ELECTRONIC CHALLAN – CUM – RETURN (Version 2.0)

PROCESS FLOW with SCREENSHOTS

1. Login into Unified web portal of EPFO (use your ECR portal credentials)



2. After log-in, please check your PF Code, Estt Name, Address and Exemption status are correctly shown.

EMPLOYEES' F	PROVIDENT FUND OF	RGANISATION	, INDIA OF INDIA			Welcome: cgrai Est. Id: CGRAI0020	i20783 1783000 Name :	A A Support@epfin Language : हिंदी English कि L Version :1. 4. 0 10/11/2016 1
ome Member -	Establishment 👻	Claims -	Payments 👻	Dashboards - U	Jser - Admin -			
Alert's								over Profile
Please update/	enter(new employers r	registering for t	he first time) you	r PAN and Name of est	ablishment as per PAN o	n the portal		SVS CONSTRUCTION CO.
by using the Upd that the while filli	late Profile function un ing up the Name as pe	ider your login. er PAN card, vo	The PAN and the u should keep the	e name will be verified fi e PAN card of vour esta	rom the PAN database. I blishment handv and fill	lease note	Est. Id	CGRAI0020783000
name exactly as o	on PAN card. PAN of th	he proprietor c	an be provided if	your establishment is a	proprietorship firm and	name of the	PF	Un-Exempted
establishment dif	ffers from the name in	PAN.					Pension	Un-Exempted
							EDLI	Un-Exempted
							Address	TAMER PARA KILLA MANDIR ROAD, DURG,DURG, Dist: DURG, State: CHATTISGARI Pin: 491001
							PF Office	RAIPUR (CHATTISGARH) [RAI]
What's New								
	made editable. Emplo	yer may edit, if	required, and pri	nt the Form again for su	ubmission to PF Office.			
-ORM 5A Data fields	contine nave onto three	ugh internet is	12 days.					
What's New	made editable. Emplo	yer may edit, if ugh internet is	required, and pri 12 days.	nt the Form again for su	ubmission to PF Office.			

3. Select "PAYMENT" Menu item for "ECR Upload"

P	EMPLOYEES' PROVIDENT FUND ORGANISATION, MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT C	INDIA DF INDIA	Est. Id: CGRAI002	0783000 Name :	Language : हिंदी English 🗭 La Version :1 . 4 . 0 10/11/2016 1
om	ne Member - Establishment - Claims -	Payments - Dashboards	← User ← Admin ←		
	Alert's	ECR [UPLOAD]		Emple	oyer Profile
	Please update/enter(new employers registering for t	VIEW CHALLANS	of establishment as per PAN on the portal		SVS CONSTRUCTION CO.
	by using the Update Profile function under your login. that the while filling up the Name as per PAN card, you	CONTRACTOR ECR	rfied from the PAN database. Please note	Est. Id	CGRAI0020783000
	name exactly as on PAN card. PAN of the proprietor ca	n be provided if your establishm	ient is a proprietorship firm and name of the	PF	Un-Exempted
	establishment differs from the name in PAN.			Pension	Un-Exempted
				EDLI	Un-Exempted
				Address	TAMER PARA KILLA MANDIR ROAD, DURG,DURG, Dist: DURG, State: CHATTISGARH Pin: 491001
				PF Office	RAIPUR (CHATTISGARH) [RAI]
	What's New				
0	RM 5A Data fields made editable. Employer may edit, if r	required, and print the Form aga	ain for submission to PF Office.		
/al	lidity of challan for online payments through internet is 1	L2 days.			

4. Select "Wage Month", "Salary Disbursal Date" in the "ECR Upload" Screen.

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▼ ECR File Upload:				
1. Click here to download ECR Hel 2. Please only use alphabets and nu 3. Max Size of File Upload is 2 Mb. I 4. Do not upload any other files like 5. Only text file or zip file containing Wage Month * Salary Disbursal Date *	Ip File Imbers In file names. Remove special char if text file size exceeds 2 Mb, please compre is go, gif, doc, xls, ppt etc bundled inside th g only one text file can be uploaded (file ex Month YYYY DD/MM/YYYY	acters and spaces from the file name. ess it using winzip etc. Smaller files can also be uploaded in e zip. ctension should be in small case).	in zip format.	
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5. ECR File format can be seen from "ECR Help File" button available on the Screen.

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6. Your ECR text file will look like the one below:



7. Select your ECR text file to be uploaded for the selected Wage month.

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2. Please only use alphabets and numbers in file names. Remove special characters a	Documents	NetBeans IDE 8.0.2 Shortcut				
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5. Only text file or zip file containing only one text file can be uploaded (file extension	Videos	Text Document				
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8. Also, select Rate of Contribution (either 12% or 10%, Default value is 12%). Then click on "UPLOAD" button.

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9. Uploaded ECR file will be validated for predefined conditions. If successfully validated, the following screen will appear with a message "File Validation Successful". Otherwise, Error will come.

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10. Now, TRRN will be generated for the uploaded ECR file.

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11. Now, click on "Prepare Challan" button to generate ECR summary sheet.

	EMPLOYEES' PR	ROVIDENT FUNE	O ORGANISA ENT, GOVERN	TION, INDIA MENT OF INDI/					Letter Id: CGRAI00207830	3 00 e:			-A A A+ Support	@epfindia.ir
Home	e Member -	Establishment	t - Clain	is - Paym	ients -	Dashboards - IoTrecords [First/Prev] 1, 2	User - 10010, 08 2, 3, 4, 5, 6	Admin - spraying 1 to 20. 5, 7, 8, 9 [Next/La:	seperated +		÷	NIZA		
In-Pi	ocess ECR's:													
5 No.	TRRN	Wage Month	ECR Type	Salary Dis	b. Date	Contr. Rate %	Upload	Date	Status Verified	ECR File	ECR State	ment A	ction	Canaal
2	1601611000007	NOV-2015	ECR	01-NOV	-2016	12	11-NOV	/-2016 15:15	Verified	- +			Prepare Challan	Cancel
3	1601611000008	JAN-2015	ECR	01-NOV	-2016	12	11-NOV	/-2016 15:08	Due For Payment	Ŧ	±		r topulo onunun 1	Cancel
4	1601611000006	JAN-2016	ECR	08-NOV	-2016	12	10-NOV	/-2016 15:18	Verified	Ŧ	Ŧ		Prepare Challan	Cancel
5	1601611000005	JAN-2016	ECR	01-NOV	-2016	12	10-NOV	/-2016 15:16	Verified	Ŧ	Ŧ		Prepare Challan	Cancel
6	1601611000004	JAN-2013	ECR	01-NOV	-2016	12	08-NOV	/-2016 12:50	Verified	Ŧ	Ŧ		Prepare Challan	Cancel
7	1601611000003	OCT-2015	ECR	01-NOV	-2015	12	08-NOV	/-2016 12:11	Due For Payment	Ŧ	Ŧ		1	Cancel
8	1601611000001	OCT-2015	ECR	01-NOV	-2015	12	08-NOV	/-2016 11:25	Due For Payment	Ŧ	Ŧ		1	Cancel
						8 records fo	und, displa 1	aying all records.						
Rece	nt ECR's:													
No.	TRRN	Wage M	onth	ECR Type	Salary	Disb. Date	Contr.	Rate %	Upload Date		Status	ECR File	ECR Statemen	t
	40040440000	000 OCT	2015	FCD		01-MOV-2015	12		08-NOV-2016 12:02		Cancelled	Ŧ	<u>+</u>	

12. Here, please enter Admin/Inspection Charges for A/c No.2 & 22. Also, you can EDIT EDLI Contribution for A/c No.21. Then, click on "Generate Challan" Button.

MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA			Namo :			Version 1.4.010/11/2016
ome Member - Establishment - Claims - Payments -	Dashboards - User -	Admin -				
CR Details:- (TRRN: 1601611000009)						
stablishment Name	SVS CONS	TRUCTION CO.	Establishment Id		CGRAI0020783000	
Vage Month	OCT-2016		Return Month		NOV-2016	
CONTRIBUTION RATE (%)	12		Exemption Status		Unexempted	
Ipload Date Time	12-NOV-2	016 11:58	Total Number of UAN's		1	
CR File Type	ECR					
lemarks	ok					
CR Summary						
		Total		UAN Count	Contribution Remitted (₹)
iross Wages (र)		15,000	EPF EE Share		1	1,800
PF Wages (₹)		15,000	EPF ER Share		1	55
PS Wages (र)		15,000	EPS Contribution		1	1,25
DLI Wages (₹)		15,000	EDLI Contribution		1	7
ICP Days		0	Total Refund of Advance			
			Total Contribution Remitted			3,67
			Remitted as nor FCR	PMRPY/PMPRPY Unfrom	t Repefit	Net Payable
Details:-			(3)	(3)	, benefit	(₹)
otal EPF Contribution EE Share (A/C 1)			1,800			180
otal EPS Contribution (A/C 10)			1,250		0	125
otal Difference Between EPF & EPS (ER Share A/C 1)			550		0	550
otal EDLI Contribution (ER Share A/C 21) •			75			7
	Administratio	0.	0			
fotal EPF Charges (A/C 2)	Townships a					
	Inspection •		0	•		
	Administratio	n *	•			
otal EDLI Charges (A/C 22)	Inspection *		0			
otal Refund of Advance (A/C 1)			0			(
fotal			3675		0	367
molover Details :-						
otal number of Employees in the month *						
via number of Employees in the month •						
lumber of excluded employees *						
ross wages of the Excluded Employees (₹) •						

13. Now, the following screen will appear. At this stage also, you can EDIT the challan, if required. Click on "Finalize" button after verifying the challan amount. You can download Ack file and Receipt file from the "In-Process Challan List".

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	OF LABOUR & EMP	LOYMENT, GOV	ERNMENT	OF INDIA				Est	t. Id: CGRAI002	0783000		L	anguage : 🕏	दी English 🕒 Log
										Name :			Version :1 .	4.010/11/201611:0
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Home / ECR Uplo	ad / ECR Challan	List												
Challan (TRR	N: 1601611000009) details saved	successfu	lly. Kindly verify	& finalize the challar	n details for	payment							
Deeft challes 11	-													\sim
Draft Challan Li	50:													
RRN	Wage Mon	th ECF	Туре	Upload Dat	e Sta	atus A	/C 1	A/C 2	A/C 10	A/C 21	A/C 22	Total Amt.	Edit	Finalize
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14. Your finalized Challan will look like this.

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					EMI	PLOYE	ES' PRO ONIC C	OVIDEN HALLA	IT FUNE	O ORGA	NISATI	ION R)					
	Name of Es	tablishment		SVS COM	STRUCTION	CO.											
	Establishme	ent Id		CGRAIO	20783000				LIN			Not Avail	able				
	Wage Mont	h		OCT-201	6				Return Mon	th		NOV-201	6				
	Contribution	n Rate (%)		12					ECR Type			ECR					
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			Name	as per		Wa	ges		Cor	tribution Remi	itted			Upform	t Benefit	Posting	
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15. Now, your challan is ready for Payment. Click on "Pay" button.

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Home Memb	er - Establisł	nment - (Claims -	Payments +	Dashboards 🗕	User 🚽	Admiı	n -							
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160161100000	/ NOV-20		11-NOV-20		5 15:15 Dr	art	2,355	400	1,25	5	/5 15	2	4,232	6	
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1601611000008	JAN-2015	ECR	11-NOV-20	016 15:08	Due for Payment	2,355	0	1,250	/5	0	3,680	*	-	1 (click to make pe
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16. Please select "Online" and select your Bank from the list of banks under "Select Bank", then Click on "Continue". This will goto Payment Gateway for further process.

EPFO: H	ome >				12160-1	Real Product	Address To	-	
€ ⇒ C	(i) 103.194.45	2/epfo/challan/getPa	aymentOption/	55?_HDIV_STATE	_=47-46-62CAAA56	678E4D6660	EACDC3094	ADBAFEO	☆
EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA								Welcome: cgrai20783 Est. Id: CGRAI0020783000 Name :	A A Support@epfindia.in Language : Rtd English ⊕ Logout Version :1. 4. 0 10/L1/2016 11:03:57
# Home	Member -	Establishment 👻	Claims 🚽	Payments -	Dashboards 🚽	User 🗸	Admin -		
Home /	Challan Payment								
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