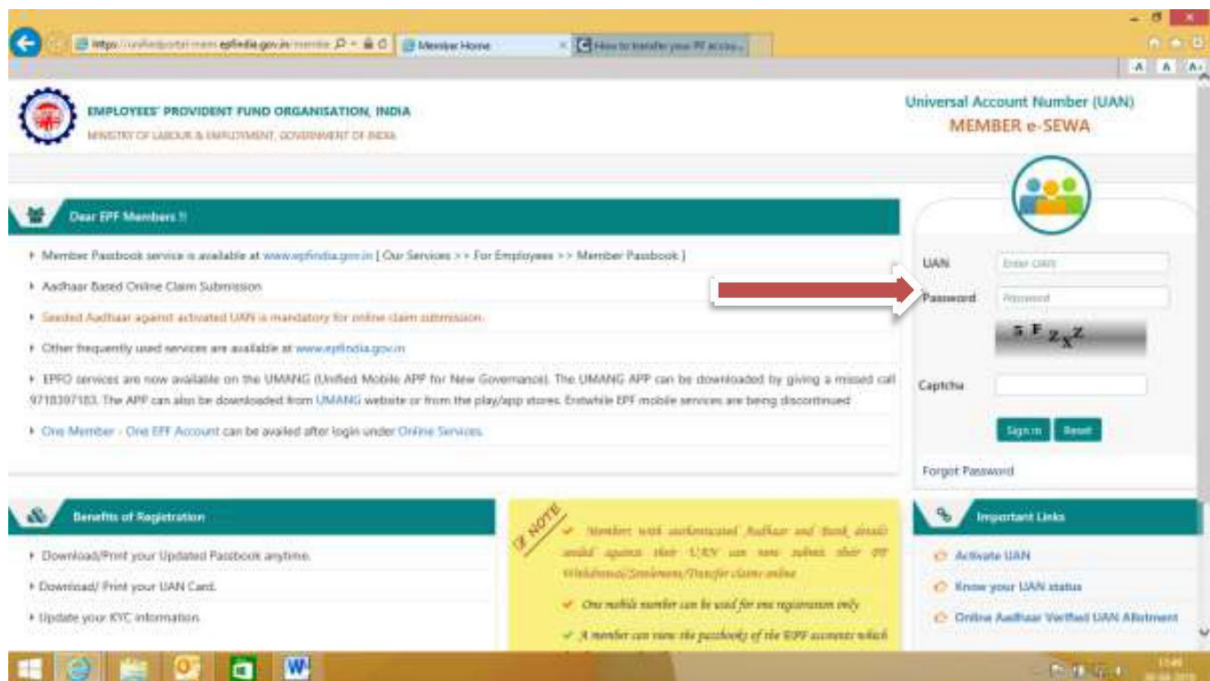
At the first, You should understand who are eligible to transfer EPF online using EPF Unified portal.

1. You must be KYC complied.
2. Those employees whose Aadhaar, Bank Account, Bank IFSC details seeded against their UAN in the Unified portal will only be able to transfer EPF online using EPF Unified portal.
3. However, Aadhaar is not mandatory for submitting an online transfer request.
4. Your date of exit with reasons of exit from the previous establishment should be available in the unified portal.
5. Your date of joining should also be available in the unified portal.
6. Only one transfer request against the previous member ID can be accepted.

How to transfer EPF online using EPF Unified portal?

Now you understood the eligibility conditions for transfer EPF online using EPF Unified portal. Let us move on and try to understand the procedure for the same.

Step 1- Visit [EPF Unified Portal Login Page](#).



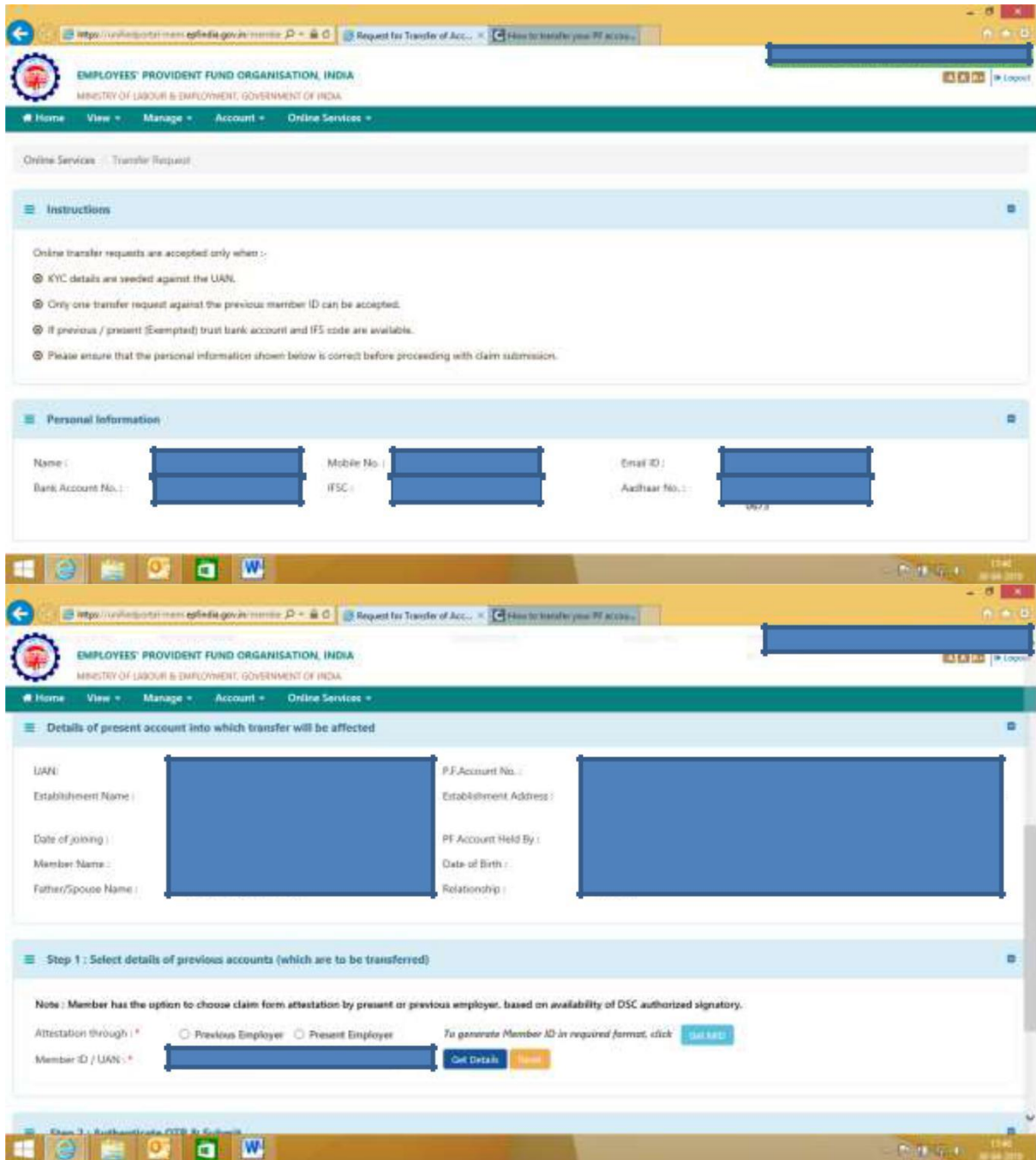
Step 2-Then the home page looks like below. Here, you have to select the option “Online Services”.



Step 3-From the drop-down menu from Online Services, select “ONE MEMBER- ONE EPF ACCOUNT (Transfer Request)”.



Step 4-When you click the “Transfer Request” tab, then you can see your personal information like your name, bank details, contact details and all other stuff. Along with that, you will also the see the latest EPF account to which you want to transfer your old EPF account. The screen looks like below.



Step 5-Now the next step is to select an employer from whom you want the PDF file which you download and about to send to be attested. Either you can choose your current employer or past employer. Along with that you also need to enter UAN number to generate OTP and also the transfer request PDF file.

The screenshot shows the EPFO portal interface. At the top, there is a navigation bar with 'Home', 'View', 'Manage', 'Account', and 'Online Services'. Below this, there are input fields for 'Date of joining', 'Member Name', 'Father/Spouse Name', 'PF Account held by:', 'Date of Birth', and 'Relationship'. The main content area is titled 'Step 1 : Select details of previous accounts (which are to be transferred)'. It includes a note: 'Member has the option to choose claim form attestation based on availability of DSC authorized signatory.' There are two radio buttons for 'Attestation through : *' with options 'Previous Employer' and 'Present Employer'. A 'Member ID / UAN : *' field is present. There are buttons for 'Get Details', 'Next', and 'Get MFI'. A red watermark is visible over the form.

Step 6-Then the next and final step is to enter the OTP you received and click on the tab “Submit”. You are required to submit the signed copy of the transfer claim PDF to the selected employer within a period of 10 days.

This screenshot is identical to the one above, showing Step 1 of the process. The main content area is titled 'Step 2 : Authenticate OTP & Submit'. It includes a note: 'Note : OTP will be sent on UAN registered mobile number.' There are buttons for 'Get OTP', 'Enter OTP', and 'Submit'. A red watermark is visible over the form.

Once you send the online request and also submitted the PDF file to your employer, then the next process is left to your employer and the EPFO.