

**Joint Declaration by the Member and the Employer**

Date: \_\_\_\_\_

To,

The Regional PF Commissioner,

**Sub: Joint declaration by the member and the employer**

Dear Sir,

I, \_\_\_\_\_ am / was an employee / ex-employee of  
 \_\_\_\_\_ furnishing below herewith correct details with aforesaid establishment:

UAN:

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Aadhaar:

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Particulars	As in UAN	Correct
Name		
Father / Husband Name		
PF / EPS Account No.		
Date of Birth (DD/MM/YYYY)		
Date of Joining (DD/MM/YYYY)		
Date of Leaving (DD/MM/YYYY)		

The reason for variation in Name / DOB is explained in the employer's forwarding letter dated \_\_\_\_\_. I am also enclosing herewith self-attested copy of ID proof (PAN card / Aadhar card - the same is approved in KYC). The same is attested by the Employer / Ex-employer.

**\*Aadhar should be approved in KYC for Member Name & DOB corrections.** If for any reason Aadhar is not seeded, reason for the same should be mentioned in the forwarding letter.

An early action in this regard will be highly appreciated.

Yours Faithfully,

Name &amp; Signature of Applicant

Certified that the above information is correct & request as made by the applicant may please be accepted.

Encl.: As Above

Signature with Establishment Seal

Joint Declaration By the Member and The Employer

SAMPLE CASE

Date: 10.02.2023

To  
The Regional P F Commissioner

Sub: Joint declaration by the member and the employer

Dear Sir,

I, MANOJ KUMAR, HRMS No-201001124, UAN No-100157316688 am an employee of BSNL furnishing below herewith correct details with aforesaid establishment :-

Particulars	Correct	Wrong
Name		
Father/ Husband Name		
PF/ EPS Account No.	GJAH00050140000000080	Missing in EPF Service History
Date of Birth (DD/MM/YYYY)		
Date of joining (DD/MM/YYYY)	15.03.2010	Missing in EPF Service History
Date of leaving (DD/MM/YYYY)	28.02.2013	Missing in EPF Service History

I am also enclosing herewith self attested copy of ID proof (Any one - PAN card/ Voters' Identity Card/ Passport/ Driving License/ Aadhar Card) for your ready reference  
Therefore, you are requested to make necessary changes in your records (if required) under intimation to me  
An early action in this regard will be highly appreciated

Yours Faithfully

Name & Signature of Applicant MANOJ KUMAR

*Manoj Kumar*

Name of Authorized Signatory

*(10/02/2023)*  
**(K SYAM KUMAR)**  
मानस्य सुमन (कर्म)

Signature With Establishment Seal

Asstt. Manager (Pay Bill)  
एन सीएस एन सि सिटी कार्यालय, नई दिल्ली  
B.S.N.L. Corporate Office, New Delhi

Encl. 10/02/2023

