		with the contributions received)	the contributions received)	
11	**Reason of Leaving EPF/EPS**	EE> ER	EE>ER	ER >DA>APFC

EE- Employee; **ER-** Employer/PRO; **DA-** Dealing Assistant; **AO-** Accounts Officer; **APFC-**Assistant PF Commissioner

In Category C, if the Member Id is without a UAN, the system will check if there is any UAN associated with the given Aadhaar and link the Member Id with that UAN. If there is no UAN associated with the Aadhaar, a new UAN will be generated for the Member Id.

<div align="right">

ANNEXURE-II

</div>

LIST OF ACCEPTABLE DOCUMENTS

S.NO	1. Name, 2. Gender
	Name of Document
1	Passport
2	Death Certificate
3	Birth Certificate
4	Driving Licence
5	Service photo identity card issued by Central Govt./State Govt./ UT Govt./ PSU/ Banks
6	School Leaving Certificate (SLC)/ School Transfer Certificate (TC)/ SSC certificate/Mark Sheet issued by board/ University containing name
7	Bank Pass Book having name and Photograph Cross Stamped by bank official
8	PAN Card/ e-PAN
9	Ration / PDS photo Card
10	Voter ID/ e-Voter ID
11	Pensioner Photo Card
12	CGHS/ ECHS/ / Medi-Claim Card with Photo issued by State/ Central Govts./ PSUs/ Rashtriya Swasthya Bima Yojana (RSBY) Card
13	ST/ SC/ OBC certificate with photograph
14	For Full name/First name change requests: PF Member to submit the Gazette notification of new name along with any supporting document of old name with photograph (Even for 1st instance of the Full name/ first name change)
15	Valid Visa along with Foreign Passport (valid only) issued in case of other Foreign Nationals
16	Freedom Fighter Card having photo
17	Person of Indian Origin (PIO) card or Overseas Citizen of India (OCI) card issued by Government of India
18	Tibetan Refugee Card

S.NO	3. Nationality
	Name of Document
1	Passport
2	Person of Indian Origin (PIO)card issued by Government of India
3	Valid Long Term Visa (LTV) along with Foreign Passport (valid or expired) of origin country issued to minorities communities of Afghanistan, Bangladesh and Pakistan

	namely Hindus, Sikhs, Buddhists, Jain, Parsis and Christians
4	Valid Visa along with Foreign Passport (valid only) issued in case of Foreign Nationals
5	Tibetan Refugee Card
6	Voter ID/ Elector Photo Identity Card (EPIC)
7	Nationality Certificate/ Domicile Certificate
8	Appointment Letter/Offer of Appointment in which Nationality is mentioned
9	Birth Certificate issued by the Registrar of Births and Deaths (only in case where the Nationality is not available in system and now getting updated as INDIAN for members who had acquired citizenship of India by birth and has domicile in India

4. Date of Birth	
S.No	**Name of Document**
1	Birth Certificate issued by the Registrar of Births and Deaths.
2	Marksheet issued by any recognized Government Board or University. School Leaving Certificate (SLC)/School Transfer Certificate(TC)/SSC certificate containing Name and Date of Birth
3	Certificate based on the service records of the Central/State Government Organizations.
4	In the absence of proof of date of birth as above, Medical Certificate issued by Civil Surgeon after examining the member medically and supported with an affidavit on oath by the member duly Notarized.
5	Passport
6	PAN by IT department
7	Central/State Pension Payment Order
8	CGHS/ECHS/ Medi-Claim Card issued by Centre/State/UT Govts./PSU shaving Photo& Date of Birth
9	Domicile Certificate issued by the Government
10	Ration Card/ PDS Card of the member.
11	ESIC Pehchan Card
12	Voter ID Card
13	Photo ID Card containing DOB issued by State or Central Government/ Public Sector Undertaking or any other Government Organization or a Recognized Education Institution
14	Driving Licence

5. Father Name, 6. Mother Name and 7. Spouse Name	
S.NO	**Name of Document**
1	Passport of Member
2	Ration Card/PDS Card of the member
3	CGHS/ECHS/ Medi-Claim Card with photo of member issued by Centre/ State Govts./ PSUs.
4	Pension Card of member
5	Birth Certificate of member issued by Registrar of Birth, Municipal Corporation, other notified Local bodies, Government bodies like Taluk, Tehsil etc.
6	Marriage Certificate of member issued by the Government
7	Photo ID card of member issued by Central/ State Govt likeBhamashah, Jan-Aadhaar, MGNREGA, ARMY Canteen card etc.
9	PAN card of member
10	10th or 12th School Certificate/ Marksheet of the Member bearing father/mother name
11	Driving License of Member
12	Family entitlement issued by Central or State Government
13	Discharge slip/card issued in the name of the mother of the member by a Government Hospital subsequent to the delivery of the child
14	Certificate of identity comprising a photograph issued by a MLA/MP, a gazette officer or municipal counselor on letter head,
15	Department of post issued address card to the member
16	A certificate of identity comprising a photograph and relationship with the head of a family issued by Sarpanch (President) of the Village Panchayat in rural areas to the member

8. Marital Status	
S.NO	**Name of Document**
1	Marriage Certificate issued by the government/Local Bodies like Municipality/ Gram Panchayat
3	Divorce Decree
4	Passport
5	Affidavit on oath by the member duly Notarized
6	Ration Card/PDS Card
7	Voter ID Card
8	Death Certificate issued by the Registrar of Births and Deaths
9	Family Member Certificate issued by Employer on letter head
10	State Government / ECHS/ ESIC/ CGHS Medical Card
11	Pension Card
12	MGNREGA Job Card
13	Certificate of identity comprising a photograph issued by MP/MLA/gazette officer/Municipal Counselor/Sarpanch (President) of the Village Panchayat.

9. Date of Joining	
S.No	**Name of Document**
1	Employee register
2	Attendance register
3	Appointment letter or any other document as establishment maintain under any Central or State Labour Act
4	Letter of establishment on their letter head clearly stating the date of joining and duly signed by Employer or the authorized signatory supported by ECR of the employee during the said period
5	Self Declaration by Employee if matching with the contribution received

10. Reason of Leaving	
S.NO	**Name of Document**
1	Resignation Letter
2	Letter from establishment on their letter head clearly stating the reason of leaving supported by ECR of the employee during the said period
3	Termination letter issued to employee
4	Any document as establishment deems fit to establish exit reason of employee duly signed by the Employer or the authorized signatory of the establishment on their letterhead
5	Death Certificate issued by the Registrar of Births and Deaths
6	Self Declaration by Employee if matching with the contribution received

11. Date of Leaving	
S.NO	**Name of Document**
1	Resignation Letter/Termination Letter
2	Experience certificate or any other document as establishment maintain under any Central or State Labour Act
3	Wage slip/Salary slip/Full and Final letter
4	Letter of establishment on their letter head clearly stating the Date of Leaving and duly signed by Employer or the authorized signatory
5	Death Certificate issued by the Registrar of Births and Deaths
6	Attendance and Wage Register
7	First Information Report in case of missing person presumed to be dead
8	Legal Heir Certificate in case of missing person presumed to be dead
9	Self Declaration by Employee if matching with the contribution received