How to fill Nominations?

Go to the https://unifiedportal-mem.epfindia.gov.in/memberinterface/

1. Use your UAN and password and the captcha to login.
2. First you have to update your profile completely.
3. Click on View.
4. Click on profile.
5. Update your profile details [Address, Profile photo(less than 100 KB JPEG formats only) and any other details which are not available in your profile.]
6. Click on Manage tab and then click on E- Nomination.
7. Click on Proceed.
8. Click on [Having Family?- Yes]
9. Add nominee details as per her/his E-Aaddhar. (If you are adding bank details of nominee, please add nationalized banks)
10. Upload nominee photograph.(Less than 100KB and JPEG formats only)
11. Click on save family details.
12. Enter how much percentage (%) you want to give your nominee and save details.
13. E sign your nomination with your VID no (Virtual ID no) which is located below Aadhar no. on your Aaddhar card. If you don't have your VID no please go to the https://resident.uidai.gov.in/vid-generation and generate your VID no.
14. Enter VID no and then OTP and submit.

Inform your current employer about your Nomination.