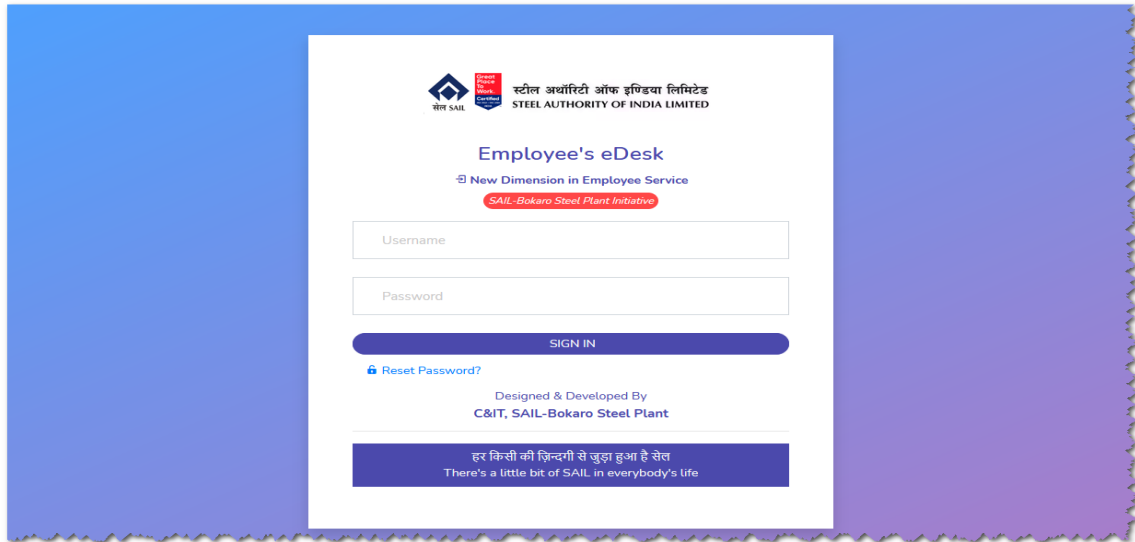


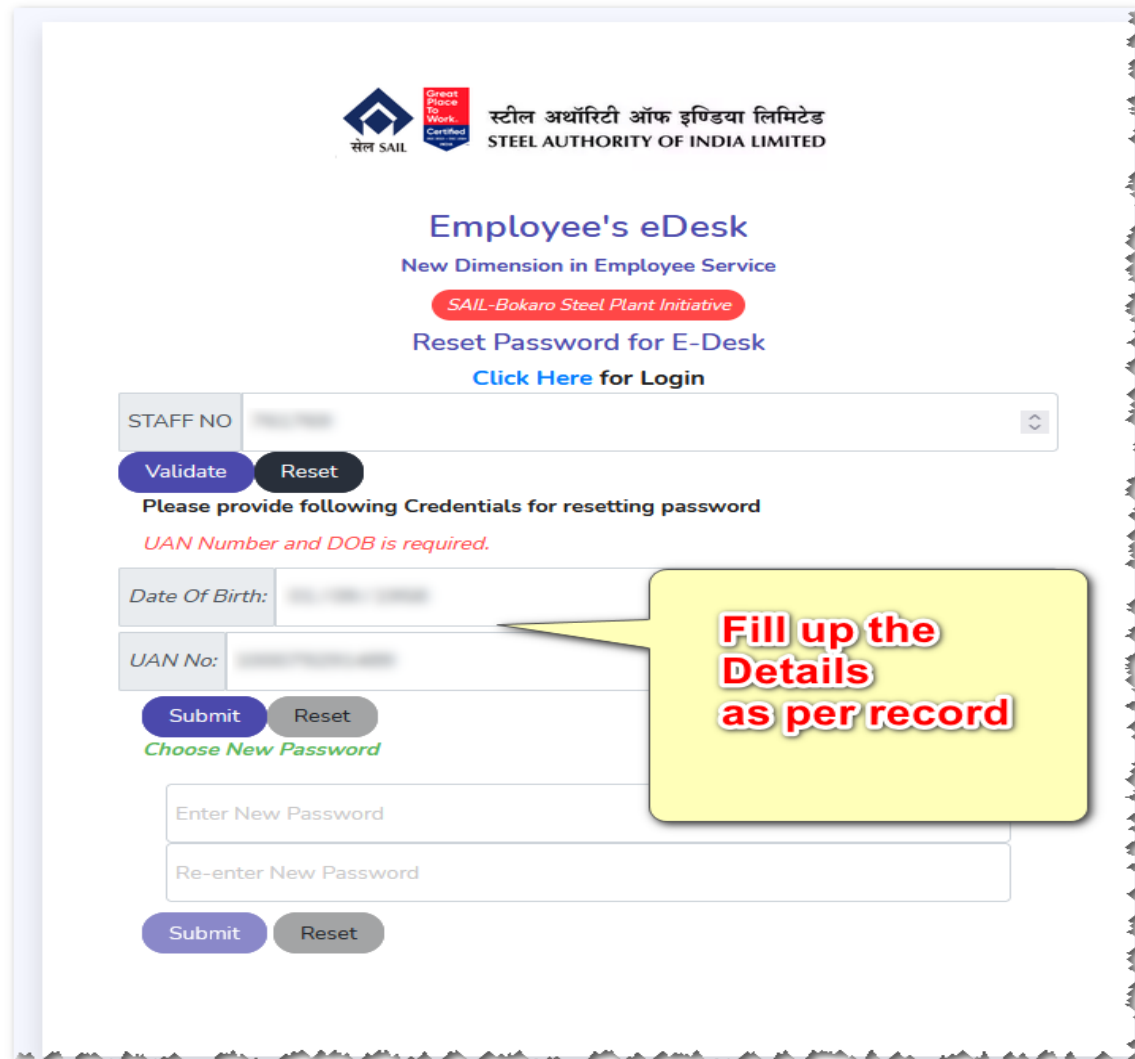
**INSTRUCTIONS FOR NOT ON ROLL EMPLOYEES AGAINST DEMAND  
LETTERS FOR PENSION ON HIGHER WAGES**

**AS RECEIVED FROM EPFO, RANCHI**

1. Go to <https://edesk.sailbsl.in>



2. Click [https://edesk.sailbsl.in/reset\\_password](https://edesk.sailbsl.in/reset_password) for creating new password



- Download the Demand Letters raised by EPFO, Ranchi and read the instructions thoroughly before proceeding further.
- As per your choice, give your consent as YES or NO

Consent form for Higher Pension Instructions

Sail Perno: [ ] STNO: [ ] Name: [ ]  
UAN No: [ ] EPS No: [ ] Demand Letter No: [ ]  
Demand Letter Date: [ ] Due Amount: None Due Amount Date: [ ]  
Consent Status: [ ] Consent Date: [ ] W.e.f. Date: [ ]

Option 1  
Due Date: 31/01/2025  
Due Amount: [ ]

Option 2  
Due Date: 28/02/2025  
Due Amount: [ ]

Option 3  
Due Date: 31/03/2025  
Due Amount: [ ]

DD Details: [ DD Number: None | Bank: | Date: ]  
HR Status: [ Status: | User: | Date: ]  
Finance Status: [ Status: | User: | Date: ]  
Demand Letter: [ Download Demand Letter ]

Do you wish to give consent for higher pension as per demand letter  Yes  No

**Download Demand Letter** (arrow pointing to the button)

**Choose Yes/No** (arrow pointing to the radio buttons)

Do you wish to give consent for higher pension as per demand letter  Yes  No

Please fill below details. (All fields are mandatory).  
Select Option:

Option 1  
Option 2  
Option 3

Preview Consent

W.E.F. Date: [ select date ]

**Select option and provide With effect date to submit your consent as YES** (arrows pointing to the radio buttons and the W.E.F. Date field)

Demand Letter Date: 22/01/2025 Due Amount: None Due Amount Date: [ ]  
Consent Status: [ ] Consent Date: [ ] W.e.f. Date: [ ]

Option 1  
Due Date: 31/01/2025  
Due Amount: [ ]

Option 2  
Due Date: 28/02/2025  
Due Amount: [ ]

Option 3  
Due Date: 31/03/2025  
Due Amount: [ ]

Preview Consent

You have selected Option: 2  
(Date: 2025-02-28, Amount: [ ]) Consent: ACCEPTED  
EPFO Start Date: [ ]  
Please confirm to submit your consent

Submit Consent

Cancel

W.E.F. Date: [ ]

*WEF Date is the EPS membership start date. It can be verified from the acknowledgement received from the EPFO member portal when you had applied for the Joint Option on Higher Pension.*

Consent form for Higher Pension Instructions

Sail Pern: [ ] STNO: [ ] Name: [ ]  
UAN No: [ ] EPS No: [ ] Deman: [ ]  
Demand Letter Date: 22/01/2025 Due Amount: [ ] Due Amount Date: [ ]  
Consent Status: True Consent Date: [ ] W.e.f. Date: [ ]

Option 1  
Due Date: 31/01/2025  
Due Amount: [ ]

Option 2  
Due Date: 28/02/2025  
Due Amount: [ ]

Option 3  
Due Date: 31/03/2025  
Due Amount: [ ]

DD Details: [ DD Number: None | Bank: | Date: ]  
HR Status: [ Status: | User: | Date: ]  
Finance Status: [ Status: | User: | Date: ]  
Demand Letter: [ Download Demand Letter ]

You have submitted your consent for Higher Pension with status ACCEPTED on Jan. 31, 2025.

Download Consent Letter: [ Download Consent Letter ]

**Selected Option** (arrow pointing to Option 2)

**Check your status here** (arrow pointing to the Consent Status field)

**Download Consent Letter** (arrow pointing to the button)

5.

6. If all is ok, then choose SUBMIT.
7. Download the Consent letter and prepare 3 copies of them.  
**[Even if your option is NO you need to submit your consent as NO and Download the NO Consent Letter]**
8. 02 sets of the hard copies duly signed by you along with the cheque/DD will have to be sent to  
Ms. Anju Singh  
GM ( HR Rules ) and Nodal Officer for Higher Pension  
B Block -Room no. B-217  
Ispat Bhawan  
Bokaro Steel Plant  
Bokaro Steel City  
Mobile: 8986872423  
Email: [anju.singh@sail.in](mailto:anju.singh@sail.in)

**DD OR CHEQUE ARE THE ONLY MODES OF PAYMENT**

**There are no Links for payment for higher pension to EPFO. DO not click or respond to any link or CALL or SMS for online Payment for Higher Pension.**



<https://edesk.sailbsl.in>

### **Important Points to note**

1. The portal will be open from 1<sup>st</sup> to 16<sup>th</sup> of the month ,to choose the options
2. The DD/Cheque and all documents duly signed by the ex employee must be delivered to the Nodal Officer for Higher Pension latest by 20<sup>th</sup> of the month as per the choice of the month and the corresponding amount for which the option has been chosen by you.
3. **BSL WILL NOT BE ABLE TO PROCESS THE DOCUMENTS RECEIVED BEYOND THE SCHEDULED DATES. PLEASE ENSURE THAT ALL DOCUMENTS AND DD/Cheque BE RECEIVED AT HR WITHIN 20<sup>TH</sup> OF THE CONCERNED MONTH WHICH HAS BEEN CHOSEN FOR THE PAYMENT.**
4. DD/Cheque must be as per the instructions in the Demand letter at Serial No. 5 i.e.
  - a. Deposit by Cheque must be by the concerned member only
  - b. Deposit by Cheque must be from the own bank account only.
  - c. DD to be in favour of RPFC, Ranchi payable at Ranchi.
  - d. Cheque to be in favour of RPFC, Ranchi , payable at par at all branches.
5. DD/Cheque should have the following details on the backside:
  - i. Acknowledgement number
  - ii. UAN/PPO Number
  - iii. Name and the mobile number of the member/pensioner
  - iv. Demand letter number and date.

For any queries may contact,

Ms Anju Singh, GM ( HR ) , Nodal Officer for Higher Pension: 8986872423

Ms .Poonam Singh , DGM ( F&A), Nodal Officer for EPFO : 8986872837