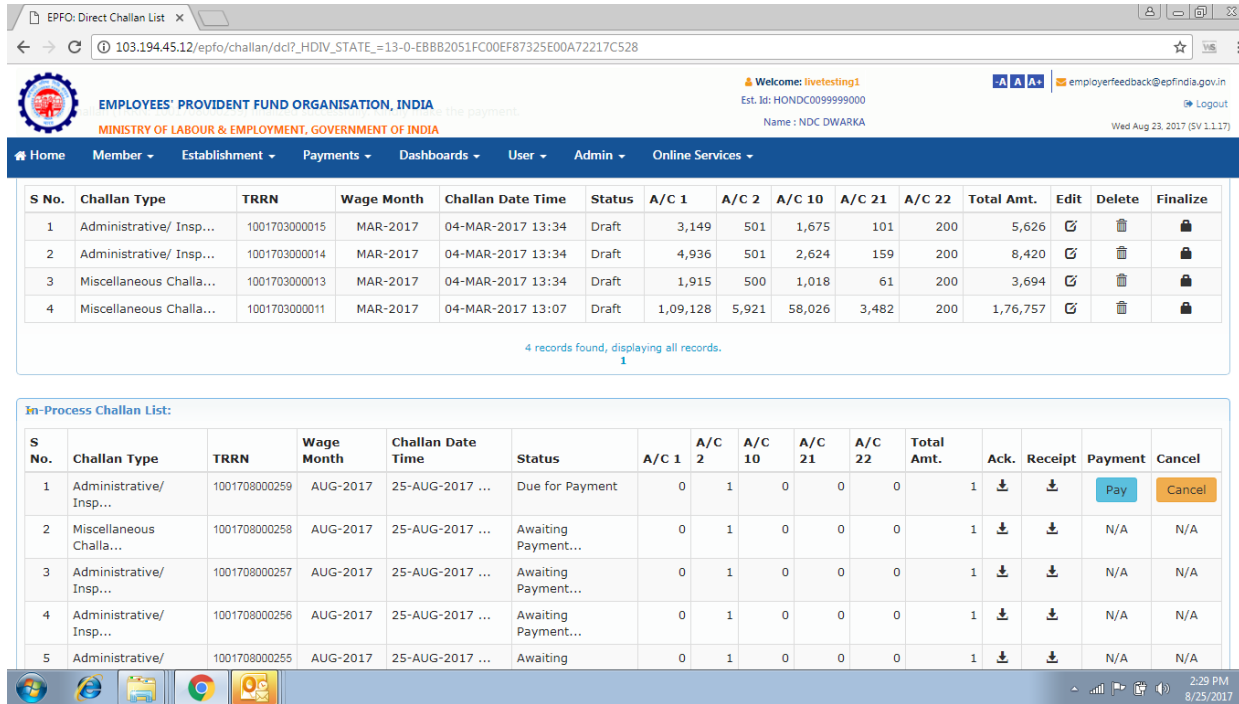


Steps for making EPFO Payments using Kotak Mahindra Bank

STEP 1: Once Challan is finalised on EPFO website – click on PAY button

(<https://unifiedportal-emp.epfindia.gov.in/epfo/>)



EPFO: Direct Challan List

103.194.45.12/epfo/challan/dcl?_HDIV_STATE_=13-0-EBBB2051FC00EF87325E00A72217C528

Welcome: **livetesting1**
 Est. Id: HONDC0099999000
 Name: NDC DWARKA

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
 MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Home Member Establishment Payments Dashboards User Admin Online Services

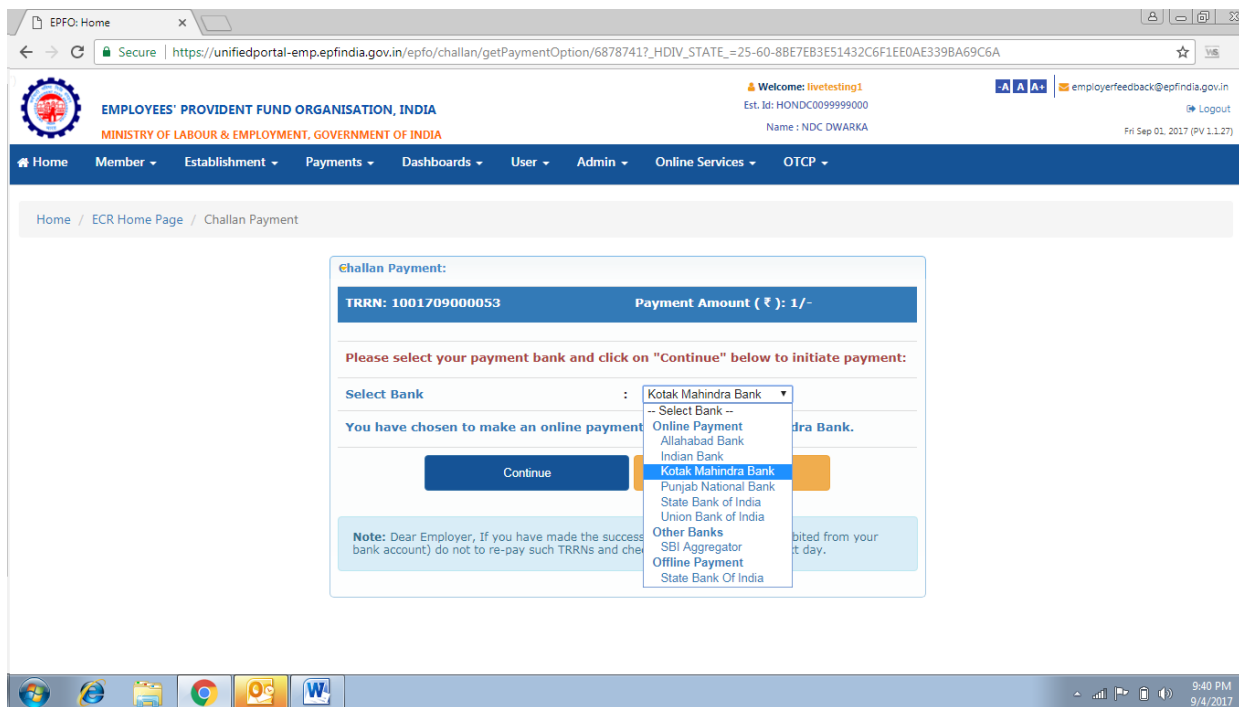
S No.	Challan Type	TRRN	Wage Month	Challan Date Time	Status	A/C 1	A/C 2	A/C 10	A/C 21	A/C 22	Total Amt.	Edit	Delete	Finalize
1	Administrative/ Insp...	1001703000015	MAR-2017	04-MAR-2017 13:34	Draft	3,149	501	1,675	101	200	5,626			
2	Administrative/ Insp...	1001703000014	MAR-2017	04-MAR-2017 13:34	Draft	4,936	501	2,624	159	200	8,420			
3	Miscellaneous Challa...	1001703000013	MAR-2017	04-MAR-2017 13:34	Draft	1,915	500	1,018	61	200	3,694			
4	Miscellaneous Challa...	1001703000011	MAR-2017	04-MAR-2017 13:07	Draft	1,09,128	5,921	58,026	3,482	200	1,76,757			

4 records found, displaying all records.

In-Process Challan List:

S No.	Challan Type	TRRN	Wage Month	Challan Date Time	Status	A/C 1	A/C 2	A/C 10	A/C 21	A/C 22	Total Amt.	Ack.	Receipt	Payment	Cancel
1	Administrative/ Insp...	1001708000259	AUG-2017	25-AUG-2017 ...	Due for Payment	0	1	0	0	0	1			Pay	Cancel
2	Miscellaneous Challa...	1001708000258	AUG-2017	25-AUG-2017 ...	Awaiting Payment...	0	1	0	0	0	1			N/A	N/A
3	Administrative/ Insp...	1001708000257	AUG-2017	25-AUG-2017 ...	Awaiting Payment...	0	1	0	0	0	1			N/A	N/A
4	Administrative/ Insp...	1001708000256	AUG-2017	25-AUG-2017 ...	Awaiting Payment...	0	1	0	0	0	1			N/A	N/A
5	Administrative/ Insp...	1001708000255	AUG-2017	25-AUG-2017 ...	Awaiting Payment...	0	1	0	0	0	1			N/A	N/A

STEP 2: Select “Kotak Mahindra Bank” for the drop down (1st Private Sector Bank) and click “Continue”



EPFO: Home

Secure | https://unifiedportal-emp.epfindia.gov.in/epfo/challan/getPaymentOption/68787417_HDIV_STATE_=25-60-8BE7EB3E51432C6F1EE0AE339BA69C6A

Welcome: **livetesting1**
 Est. Id: HONDC0099999000
 Name: NDC DWARKA

EMPLOYEES' PROVIDENT FUND ORGANISATION, INDIA
 MINISTRY OF LABOUR & EMPLOYMENT, GOVERNMENT OF INDIA

Home Member Establishment Payments Dashboards User Admin Online Services OTCP

Home / ECR Home Page / Challan Payment

Challan Payment:

TRRN: 1001709000053 Payment Amount (₹): 1/-

Please select your payment bank and click on "Continue" below to initiate payment:

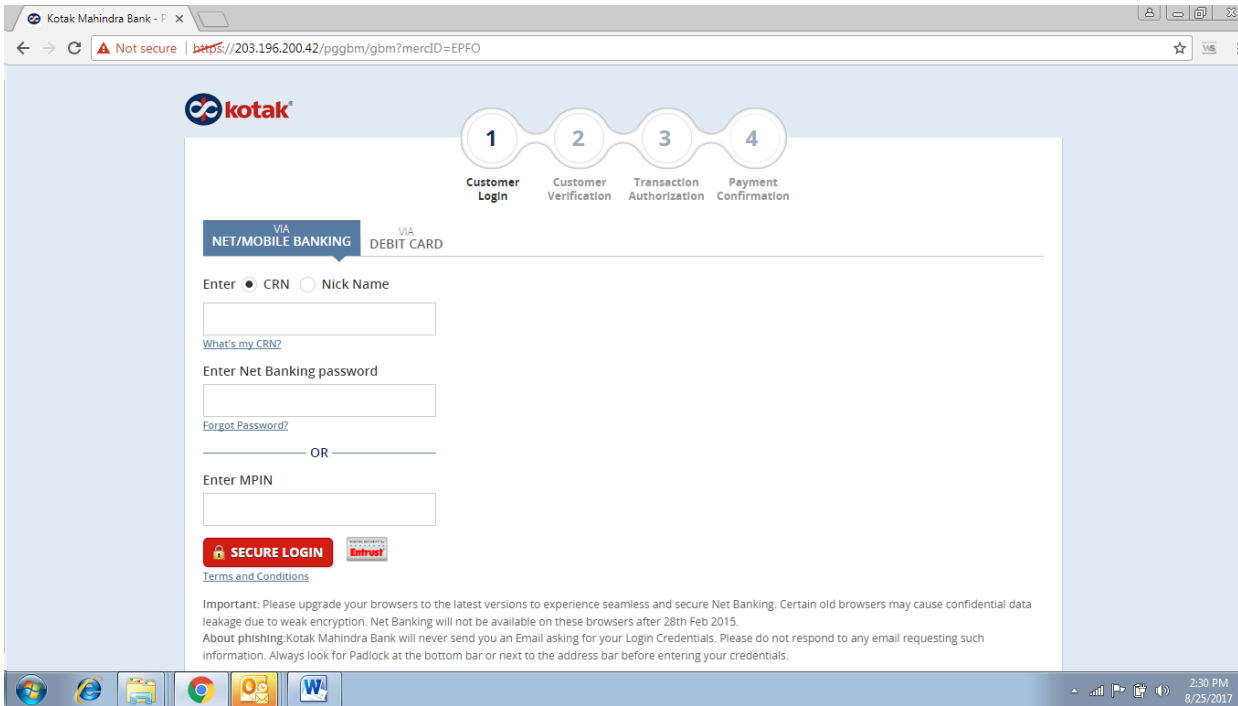
Select Bank : Kotak Mahindra Bank

You have chosen to make an online payment

Continue

Note: Dear Employer, If you have made the successful payment (from your bank account) do not to re-pay such TRRN and challan amount again.

STEP 3: Enter your Kotak Net Banking Credentials for initiating the transaction



Kotak Mahindra Bank - F X

Not secure | <https://203.196.200.42/pggbm/gbm?mercd=EPFO>

kotak

1 Customer Login 2 Customer Verification 3 Transaction Authorization 4 Payment Confirmation

VIA NET/MOBILE BANKING VIA DEBIT CARD

Enter CRN Nick Name

[What's my CRN?](#)

Enter Net Banking password

[Forgot Password?](#)

OR

Enter MPIN

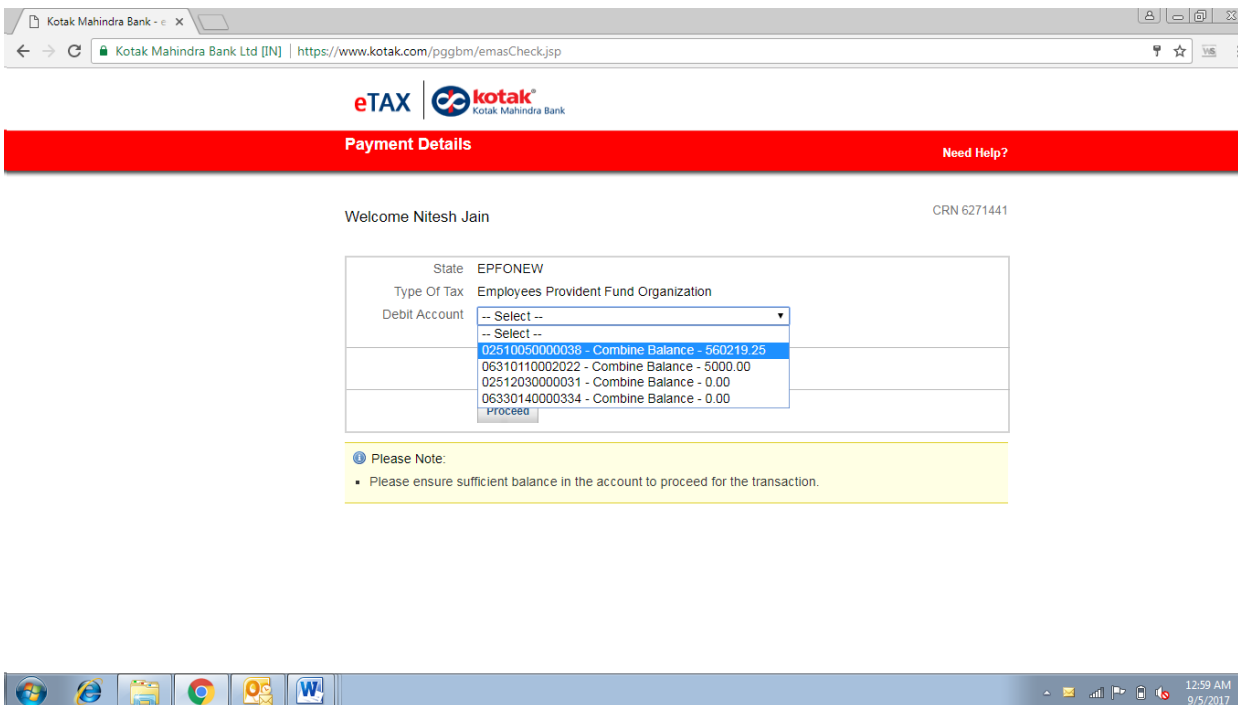
SECURE LOGIN Entrust

[Terms and Conditions](#)

Important: Please upgrade your browsers to the latest versions to experience seamless and secure Net Banking. Certain old browsers may cause confidential data leakage due to weak encryption. Net Banking will not be available on these browsers after 28th Feb 2015.
 About phishing: Kotak Mahindra Bank will never send you an Email asking for your Login Credentials. Please do not respond to any email requesting such information. Always look for Padlock at the bottom bar or next to the address bar before entering your credentials.

2:30 PM 8/25/2017

Step 4: Select your "Debit Account" and click on Proceed



Kotak Mahindra Bank - e X

Kotak Mahindra Bank Ltd [IN] | <https://www.kotak.com/pggbm/emasCheck.jsp>

eTAX **kotak** Kotak Mahindra Bank

Payment Details [Need Help?](#)

Welcome Nitesh Jain CRN 6271441

State: EPFONEW
 Type Of Tax: Employees Provident Fund Organization

Debit Account:

- Select --
- 02510050000038 - Combine Balance - 560219.25
- 06310110002022 - Combine Balance - 5000.00
- 02512030000031 - Combine Balance - 0.00
- 06330140000334 - Combine Balance - 0.00

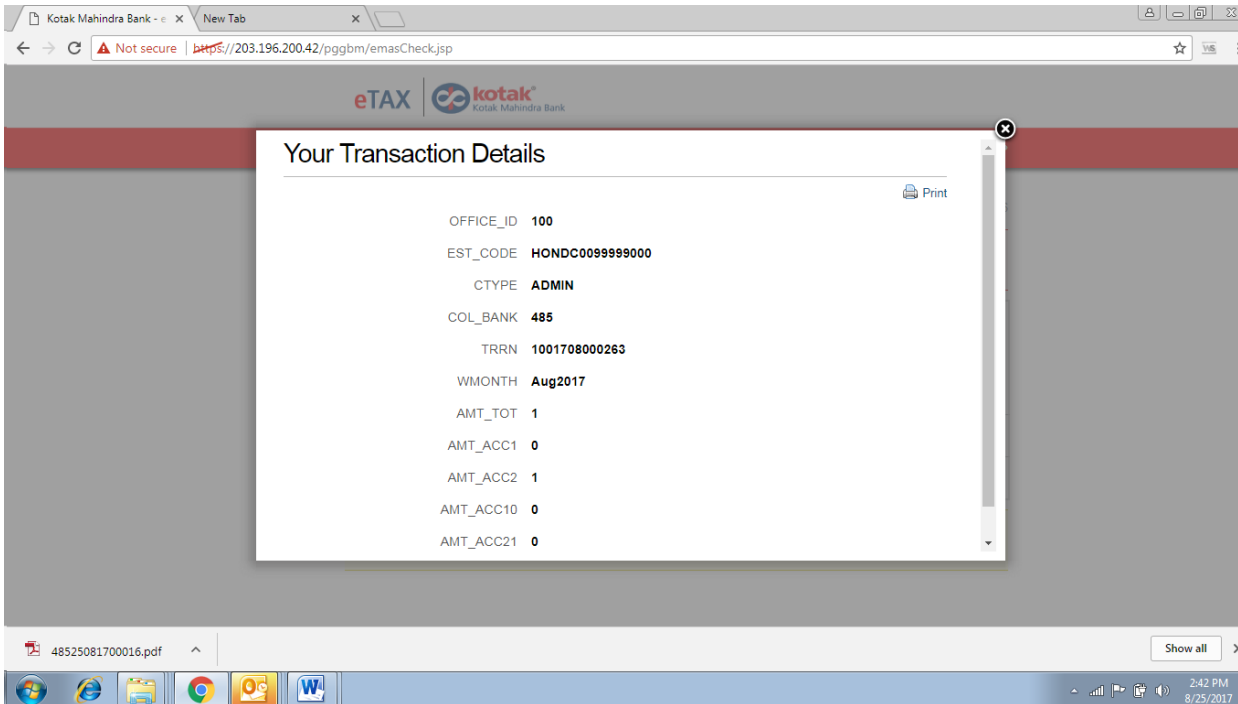
[Proceed](#)

Please Note:

- Please ensure sufficient balance in the account to proceed for the transaction.

12:59 AM 9/5/2017

Step 5: You can view transaction details by clicking on “View Details”

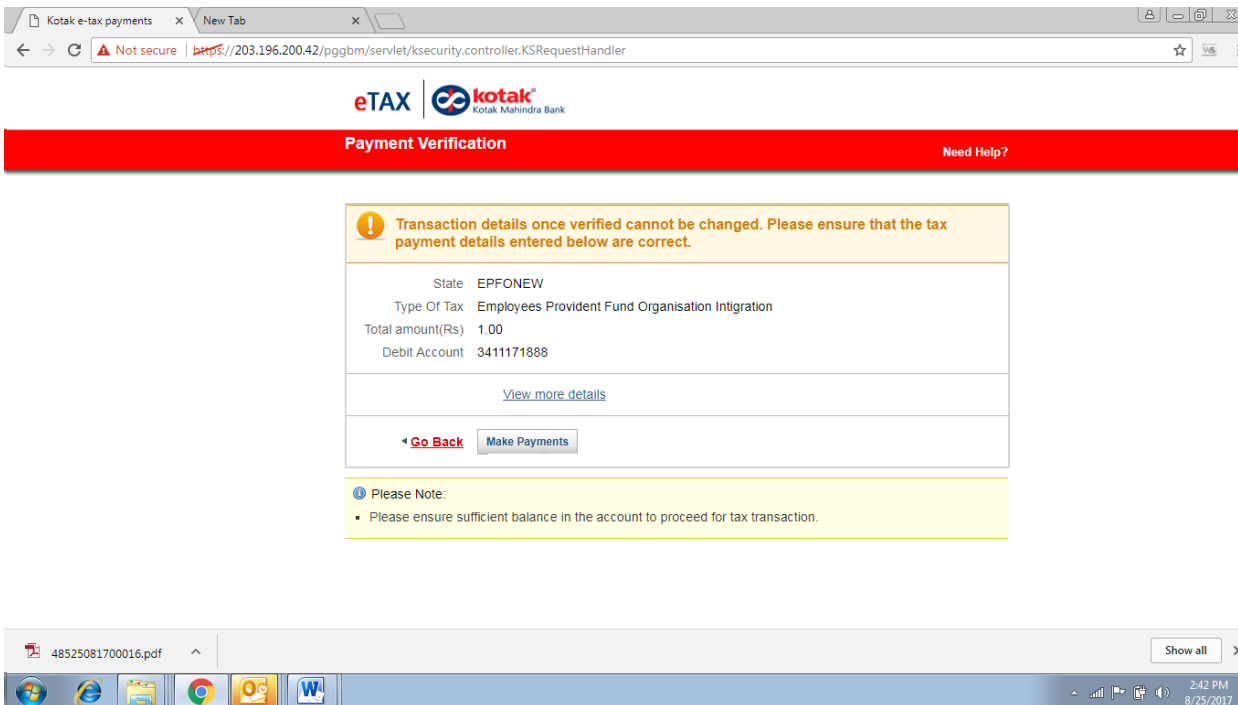


The screenshot shows a web browser window with the URL <https://203.196.200.42/pggbm/emasCheck.jsp>. The page displays the 'Your Transaction Details' window with the following information:

OFFICE_ID	100
EST_CODE	HONDC009999000
CTYPE	ADMIN
COL_BANK	485
TRRN	1001708000263
WMONTH	Aug2017
AMT_TOT	1
AMT_ACC1	0
AMT_ACC2	1
AMT_ACC10	0
AMT_ACC21	0

A 'Print' icon is visible in the top right corner of the details window.

Step 6: On “Payment Verification” screen – please cross check the transaction details and then click on “Make Payment”



The screenshot shows the 'Payment Verification' screen in the Kotak eTAX system. The URL is <https://203.196.200.42/pggbm/servlet/ksecurity.controller.KSRequestHandler>. The screen features a red header with 'Payment Verification' and a 'Need Help?' link.

A warning message states: **Transaction details once verified cannot be changed. Please ensure that the tax payment details entered below are correct.**

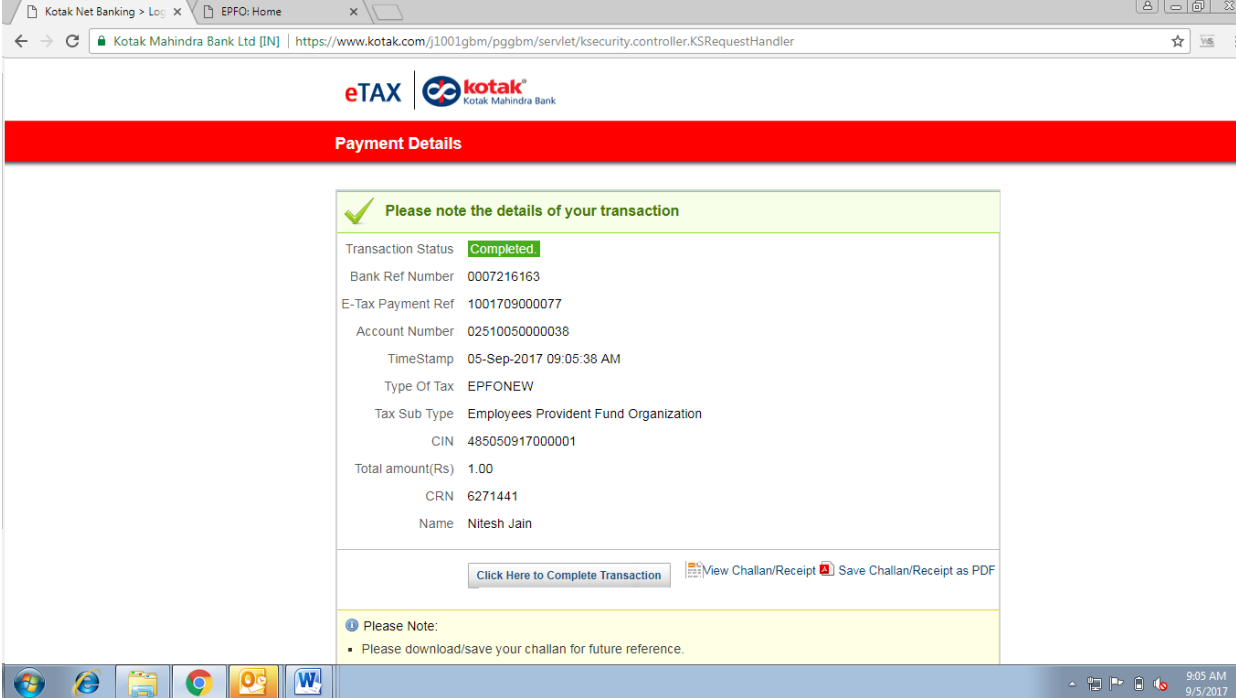
State	EPFONEW
Type Of Tax	Employees Provident Fund Organisation Intigration
Total amount(Rs)	1.00
Debit Account	3411171888

Below the table, there is a link for [View more details](#). At the bottom, there are two buttons: **Go Back** and **Make Payments**.

Please Note:

- Please ensure sufficient balance in the account to proceed for tax transaction.

Step 7: Success Screen shows the Payment confirmation. Please click on “Click here to complete transaction” – this will redirect you back to EPFO website



The screenshot shows the 'Payment Details' page on the Kotak Net Banking eTAX portal. The transaction status is 'Completed'. The page includes a 'Click Here to Complete Transaction' button and a 'Please Note' section with instructions to download the challan for future reference.

Please note the details of your transaction	
Transaction Status	Completed
Bank Ref Number	0007216163
E-Tax Payment Ref	1001709000077
Account Number	02510050000038
TimeStamp	05-Sep-2017 09:05:38 AM
Type Of Tax	EPFONEW
Tax Sub Type	Employees Provident Fund Organization
CIN	485050917000001
Total amount(Rs)	1.00
CRN	6271441
Name	Nitesh Jain

Buttons: [Click Here to Complete Transaction](#), [View Challan/Receipt](#), [Save Challan/Receipt as PDF](#)

Please Note:

- Please download/save your challan for future reference.

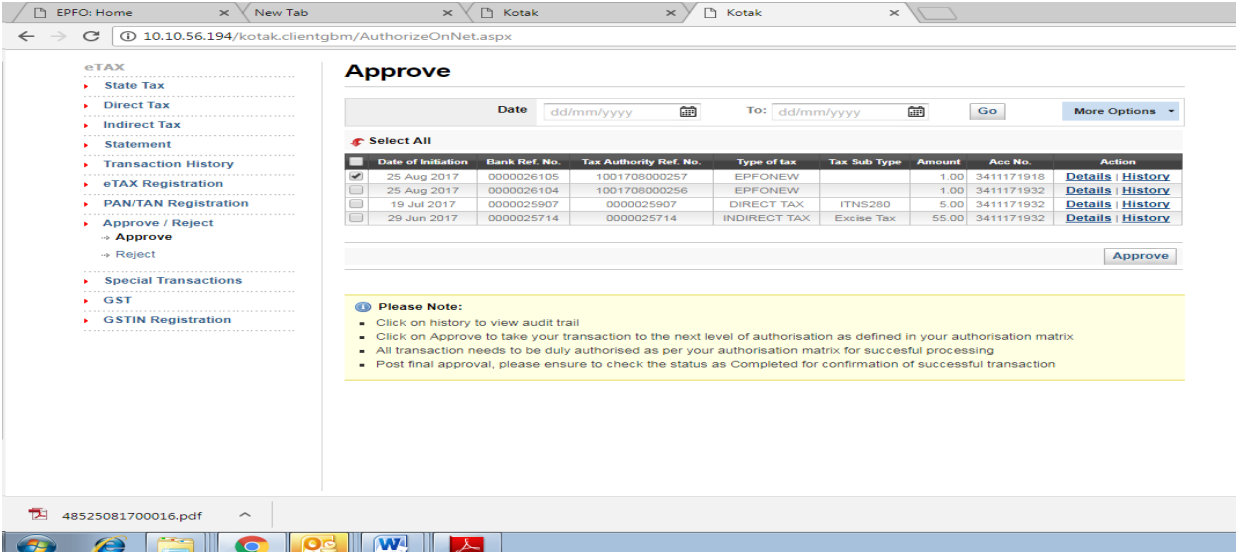
Please note:

- You can download your payment receipt from e-Tax transaction history on Kotak Net Banking
- Please visit EPFO website for downloading your final challan using TRRN

Link: <https://unifiedportal-epfo.epfindia.gov.in/publicPortal/no-auth/misReport/home/loadSearchTrrnHome>

Corporate (Maker/Checker) Work Flow (Customer has to get his e-Tax setup done)

Step 1: Checker needs login into Net Banking and click on “Approve” under e-Tax



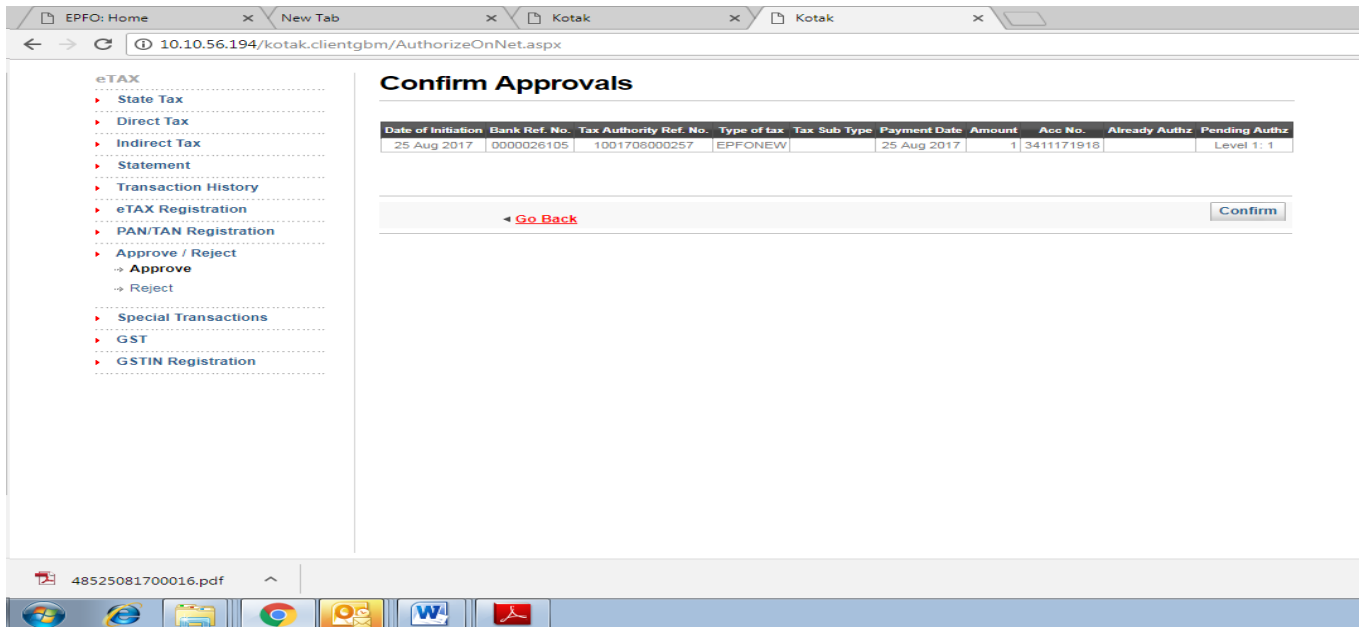
The screenshot shows the 'Approve' screen in the EPFO eTAX system. A table lists transactions for approval, including details like Date of Initiation, Bank Ref. No., Tax Authority Ref. No., Type of tax, Tax Sub Type, Amount, and Acc No. There is an 'Approve' button at the bottom right of the table.

Select All	Date of Initiation	Bank Ref. No.	Tax Authority Ref. No.	Type of tax	Tax Sub Type	Amount	Acc No.	Action
<input checked="" type="checkbox"/>	25 Aug 2017	0000026105	10017090000257	EPFONEW		1.00	3411171918	Details History
<input type="checkbox"/>	25 Aug 2017	0000026104	10017090000256	EPFONEW		1.00	3411171932	Details History
<input type="checkbox"/>	19 Jul 2017	0000025907	0000025907	DIRECT TAX	ITNS260	5.00	3411171932	Details History
<input type="checkbox"/>	29 Jun 2017	0000025714	0000025714	INDIRECT TAX	Excise Tax	55.00	3411171932	Details History

Please Note:

- Click on history to view audit trail
- Click on Approve to take your transaction to the next level of authorisation as defined in your authorisation matrix
- All transaction needs to be duly authorised as per your authorisation matrix for successful processing
- Post final approval, please ensure to check the status as Completed for confirmation of successful transaction

Step 2: Checker to select the transaction to be approved and cross check the transaction details before clicking on “Confirm”



eTAX

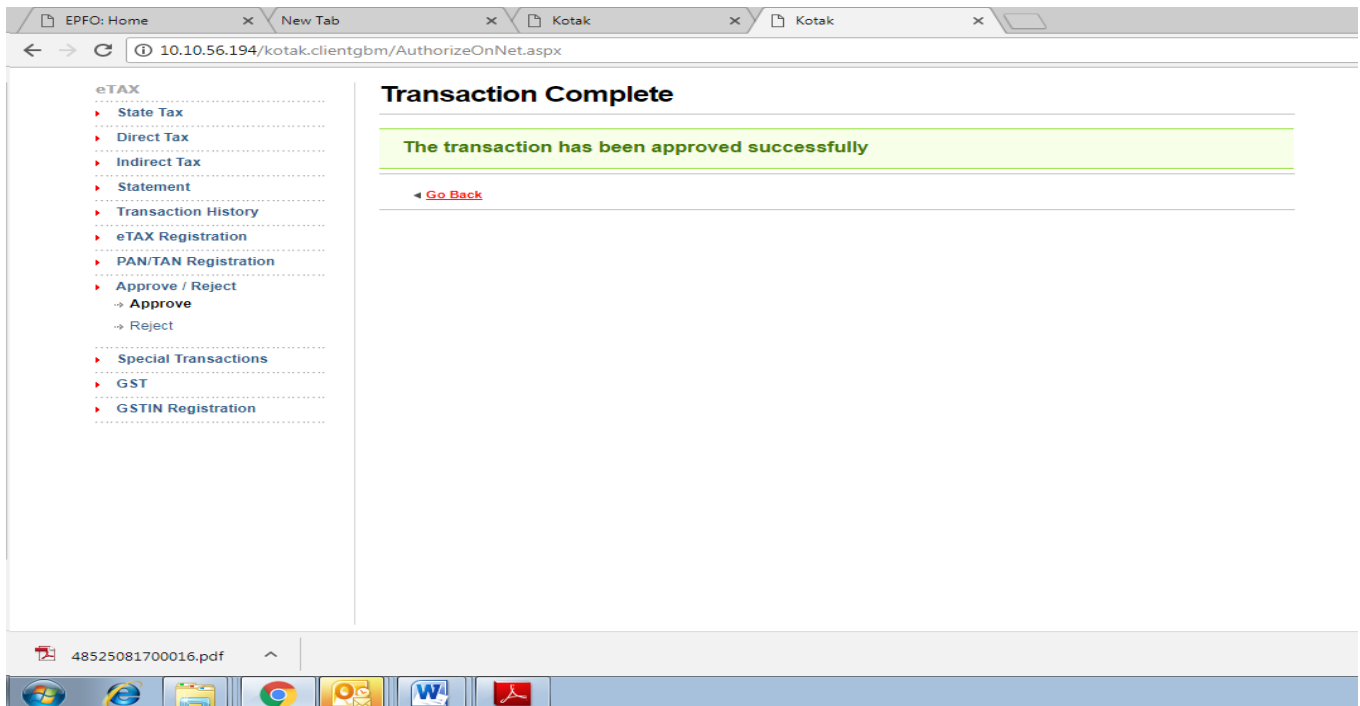
- State Tax
- Direct Tax
- Indirect Tax
- Statement
- Transaction History
- eTAX Registration
- PAN/TAN Registration
- Approve / Reject
 - Approve
 - Reject
- Special Transactions
- GST
- GSTIN Registration

Confirm Approvals

Date of Initiation	Bank Ref. No.	Tax Authority Ref. No.	Type of tax	Tax Sub Type	Payment Date	Amount	Acc No.	Already Authz	Pending Authz
25 Aug 2017	0000026105	1001705000257	EPFONEW		25 Aug 2017	1	3411171918		Level 1: 1

[Go Back](#)

Step 3: Payment Confirmation screen will be shown. Please visit EPFO website for final challan



eTAX

- State Tax
- Direct Tax
- Indirect Tax
- Statement
- Transaction History
- eTAX Registration
- PAN/TAN Registration
- Approve / Reject
 - Approve
 - Reject
- Special Transactions
- GST
- GSTIN Registration

Transaction Complete

The transaction has been approved successfully

[Go Back](#)