



भारतीय विमानपत्तन प्राधिकरण  
AIRPORTS AUTHORITY OF INDIA

A60011/01/2017/PenCell/HR-CHQ/617-30

29th August 2017

The Regional Executive Director  
Airports Authority of India  
Northern/Western/Eastern/Southern/North East Region  
Delhi/Mumbai/Kolkata/Chennai/Guwahati.

The Executive Director,  
Airports Authority of India  
RCDU/FIU, New Delhi

The Airport Director  
Airports Authority of India  
Kolkata / Chennai Airport.

The Director,  
Indian Aviation Academy,  
New Delhi

The Principal,  
Civil Aviation Training College (CATC)  
Bamrauli, Allahabad.

The General Manager,  
Airports Authority of India  
CRSD/E&M Workshop,  
New Delhi

Sir,

**Sub : New Form No. 11 – Declaration Form**

Enclosed please find **New form No. 11 – Declaration Form** of Employees Provident Fund Organization to be filled and submitted by all the new employees while joining the service of AAI.

It is informed that New form No. 11 has been replaced with old Form 11 (Revised). Hence, the same may be furnished to Pension Cell, CHQ (in duplicate) after filled by newly joined employees. The information sought in New Form No. 11 must be filled properly.

All the new employees who were member of EPS 1995 before joining AAI and have not withdrawn the pension contribution need to fill and submit the **Option Form (as enclosed) to continue to contribute pension contribution on Ceiling Pay i.e. Rs. 15000/-**. The same may be furnished in duplicate to Pension Cell, CHQ alongwith New Form No. 11.

Yours faithfully,

  
29/8/17  
(Anita Khullar)

Dy. General Manager (HR)

Encl :

- 1) **New Form No. 11 – Declaration Form**
- 2) **Option Form to continue to contribute pension contribution on Ceiling Pay i.e. Rs. 15000/-**

Copy to :

1. General Manager (HR), CHQ - for information and similar action.
2. General Manager (IT) - for uploading in AAI website.

167-1TD  
11/08/17  
30/08/17  
Vibhakar  
398  
गांधी भवन  
Rajiv Gandhi Bhawan

**EMPLOYEES' PROVIDENT FUND ORGANISATION**  
Employees' Provident Funds Scheme, 1952 (Paragraph 34 & 57) &  
Employees' Pension Scheme, 1995 (Paragraph 24)

(Declaration by a person taking up employment in any establishment on which EPF Scheme, 1952 and/or EPS, 1995 is applicable)

1	Name of the member	
2	Father's Name <input type="checkbox"/> Spouse's Name <input type="checkbox"/> (Please tick whichever is applicable)	
3	Date of Birth: ( DD / MM / YYYY )	
4	Gender: (Male/Female/Transgender)	
5	Marital Status: (Married/Unmarried/Widow/Widower/Divorcee)	
6	(a) Email ID:	
	(b) Mobile No.:	
7	Whether earlier a member of Employees' Provident Fund Scheme, 1952	Yes / No
8	Whether earlier a member of Employees' Pension Scheme, 1995	Yes / No
9	<b>Previous employment details: [if Yes to 7 AND/OR 8 above]</b>	
	a) Universal Account Number:	
	b) Previous PF Account Number:	
	c) Date of exit from previous employment: (DD/MM/YYYY)	
	d) Scheme Certificate No. (if issued)	
10	e) Pension Payment Order (PPO) No. (if issued)	Yes / No
	a) International Worker:	
	b) If yes, state country of origin (India/Name of other country)	
	c) Passport No.	
11	d) Validity of passport [(DD/MM/YYYY) to (DD/MM/YYYY)]	
	<b>KYC Details: (attach self attested copies of following KYCs)</b>	
	a) Bank Account No. & IFS Code	
	b) AADHAR Number	
	c) Permanent Account Number (PAN), if available	

**UNDERTAKING**

- 1) Certified that the particulars are true to the best of my knowledge.
- 2) I authorize EPFO to use my Aadhar for verification/authentication/eKYC purpose for service delivery.
- 3) Kindly transfer the funds and service details, if applicable, from the previous PF account as declared above to the present P.F. Account. (The transfer would be possible only if the identified KYC detail approved by previous employer has been verified by present employer using his Digital Signature Certificate)
- 4) In case of changes in above details, the same will be intimated to employer at the earliest.

Date:  
Place:

Signature of Member

**DECLARATION BY PRESENT EMPLOYER**

- A. The member Mr./Ms./Mrs. .... has joined on ..... and has been allotted PF Number .....
- B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995:
- (Post allotment of UAN) The UAN allotted for the member is .....
  - Please Tick the Appropriate Option:  
The KYC details of the above member in the UAN database
    - Have not been uploaded
    - Have been uploaded but not approved
    - Have been uploaded and approved with DSC
- C. In case the person was earlier a member of EPF Scheme, 1952 and EPS, 1995:
- The above PF Account number/UAN of the member as mentioned in (A) above has been tagged with his/her UAN/Previous Member ID as declared by member.
  - Please Tick the Appropriate Option:-
    - The KYC details of the above member in the UAN database have been approved with Digital Signature Certificate and transfer request has been generated on portal.
    - As the DSC of establishment are not registered with EPFO, the member has been informed to file physical claim (Form-13) for transfer of funds from his previous establishment.

Date:

Signature of Employer with Seal of Establishment



Dated \_\_\_\_\_

To,  
The Secretary,  
AAI ECPF Trust,  
Airports Authority of India,  
Rajiv Gandhi Bhawan,  
New Delhi – 110 003

**SUBJECT :- OPTION FOR CONTRIBUTION TOWARDS PENSION FUND UNDER  
PARA 11 (3) OF THE EMPLOYEES PENSION SCHEME 1995.**

I being the existing member of Employees Pension Scheme 1995, I hereby undertake to continue to contribute the pension contribution on the ceiling prescribed i.e. Rs. 15,000/- (Rupees Fifteen thousand only).

Yours faithfully

Signature \_\_\_\_\_

Name \_\_\_\_\_

Designation \_\_\_\_\_

Date of Birth \_\_\_\_\_

Date of Joining \_\_\_\_\_

Station / Region \_\_\_\_\_

UAN No. \_\_\_\_\_

Employee No \_\_\_\_\_

PF ID \_\_\_\_\_

Date:

Signature of the  
Employer  
APD Station concerned

Signature of the  
employer  
HOD HR  
CHQ/Region/Airport – Chennai/Kolkata

Signature of the  
employer  
Authorized Signatory  
CHQ – Pension Cell

- To be sent to Pension Cell, CHQ in duplicate.