

Dear Sir/Mam,

*Congratulations!!*

Please find attached the demand letter issued by EPFO, Delhi (Central) i.r.o. your option for EPS-95 higher pension. The same is also available at EPFO portal. You are requested to read the details mentioned in the demand letter carefully.

In case you are willing to take EPS-95 higher pension, you need to deposit the demanded amount alongwith the following documents for onward submission to EPFO:

1. Cheque in favour of “**Regional Provident Fund Commissioner, Delhi North**”. Kindly ensure sufficient balance is maintained in the account. It is suggested to submit positive pay request in respective bank so that the cheque may be cleared by bank without any hindrance.

In case the cheque gets bounced, it may lead to rejection of your case for consideration for EPS-95 higher pension besides other repercussions.

2. Cheque to be from same bank account as available in EPFO records.
3. The following must be written on back side of the cheque:
  - Name
  - Mobile Number -
  - PPO no. -
  - UAN -
  - Member ID -
  - Acknowledgement no.-
  - Demand letter number and date –
4. Copy of PAN card
5. An Undertaking as attached. Undertaking need to be signed by both employee and employer. Hence, kindly send us the filled in and signed copy for signing the same at our end.
6. Joint Request under Para 26(6) (form attached), if not deposited earlier.
7. In case your PF is lying with NTPC, in such a case, an undertaking, cum consent needs to be given for PF diversion of arrear amount from PF to EPS-95 Pension Fund maintained by EPFO. For submitting the demand by March 2025, undertaking cum consent needs to be given in form as attached. From 1st April onwards, link for giving consent shall be available in ESS (for working employees) and at NTPC ex-employees portal for ex-employees (whose PF is with NTPC). Hence, those who wishes to divert the arrear amount from PF in April or onwards, need to submit their consent online.

In such cases, arrear amount will be diverted from PF balance. No cheque is required in such cases. Please note the following:

8. Ensure the above documents reach **HR Separation Cell, NTPC EOC Building, Sector-24, Noida, U.P.- 201301 by 25th of the month**. Only those cases whose cheque with complete documents submitted by you are received by 25th of every month shall be submitted in same month to EPFO, Delhi (Central), Wazirpur, Delhi. In case of diversion from PF, consent with other documents also needs to be submitted by 25th of that month (via mail).
9. Any delay in receipt of the cheque with documents shall be sole responsibility of the employee/ex-employee. NTPC shall not be held responsible for any delay in receipt of the cheque and documents.
10. Ensure all the documents, complete in all aspects, are submitted to our office. In case incomplete documents are received, the same will be returned to the postal address.
11. Cheque and Documents received after 25th of the month shall be deposited in next month. Hence, you may issue the cheque of the amount demanded in the next month.
12. The amount in cheque should exactly match the demanded amount as per demand letter.
13. The demand amount is to be deposited within the stipulated time as mentioned in the demand letter. Non-deposition of the amount within the stipulated time may lead to non-consideration of your case for EPS-95 higher pension.

Further, for your information, the pension amount may be calculated by inserting the details at the following path in EPFO portal:

[www.epfindia.gov.in](http://www.epfindia.gov.in) > Services > For Employees > [Member UAN/Online Service \(OCS/OTCP\)](#) > [Track Application Status for Pension on Higher Wages](#) > [Track Application Status for Pension on Higher Wages](#) > Enter UAN/Acknowledgement number/PPO number, enter captcha and submit > enter OTP > submit > at bottom left side- Calculation of Pension > feed details as given and submit.

**In case of any issue, kindly contact NTPC Helpline number-01204946970 during office hours.**

**Disclaimer: It may be noted that NTPC is only facilitating the deposit of the documents with requisite amount submitted by the employee with EPFO for EPS-95 higher pension. However, any lapses or rejection of the case by the EPFO shall be solely the decision of EPFO and NTPC shall not be responsible for the same.**