

Employees' Old-Age Benefits Institution



Facilitation System for Employers and Employees

Operational Manual

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1. GENERAL INFORMATION

1.1 System Overview

Being the national institution for employees' old age benefits, EOBI faced uphill challenges for providing an online platform as well as integrating that platform with existing intranet based core business application, in order to provide speedy facilitation services to employers, who are a key stakeholder to the organization. For this purpose EOBI requires an enterprise-class information system to facilitate employers (directly and through other channels) and manage their core business processes.

2. GETTING STARTED

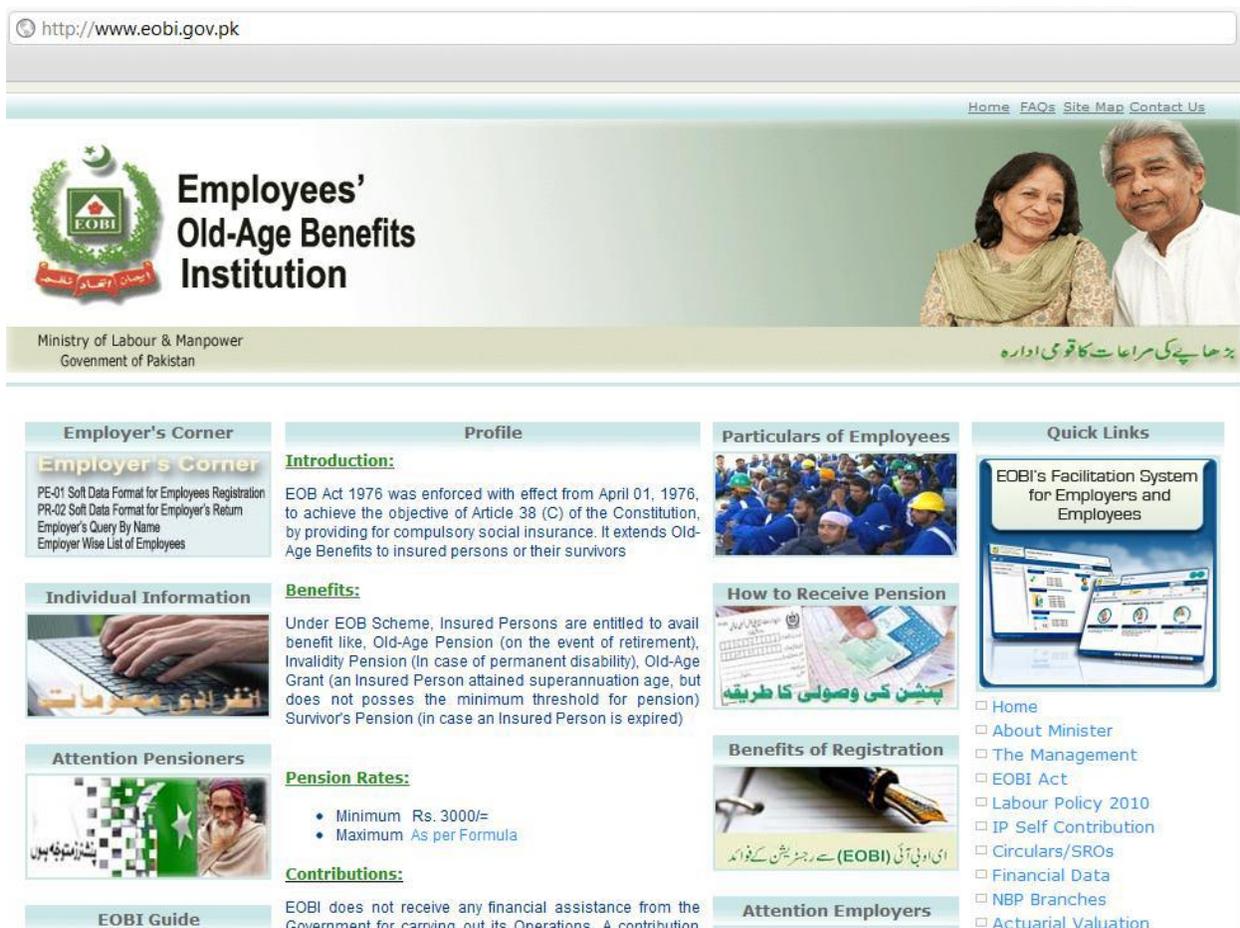
This section will provide a walkthrough of the system for an Employer's user and its responsibilities and functionality from Login to Logout.

2.1 Registration

❖ How to Register

Please visit <http://www.eobi.gov.pk>.

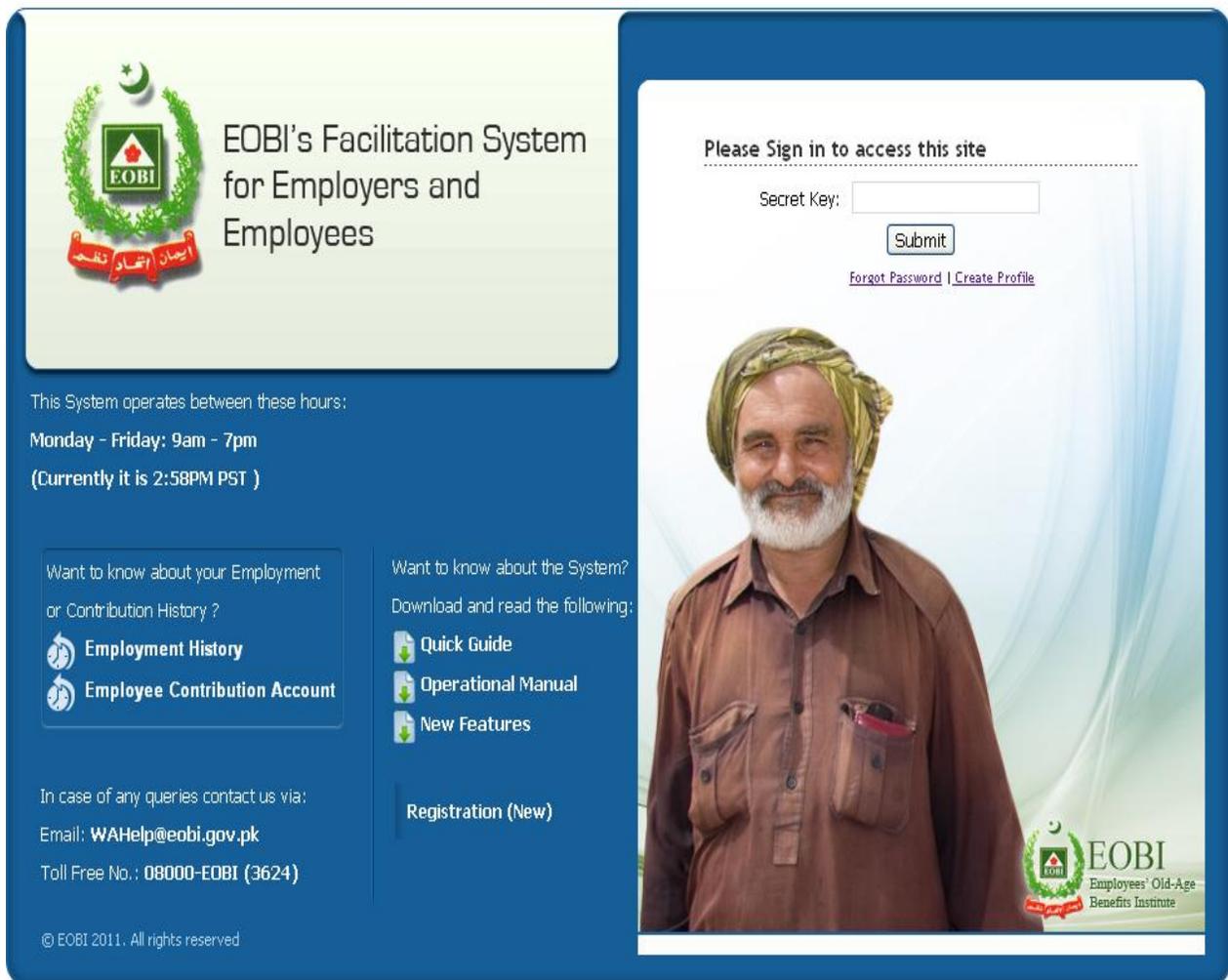
Now, click on the EOBi's Facilitation System for Employers and Employees link, coming under the Quick Links section (at the right hand side).



The screenshot shows the homepage of the Employees' Old-Age Benefits Institution (EOBi). The header includes the website URL <http://www.eobi.gov.pk> and navigation links: Home, FAQs, Site Map, Contact Us. The main banner features the EOBi logo and the text "Employees' Old-Age Benefits Institution" along with a photograph of an elderly couple. Below the banner, the website is organized into several sections:

- Employer's Corner:**
 - Employer's Corner:** PE-01 Soft Data Format for Employees Registration, PR-02 Soft Data Format for Employer's Return, Employer's Query By Name, Employer Wise List of Employees.
 - Individual Information:** (Image of hands typing on a keyboard)
 - Attention Pensioners:** (Image of an elderly man)
 - EOBi Guide:**
- Profile:**
 - Introduction:** EOB Act 1976 was enforced with effect from April 01, 1976, to achieve the objective of Article 38 (C) of the Constitution, by providing for compulsory social insurance. It extends Old-Age Benefits to insured persons or their survivors.
 - Benefits:** Under EOB Scheme, Insured Persons are entitled to avail benefit like, Old-Age Pension (on the event of retirement), Invalidity Pension (In case of permanent disability), Old-Age Grant (an Insured Person attained superannuation age, but does not possess the minimum threshold for pension) Survivor's Pension (in case an Insured Person is expired).
 - Pension Rates:**
 - Minimum Rs. 3000/=
 - Maximum As per Formula
 - Contributions:** EOBi does not receive any financial assistance from the Government for carrying out its Operations. A contribution
- Particulars of Employees:** (Image of a group of workers in blue uniforms)
- How to Receive Pension:** (Image of a person receiving a pension check)
- Benefits of Registration:** (Image of a pen and a document)
- Attention Employers:**
- Quick Links:**
 - EOBi's Facilitation System for Employers and Employees
 - Home
 - About Minister
 - The Management
 - EOBi Act
 - Labour Policy 2010
 - IP Self Contribution
 - Circulars/SROs
 - Financial Data
 - NBP Branches
 - Actuarial Valuation

It will take you to the login page of the EOBI's Facilitation System for Employers and Employees. See below the login page of the application.



The screenshot displays the login interface for the EOBI's Facilitation System. On the left, a banner features the EOBI logo and the text "EOBI's Facilitation System for Employers and Employees". Below this, it states the system's operating hours: "Monday - Friday: 9am - 7pm" and notes the current time as "2:58PM PST". Two columns of links provide access to "Employment History", "Employee Contribution Account", "Quick Guide", "Operational Manual", and "New Features". A "Registration (New)" link is also present. Contact information for WAHelp@eobi.gov.pk and toll-free number 08000-EOBI (3624) is provided. The right side of the page shows a login form with a "Secret Key" input field, a "Submit" button, and links for "Forgot Password" and "Create Profile". A portrait of a man in a turban is featured in the background of the login area.

**EOBI's Facilitation System
for Employers and
Employees**

This System operates between these hours:
Monday - Friday: 9am - 7pm
(Currently it is 2:58PM PST)

Want to know about your Employment
or Contribution History ?

-  **Employment History**
-  **Employee Contribution Account**

Want to know about the System?
Download and read the following:

-  **Quick Guide**
-  **Operational Manual**
-  **New Features**

Registration (New)

In case of any queries contact us via:
Email: WAHelp@eobi.gov.pk
Toll Free No.: **08000-EOBI (3624)**

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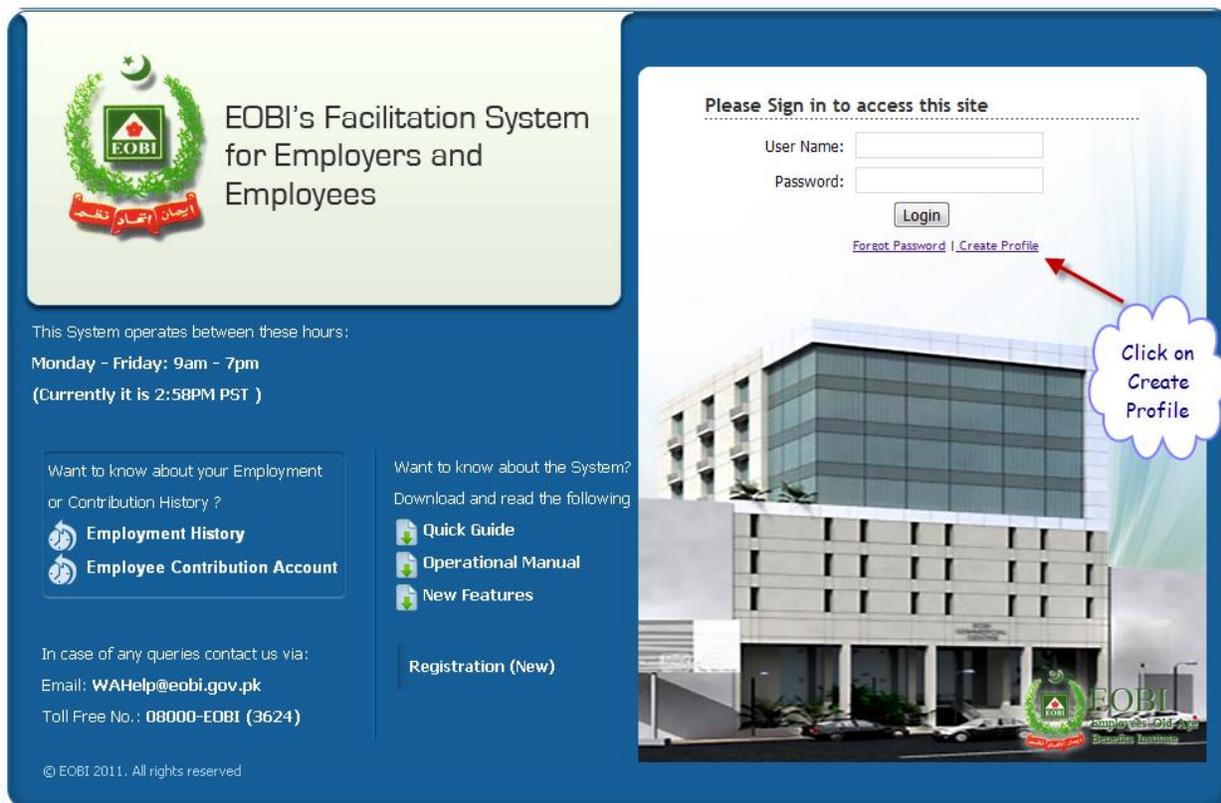
Please Sign in to access this site

Secret Key:

[Forgot Password](#) | [Create Profile](#)

 **EOBI**
Employees' Old-Age-
Benefits Institute

The Employer's representative accessing the portal for the first time will be required to create its Employer's User Profile in order to access and use the EOBI Information System for Employers and Employees Facilitation.



EOBI's Facilitation System for Employers and Employees

This System operates between these hours:
Monday - Friday: 9am - 7pm
 (Currently it is 2:58PM PST)

Want to know about your Employment or Contribution History ?

-  **Employment History**
-  **Employee Contribution Account**

In case of any queries contact us via:
 Email: WAHelp@eobi.gov.pk
 Toll Free No. : 08000-EOBI (3624)

Want to know about the System? Download and read the following

-  **Quick Guide**
-  **Operational Manual**
-  **New Features**

[Registration \(New\)](#)

Please Sign in to access this site

User Name:

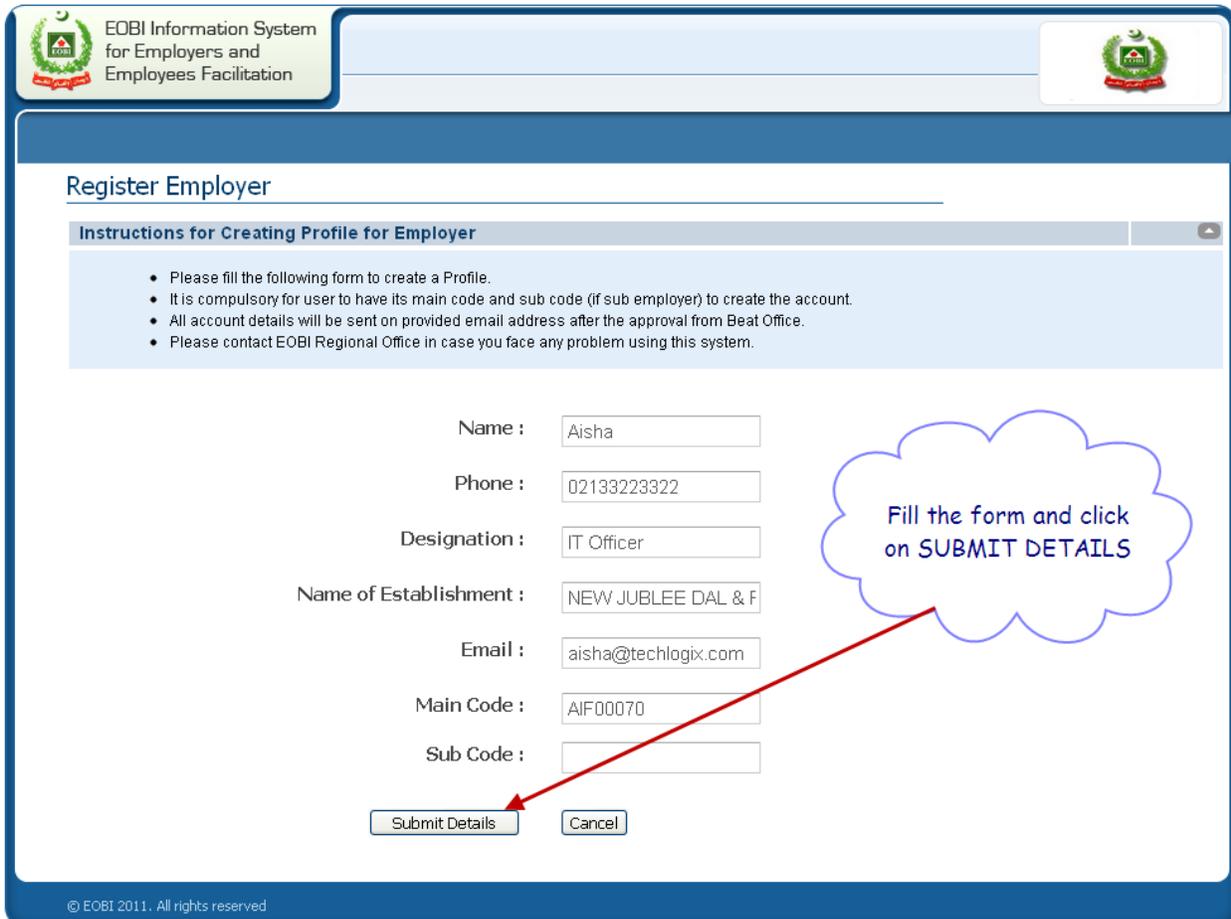
Password:

[Forgot Password](#) | [Create Profile](#)

Click on Create Profile

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The authorized user of the Employer fills the Information requested on the portal for the creation of its User and Submit.



The screenshot displays the 'Register Employer' page within the EOB Information System. The page header includes the system name and logo. Below the header, there are instructions for creating a profile for an employer. The form contains several input fields for personal and professional details, along with a 'Submit Details' button. A callout bubble with a red arrow points to the 'Submit Details' button, instructing the user to fill the form and click on 'SUBMIT DETAILS'.

**EOBI Information System
for Employers and
Employees Facilitation**

Register Employer

Instructions for Creating Profile for Employer

- Please fill the following form to create a Profile.
- It is compulsory for user to have its main code and sub code (if sub employer) to create the account.
- All account details will be sent on provided email address after the approval from Beat Office.
- Please contact EOBI Regional Office in case you face any problem using this system.

Name :

Phone :

Designation :

Name of Establishment :

Email :

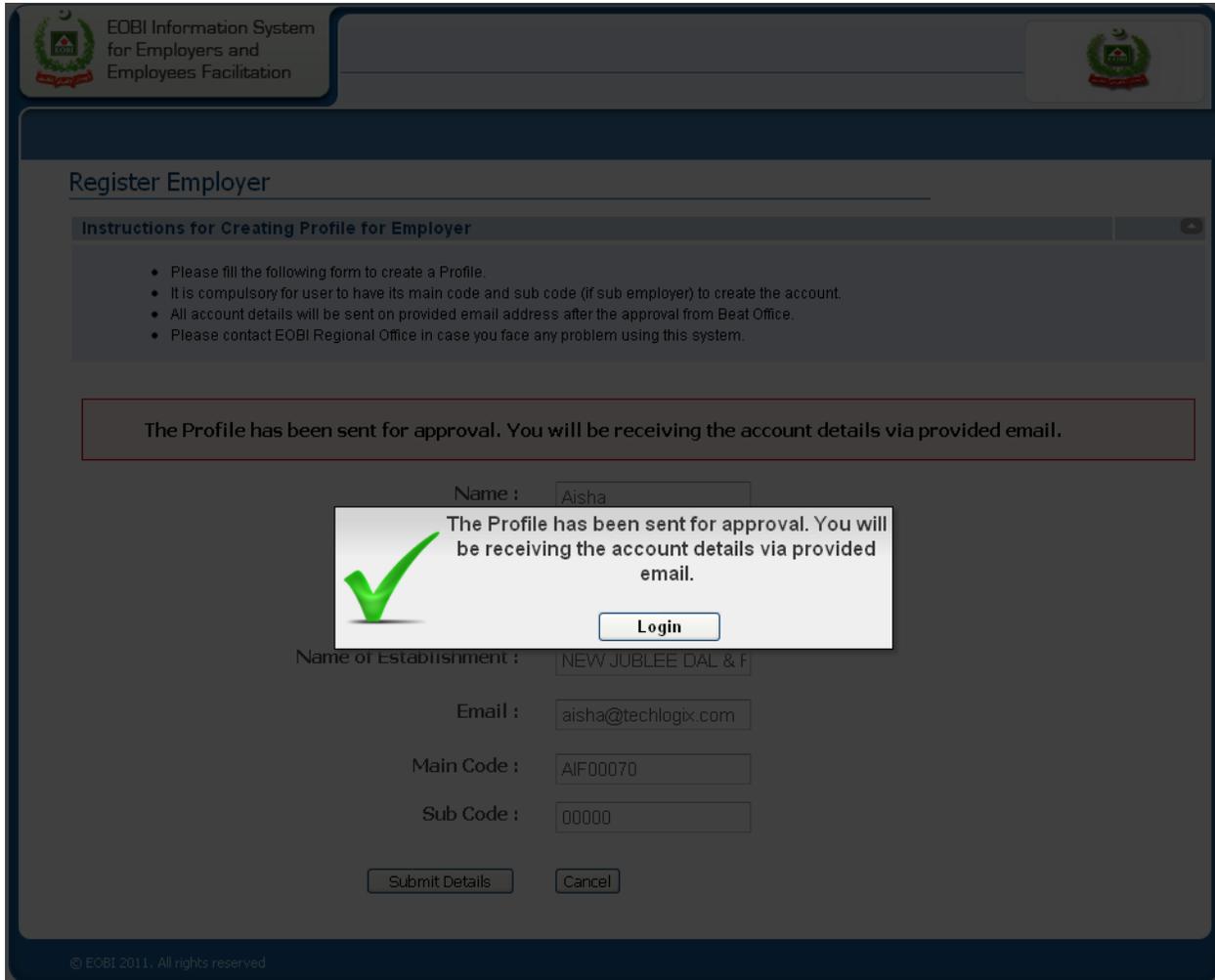
Main Code :

Sub Code :

Fill the form and click on **SUBMIT DETAILS**

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The Employer is prompted of Successful Submission and is requested to check the email they provided for further details.



EOBI Information System
for Employers and
Employees Facilitation

Register Employer

Instructions for Creating Profile for Employer

- Please fill the following form to create a Profile.
- It is compulsory for user to have its main code and sub code (if sub employer) to create the account.
- All account details will be sent on provided email address after the approval from Beat Office.
- Please contact EOBI Regional Office in case you face any problem using this system.

The Profile has been sent for approval. You will be receiving the account details via provided email.

Name :



The Profile has been sent for approval. You will be receiving the account details via provided email.

[Login](#)

Name of Establishment :

Email :

Main Code :

Sub Code :

[Submit Details](#) [Cancel](#)

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The Employer will receive a notification email informing them that their profile is submitted to their beat officer for approval. They will also be given their **User ID** and **secret key**.

EOBI FS Account Request

noreply@eobi.gov.pk

Sent: Wed 5/18/2011 7:08 PM

To: akhalid@techlogix.com

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Institution

Thank you for starting EOBI Portal's registration process.

Welcome!

Your request for profile has been assigned to your Field Officer!

Your User ID and Secret Key are given below. The password will be send to you via email, as soon as your profile gets approved.

User ID:	AAA03098FS
Secret Key	21xrr96g289n

User ID and
Secret Key

Please do note that the secret key will be required along with password the first time you login to the system, so please don't lost it!

Thank you for starting the registration process!

Incase of any issue/ query contact the following :

Email: helpdesk@eobi.gov.pk

UAN: 08000-EOBI (3624) (during office hours 8 AM to 3 PM)

Yours Sincerely,
The EOBI Team

If Employer registration request is approved by the respective Beat Officer you will receive a verification email and will be provided with a password to access the EFS portal.

Employees'
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Benefits
Institution

Congratulations! You have successfully been registered to EOBI's Portal!

Welcome!

Congratulations! Your request for profile has been approved!

You User ID, Password and Secret Key are given below.

The Employer will receive an account creation email with their credentials

User ID:	AAA02470FS
Password:	18lrz38pzc6k
Secret Key	zyufn404a7t1

[Click here](#) to login to your account.

Please note that you will be required to login for the first time, using both your secret key and password!

Incase you forget your password, your secret key will be required to reset the password, so please don't loose it!

Thank you for registering and hope that you will have a wonderful time!

Incase of any issue/ query contact the following :

Email: helpdesk@eobi.gov.pk

UAN: 08000-EOBI (3624) (during office hours 8 AM to 3 PM)

Yours Sincerely,
The EOBI Team



Note: In case your request is not approved by EOBI's Beat/Field Officer, you will be sent a rejection email indicating the reasons(s) for rejection.

From: noreply.eobi@gmail.com [mailto:noreply.eobi@gmail.com]

Sent: Friday, May 20, 2011 4:15 PM

To: asimmehdi@techlogix.com

Subject: EOBI FS Account request rejected

Employees'
Old-Age Benefits
Institution

Thank you for starting EOBI Portal's registration process.

Dear Asim!

Your request for profile has been rejected for the following reason(s):

"Not a valid phone number"

Please contact your regional office for the settlement of the dispute.

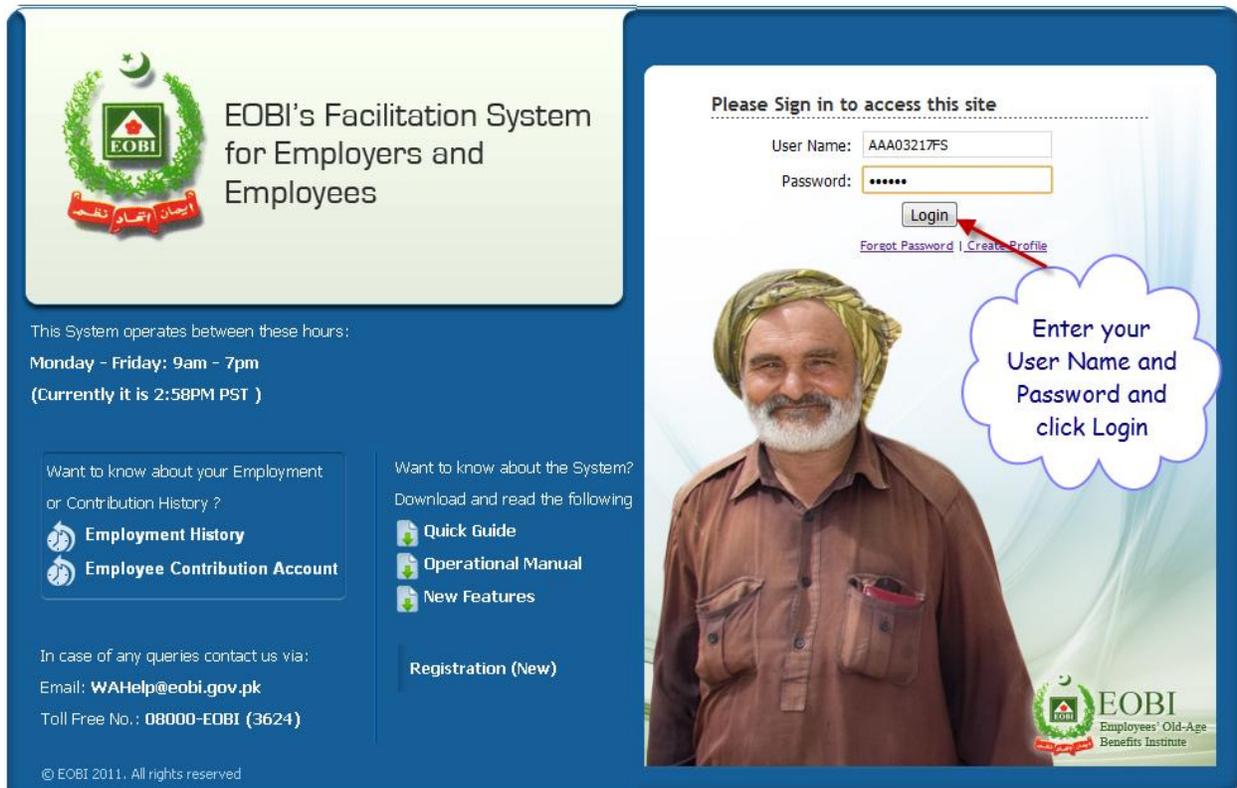
Incase of any issue/ query contact the following :

Email: helpdesk@eobi.gov.pk

UAN: 08000-EOBI (3624) (during office hours 8 AM to 3 PM)

Yours Sincerely,
The EOBI Team

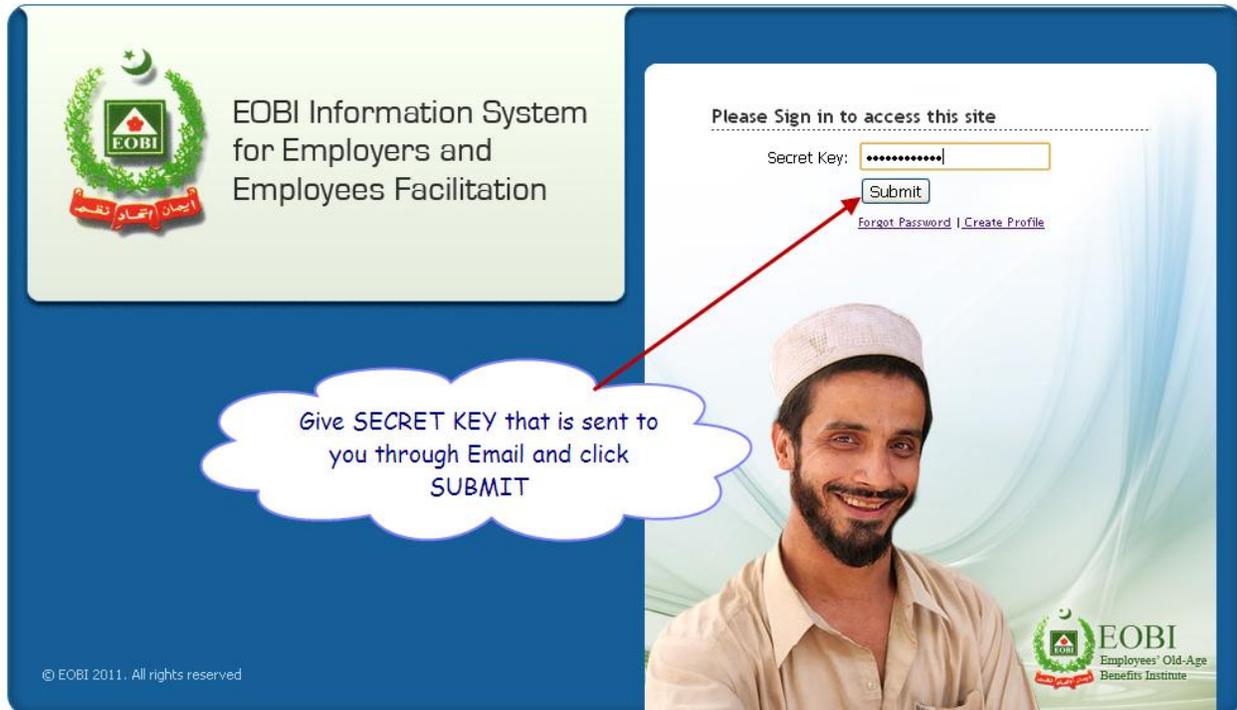
The new user will then use the user id and password to login to the portal.



The screenshot displays the EOBI Facilitation System interface. On the left, a banner features the EOBI logo and the text "EOBI's Facilitation System for Employers and Employees". Below this, it states the system's operating hours: "Monday - Friday: 9am - 7pm" and the current time: "(Currently it is 2:58PM PST)". A section titled "Want to know about your Employment or Contribution History?" includes links for "Employment History" and "Employee Contribution Account". Another section, "Want to know about the System?", offers "Quick Guide", "Operational Manual", and "New Features". A "Registration (New)" button is also present. At the bottom left, contact information is provided: "Email: WAHelp@eobi.gov.pk" and "Toll Free No.: 08000-EOBI (3624)". The footer reads "© EOBI 2011. All rights reserved".

The right side of the screenshot shows the login form with the heading "Please Sign in to access this site". It contains fields for "User Name:" (filled with "AAA03217FS") and "Password:" (filled with "*****"). A "Login" button is highlighted with a red arrow. Below the button are links for "Forgot Password" and "Create Profile". A speech bubble with a blue border contains the text "Enter your User Name and Password and click Login". A photograph of a smiling man with a white beard and a green turban is positioned below the login form. The EOBI logo and name are visible in the bottom right corner of the page.

The Employer will be asked for the secret key to verify its login request.



The screenshot shows the login interface for the EOBI Information System. On the left, a box contains the EOBI logo and the text "EOBI Information System for Employers and Employees Facilitation". On the right, the login form is titled "Please Sign in to access this site" and includes a "Secret Key:" field with a masked input, a "Submit" button, and links for "Forgot Password" and "Create Profile". A red arrow points from a callout box to the "Submit" button. The callout box contains the text: "Give SECRET KEY that is sent to you through Email and click SUBMIT". The background features a smiling man in a white cap and shirt. The EOBI logo and name are visible in the bottom right corner.

EOBI Information System
for Employers and
Employees Facilitation

Please Sign in to access this site

Secret Key:

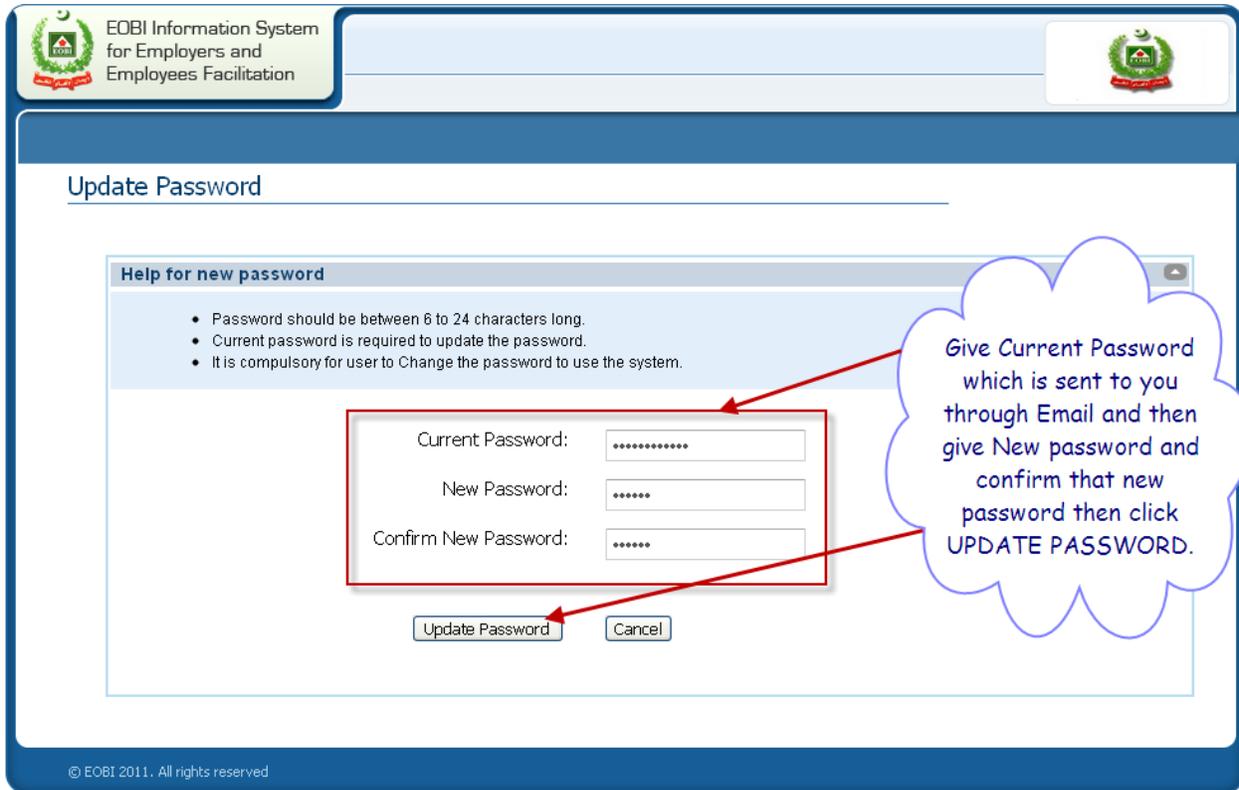
[Forgot Password](#) | [Create Profile](#)

Give SECRET KEY that is sent to you through Email and click SUBMIT

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The Employer will be required to change its password on its first login.



EOBI Information System
for Employers and
Employees Facilitation

Update Password

Help for new password

- Password should be between 6 to 24 characters long.
- Current password is required to update the password.
- It is compulsory for user to Change the password to use the system.

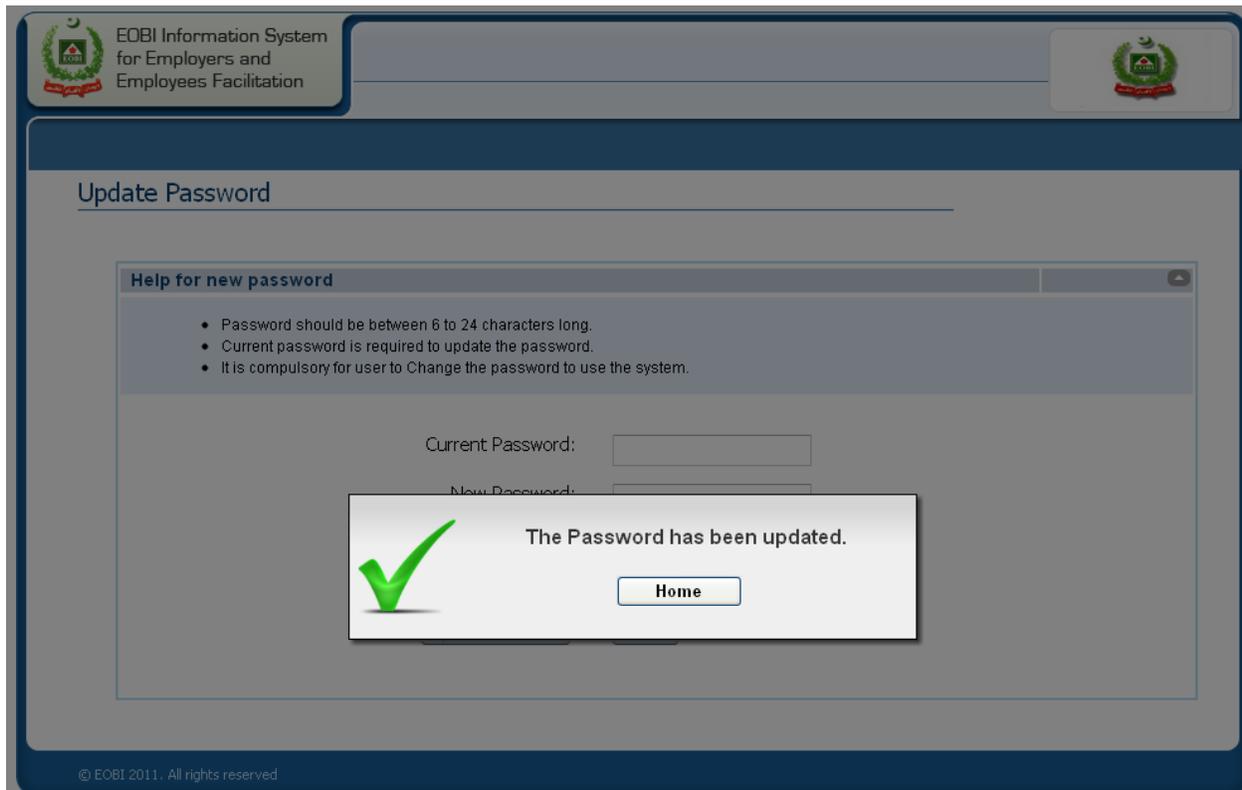
Current Password:

New Password:

Confirm New Password:

Give Current Password which is sent to you through Email and then give New password and confirm that new password then click UPDATE PASSWORD.

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EOBI Information System
for Employers and
Employees Facilitation

Update Password

Help for new password

- Password should be between 6 to 24 characters long.
- Current password is required to update the password.
- It is compulsory for user to Change the password to use the system.

Current Password:

New Password:

 **The Password has been updated.**

[Home](#)

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The Employer is taken to its Dashboard or Home Page. Here the pending activities will be blinking in red



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: **AAA03217**



A
G

Check List

- ▶ Report, Update & Verify
- ▶ Voucher Generation
- ▶ Registration of Employee
- ▶ Arrears Settlement
- ▶ **User Management**
- » Update Profile
- » Change Password
- » Manage Employer Rights
- ▶ Employer Reports
- ▶ Previous Vouchers

Welcome to your EOBI Account

QUICK INFO

 <p>MARCH FRI 12</p>	<p>● Last Submission 30 Apr 2011</p>	<p>● Last Voucher Generation Combined Voucher: Never! Current Voucher: 04 May 2011 Arrears Voucher: Never!</p>	<p>● Last Payment Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!</p>
---	---	---	---

THINGS TO DO



- » Reporting of Employees
- » Generate Voucher
- » Payment of Voucher

PENSIONERS



- » Total Pensioners: **1**
- » Survivor: **0**
- » Old-Age Grant: **0**
- » Invalidity: **0**
- » Old-Age Pension: **1**

ACCOUNT INFO



- » Change Password
- » Update Profile

REPORTS

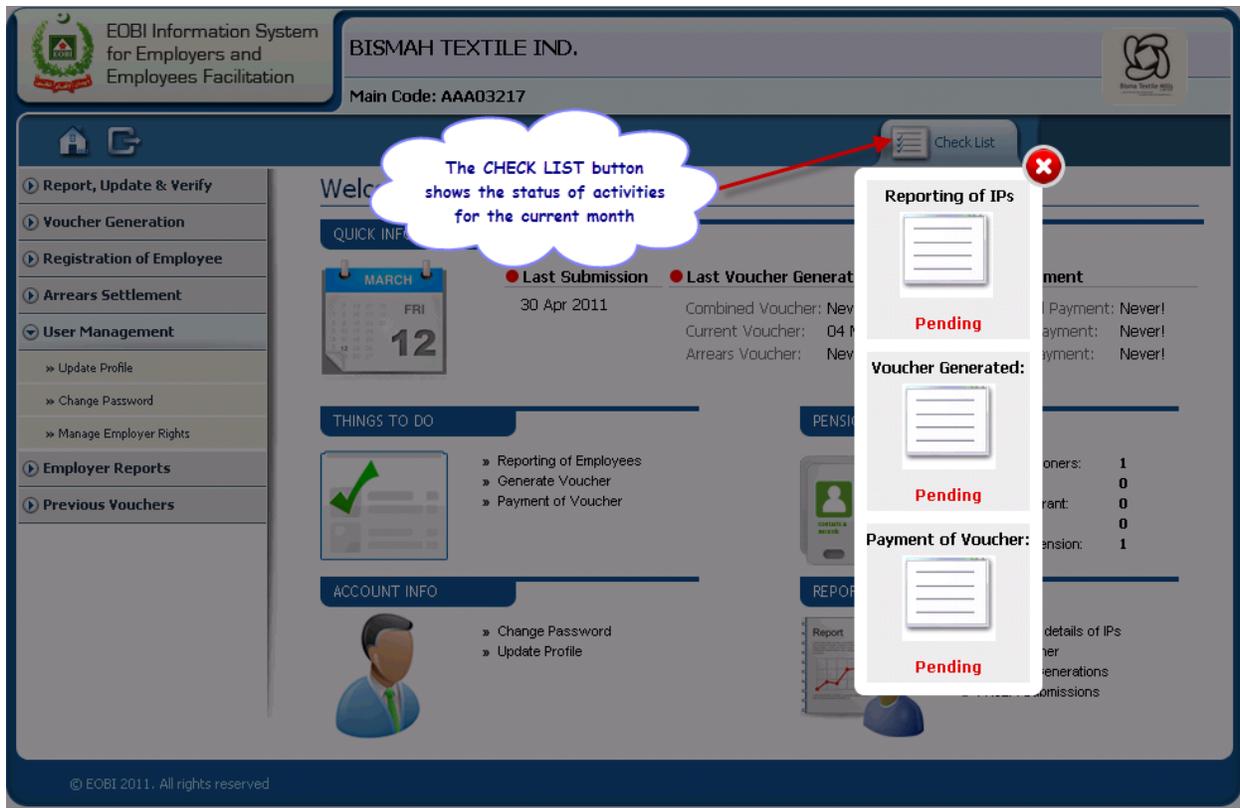


- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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Employer can also view the current status of his/her tasks by clicking the Check List tab. This shows the status of the following:

- 1) Report, Verify it's employees for the last month
- 2) Generation of voucher
- 3) Voucher payment at Bank



EOBI Information System
for Employers and
Employees Facilitation

BISMAL TEXTILE IND.
Main Code: AAA03217

Check List

The CHECK LIST button shows the status of activities for the current month

Reporting of IPs
Pending

Voucher Generated:
Pending

Payment of Voucher:
Pending

Reporting of Employees
Generate Voucher
Payment of Voucher

Change Password
Update Profile

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The Status is changed to 'Completed' and highlighted in **Green** when the activity is completed.



The screenshot displays the EOBI Information System interface for BISMAH TEXTILE IND. (Main Code: AAA03217). A 'Check List' popup is visible, listing three activities:

- Report, Verify:** Status: Completed (indicated by a green checkmark icon).
- Voucher Generated:** Status: Completed (indicated by a green checkmark icon).
- Payment of Voucher:** Status: Pending (indicated by a red 'X' icon).

Annotations on the screenshot include:

- A cloud labeled "Completed Activities" with green arrows pointing to the 'Report, Verify' and 'Voucher Generated' items.
- A cloud labeled "Pending Activity" with a red arrow pointing to the 'Payment of Voucher' item.

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2.2 SYSTEM MENU

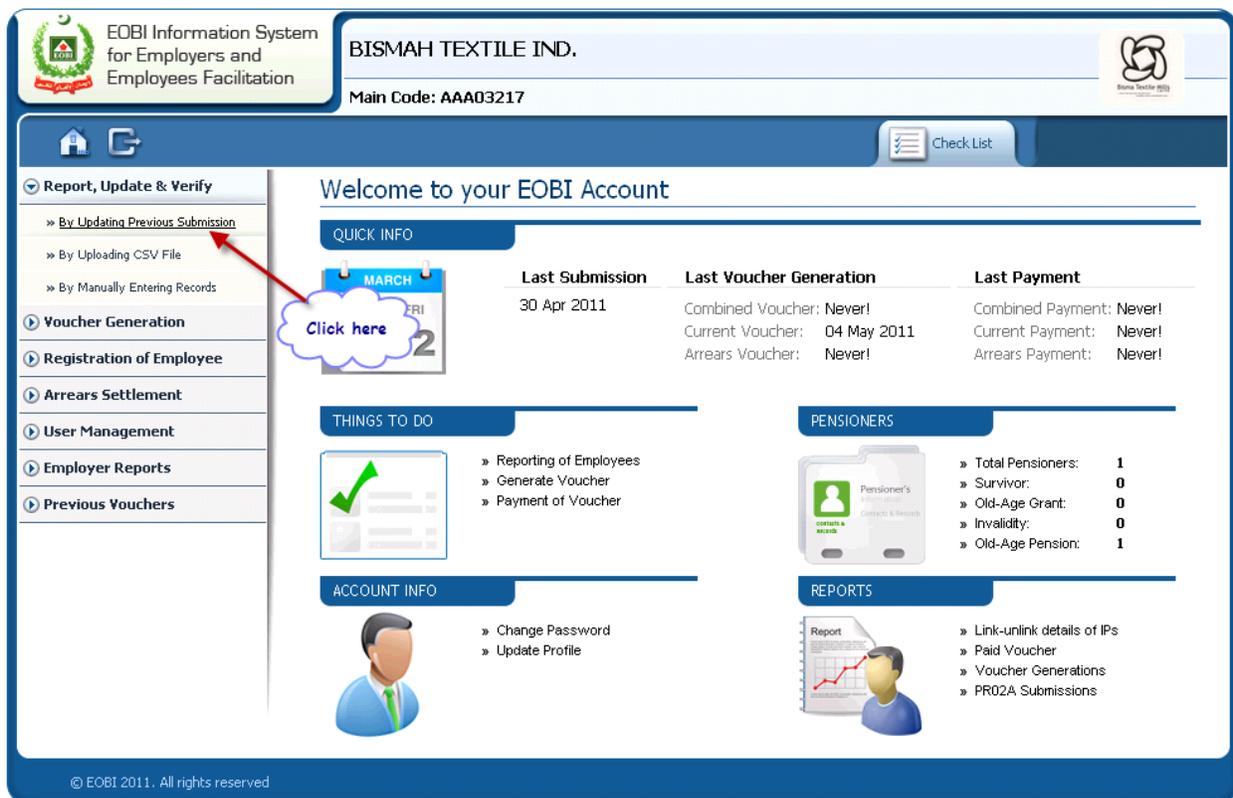
2.2.1 Report, Update and Verify:

Employer can Report, Update and Verify his/her Employee(s) and their monthly contributions via any of the three processes.

By updating existing employees' detail: This method is recommended when you have a large number of Reporting Employees and the reporting employees are almost same as the employees reported for the last month (.ie. there are a few joinings and exiting employees).

By updating existing employees' detail

Click on the Report, Update and verify menu and then 'By Updating Previous Submission' submenu.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Check List

Report, Update & Verify

- » By Updating Previous Submission
- » By Uploading CSV File
- » By Manually Entering Records

Voucher Generation

Registration of Employee

Arrears Settlement

User Management

Employer Reports

Previous Vouchers

Welcome to your EOBI Account

QUICK INFO

Last Submission	Last Voucher Generation	Last Payment
30 Apr 2011	Combined Voucher: Never! Current Voucher: 04 May 2011 Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Reporting of Employees
- » Generate Voucher
- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

PENSIONERS

» Total Pensioners:	1
» Survivor:	0
» Old-Age Grant:	0
» Invalidity:	0
» Old-Age Pension:	1

REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PRO2A Submissions

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Follow the Wizard tabs to carry out the PR02A submission process.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Submission Period: From 01 May 2011 To 31 May 2011 Check List

STEP 1
Edit Existing Insured Persons

STEP 2
 Exit Insured Persons

STEP 3
 New Employees with EOBI No.

STEP 4
 New Employees without EOBI No.

STEP 5
 Submit

SKIP
Exit Wizard

Downloads Current PR02A Field Description Sample CSV

Search by Name, CNIC or EOBI#

Step 1: How to fill Edit Insured Persons fields

- You can edit the "Number of Days worked" of part-time employees by clicking on the edit icon.
- Set the partfull time days worked by clicking the Edit icon, enter the number of part time days and click Save button.
- You can also enter the CNIC and Date of Birth of employees.
- After you have completed the editing, click on Done button.

Follow these wizard steps to update, exit, join and submit the employees for this period

Main
Employee Count: 16

#	Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked	Edit
1	Abc	0100E228215	45567-6789043-1	04 Jan 2001	01 Dec 2011	0 days	
2	Arshad Shahid	3100B245715		01 Sep 1975	01 Jan 0001		
3	Muhammad Waqas	3100C245691	35202-6912317-1	07 Aug 1984	01 Jan 0001		
4	Abdul Rehman	3100C245706		17 Jul 1975	01 Jan 0001		

16 Insured Person(s) found, displaying 4 Insured Person(s), from 1 to 4. Page 1 / 4. Show: [more](#) | [less](#)

javascript;

You can search any Insured Person linked with your organization on the following criteria.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Submission Period: From 01 May 2011 To 31 May 2011
Check List

STEP 1 **Edit Existing Insured Persons**
STEP 2 Exit Insured Persons
STEP 3 New Employees with EOBI No.
STEP 4 New Employees without EOBI No.
STEP 5 Submit
SKIP Exit Wizard

Downloads
Current PR02A
Field Description
Sample CSV

Search by Name, CNIC or EOBI#

Step 1: How to fill Edit Insured Persons fields

- You can select the "Number of Days worked" of employees either as full days or zero days.
- Set the zero/full time days worked by clicking the Edit link and then select the zero days option or full days option and click Save button.
- You can also enter the CNIC and Date of Birth of employee if its not already entered.
- After you have completed the editing, click on Done button to save the changes for the employee.

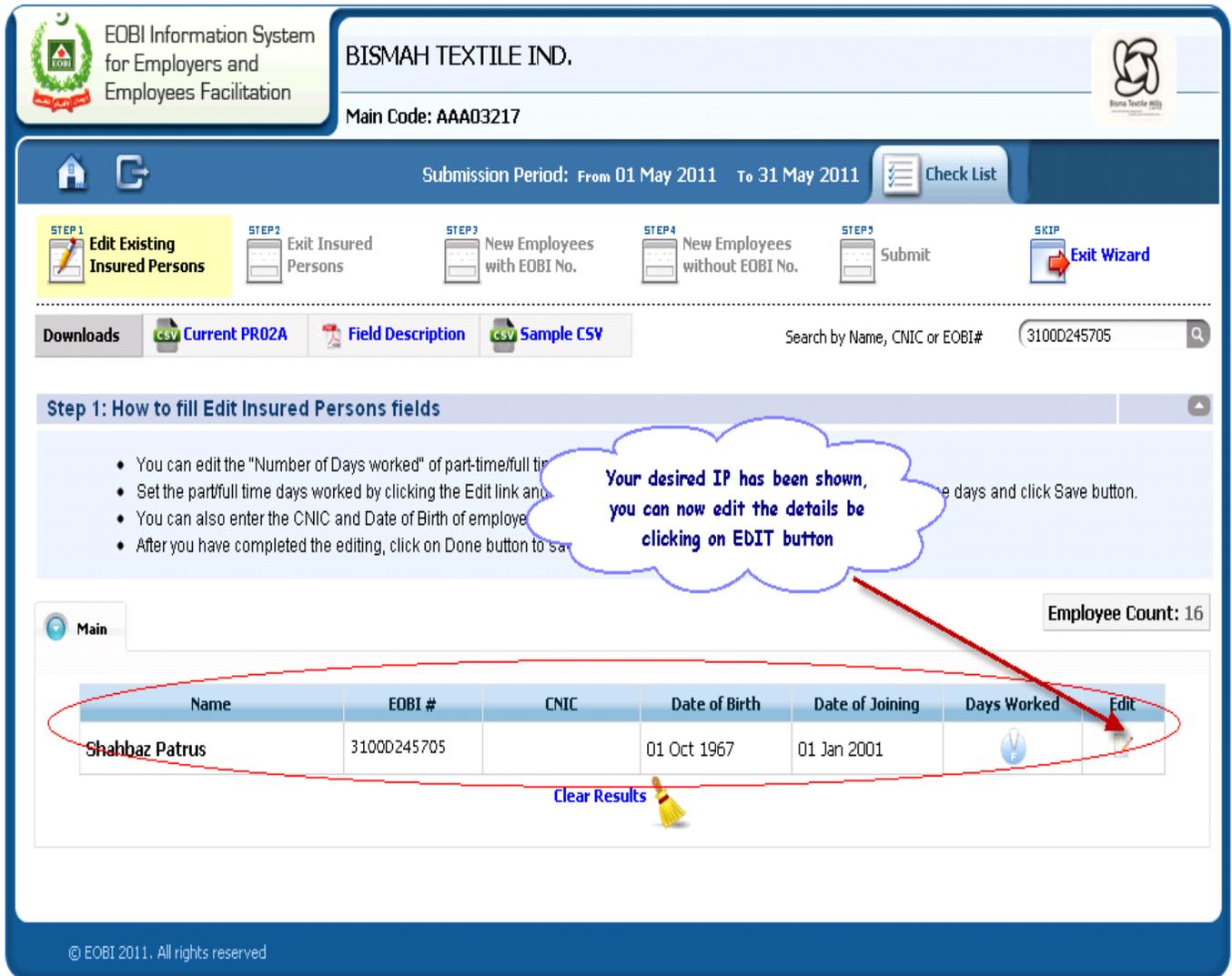
Main
Employee Count: 16

#	Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked	Edit
1	Abc	0100E228215	45567-6789043-1	04 Jan 2001	01 Dec 2011	0 days	
2	Arshad Shahid	3100B245715		01 Sep 1975	01 Jan 0001		
3	Muhammad Waqas	3100C245691	35202-6912317-1	07 Aug 1984	01 Jan 0001		
4	Abdul Rehman	3100C245706		17 Jul 1975	01 Jan 0001		

16 Insured Person(s) found, displaying 4 Insured Person(s), from 1 to 4. Page 1 / 4. Show: [more](#) | [less](#)

Step 1 : Edit Existing Insured Persons:

You can then edit the information provided for the IP you searched.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

STEP 1 **Edit Existing Insured Persons** | STEP 2 Exit Insured Persons | STEP 3 New Employees with EOBI No. | STEP 4 New Employees without EOBI No. | STEP 5 Submit | SKIP Exit Wizard

Downloads | Current PR02A | Field Description | Sample CSV | Search by Name, CNIC or EOBI# | 31000245705

Step 1: How to fill Edit Insured Persons fields

- You can edit the "Number of Days worked" of part-time/full time employees by clicking the Edit link and entering the number of days and click Save button.
- Set the part/full time days worked by clicking the Edit link and entering the number of days and click Save button.
- You can also enter the CNIC and Date of Birth of employee.
- After you have completed the editing, click on Done button to save.

Your desired IP has been shown, you can now edit the details by clicking on EDIT button

Employee Count: 16

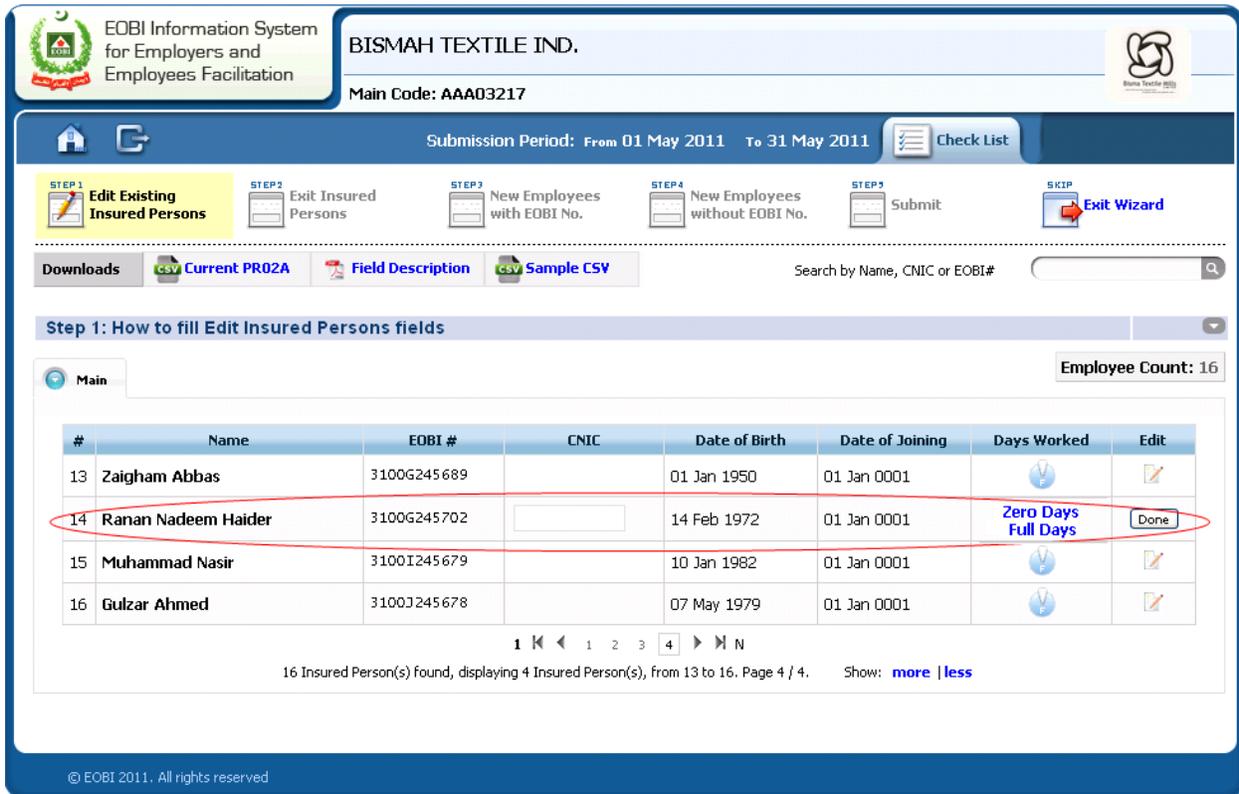
Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked	Edit
Shahbaz Patrus	31000245705		01 Oct 1967	01 Jan 2001		

Clear Results

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You can Edit the CNIC, Date of Birth (if not provided), Date of Joining and Days Worked information (Full day or zero days) shown in the screen below.

Click on **Done** after making the changes to save them.



EOBIS Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

Check List

STEP 1: Edit Existing Insured Persons

STEP 2: Exit Insured Persons

STEP 3: New Employees with EOBIS No.

STEP 4: New Employees without EOBIS No.

STEP 5: Submit

SKIP: Exit Wizard

Downloads: Current PR02A, Field Description, Sample CSV

Search by Name, CNIC or EOBIS#

Step 1: How to fill Edit Insured Persons fields

Employee Count: 16

#	Name	EOBIS #	CNIC	Date of Birth	Date of Joining	Days Worked	Edit
13	Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001		
14	Ranan Nadeem Haider	3100G245702		14 Feb 1972	01 Jan 0001	Zero Days Full Days	Done
15	Muhammad Nasir	3100I245679		10 Jan 1982	01 Jan 0001		
16	Gulzar Ahmed	3100J245678		07 May 1979	01 Jan 0001		

16 Insured Person(s) found, displaying 4 Insured Person(s), from 13 to 16. Page 4 / 4. Show: more | less

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Select the Days Worked as Zero Days or Full Days, and click Done after making the Days Worked changes.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Submission Period: From 01 May 2011 To 31 May 2011 [Check List](#)

STEP 1
Edit Existing Insured Persons

STEP 2
Exit Insured Persons

STEP 3
New Employees with EOBI No.

STEP 4
New Employees without EOBI No.

STEP 5
Submit

SKIP
Exit Wizard

Downloads [Current PR02A](#) [Field Description](#) [Sample CSV](#) Search by Name, CNIC or EOBI#

Step 1: How to fill Edit Insured Persons fields

Main Employee Count: 16

#	Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked	Edit
13	Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001		
14	Ranan Nadeem Haider	3100G245702	<input type="text"/>	14 Feb 1972	01 Jan 0001	Zero Days Full Days	Done
15	Muhammad Nasir	3100I245679		10 Jan 1982	01 Jan 0001		
16	Gulzar Ahmed	3100J245678		07 May 1979	01 Jan 0001		

1 1 2 3 4 N

16 Insured Person(s) found, displaying 4 Insured Person(s), from 13 to 16. Page 4 / 4. Show: [more](#) | [less](#)

You can now view the changes as well.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Home Refresh

Submission Period: From 01 May 2011 To 31 May 2011

Check List

STEP 1

Edit Existing Insured Persons

STEP 2

Exit Insured Persons

STEP 3

New Employees with EOBI No.

STEP 4

New Employees without EOBI No.

STEP 5

Submit

SKIP

Exit Wizard

Downloads

Current PR02A

Field Description

Sample CSV

Search by Name, CNIC or EOBI#

Step 1: How to fill Edit Insured Persons fields

Main

Employee Count: 16

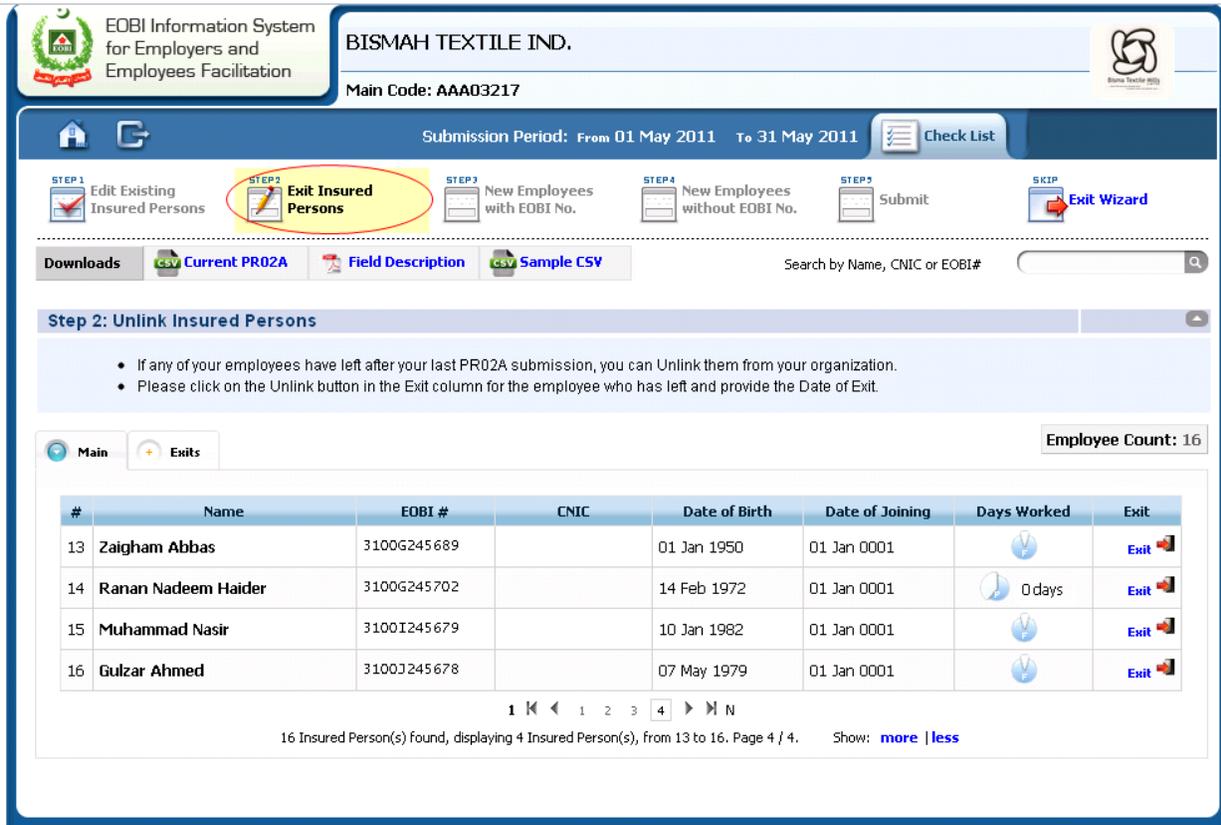
#	Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked	Edit
13	Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001	↓	✎
14	Ranan Nadeem Haider	3100G245702		14 Feb 1972	01 Jan 0001	↓ 0 days	✎
15	Muhammad Nasir	3100I245679		10 Jan 1982	01 Jan 0001	↓	✎
16	Gulzar Ahmed	3100J245678		07 May 1979	01 Jan 0001	↓	✎

16 Insured Person(s) found, displaying 4 Insured Person(s), from 13 to 16. Page 4 / 4. Show: [more](#) | [less](#)

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Step 2 : Exit Insured Persons:

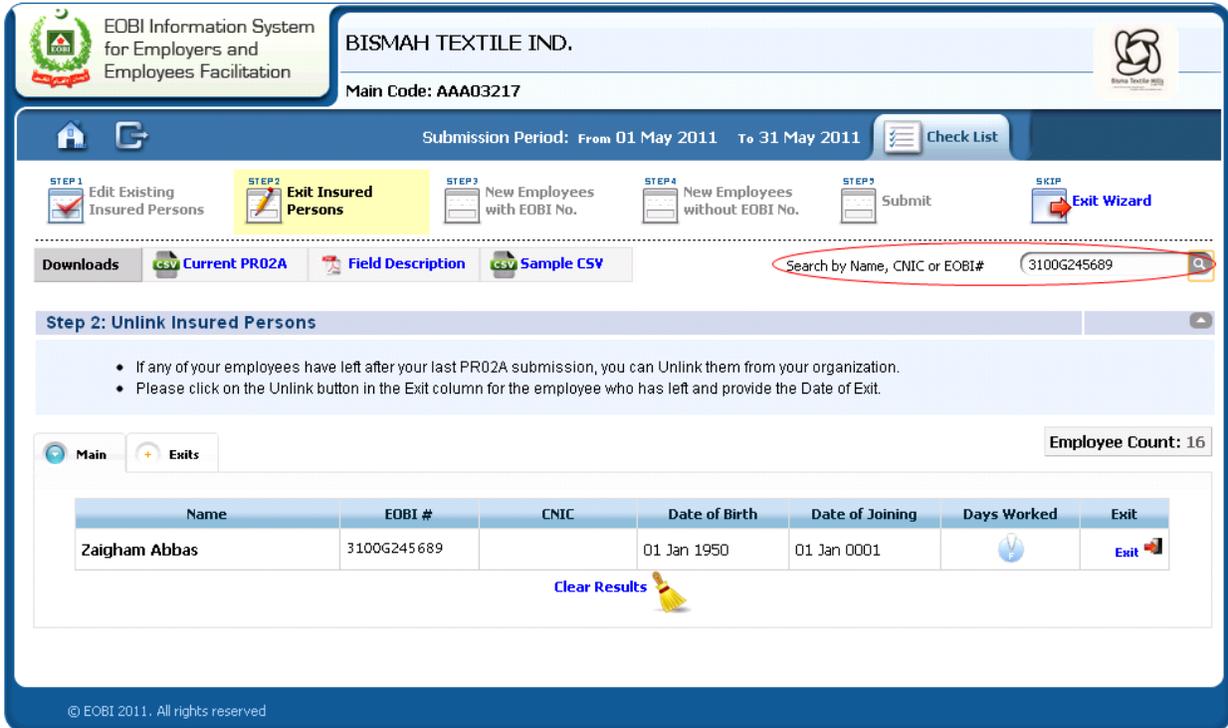
In the next step you can Exit the employees who have left the organization during the last or reporting period.



The screenshot shows the EOBIS web application interface for BISMAH TEXTILE IND. The submission period is from 01 May 2011 to 31 May 2011. The main code is AAA03217. The interface includes a navigation menu with steps: STEP 1 Edit Existing Insured Persons, STEP 2 Exit Insured Persons (highlighted with a red circle), STEP 3 New Employees with EOBIS No., STEP 4 New Employees without EOBIS No., STEP 5 Submit, and SKIP Exit Wizard. Below the navigation menu, there are download links for Current PR02A, Field Description, and Sample CSV. A search bar is available for Name, CNIC, or EOBIS#. The main content area is titled "Step 2: Unlink Insured Persons" and contains instructions: "If any of your employees have left after your last PR02A submission, you can Unlink them from your organization. Please click on the Unlink button in the Exit column for the employee who has left and provide the Date of Exit." Below the instructions, there are tabs for "Main" and "Exits", and an "Employee Count: 16" indicator. A table displays the list of insured persons with columns for #, Name, EOBIS #, CNIC, Date of Birth, Date of Joining, Days Worked, and Exit. The table shows 4 records (rows 13-16) out of 16 total. The "Exit" column contains a blue "Unlink" button and a red "Exit" button. Below the table, there is a pagination control showing "16 Insured Person(s) Found, displaying 4 Insured Person(s), from 13 to 16. Page 4 / 4. Show: more | less".

#	Name	EOBIS #	CNIC	Date of Birth	Date of Joining	Days Worked	Exit
13	Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001		Exit
14	Ranan Nadeem Haider	3100G245702		14 Feb 1972	01 Jan 0001	0 days	Exit
15	Muhammad Nasir	3100I245679		10 Jan 1982	01 Jan 0001		Exit
16	Gulzar Ahmed	3100J245678		07 May 1979	01 Jan 0001		Exit

You can use the search option to search for an IP you want to EXIT.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

STEP 1 Edit Existing Insured Persons | **STEP 2 Exit Insured Persons** | STEP 3 New Employees with EOBIS No. | STEP 4 New Employees without EOBIS No. | STEP 5 Submit | SKIP Exit Wizard

Downloads: Current PR02A, Field Description, Sample CSV

Search by Name, CNIC or EOBIS#

Step 2: Unlink Insured Persons

- If any of your employees have left after your last PR02A submission, you can Unlink them from your organization.
- Please click on the Unlink button in the Exit column for the employee who has left and provide the Date of Exit.

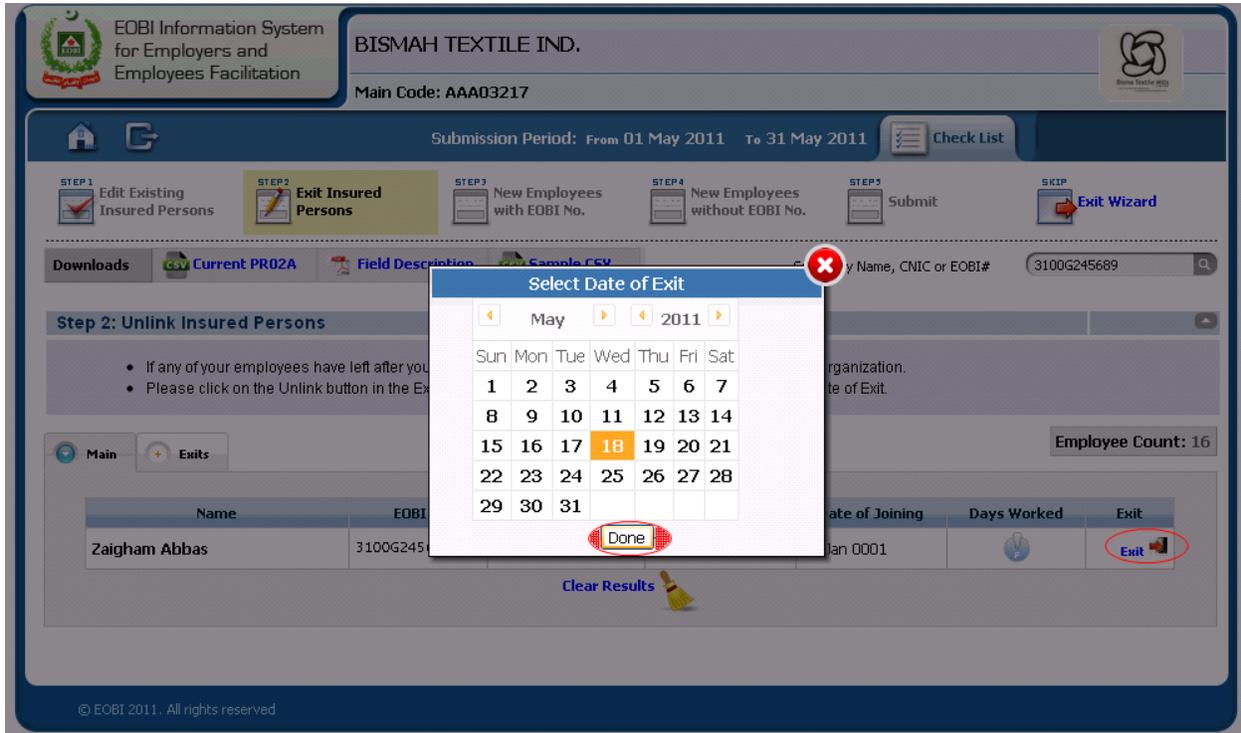
Employee Count: 16

Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked	Exit
Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001		Exit

Clear Results

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Press the Exit button which will show up a calendar for selection of “Date of Exit”.



The screenshot displays the EOBIS web interface for BISMAH TEXTILE IND. (Main Code: AAA03217). The submission period is set from 01 May 2011 to 31 May 2011. The current step is 'Exit Insured Persons'. A modal window titled 'Select Date of Exit' is open, showing a calendar for May 2011. The date 18th is highlighted. A 'Done' button is visible at the bottom of the modal. In the background, a table lists employees, with the 'Exit' button for 'Zaigham Abbas' circled in red.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Verify the Date of Exit of employee.



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: **AAA03217**

HOME | LOGOUT

Submission Period: From 01 Jun 2011 To 31 Jul 2011

Check List

STEP 1

Edit Existing Employees

STEP 2

Exit Employees

STEP 3

New Employees with EOBI No.

STEP 4

New Employees without EOBI No.

STEP 5

Submit

SKIP

Exit Wizard

Search by Name, CNIC or EOBI#

Downloads | Current Records | Field Description | Sample CSV

Step 2: Exit Employees

- If any of your employees have left after your last PR02A submission, you can Unlink them from your organization.
- Please click on the Unlink button in the Exit column for the employee who has left and provide the Date of Exit.

Main | Exits

Employee Count: 44

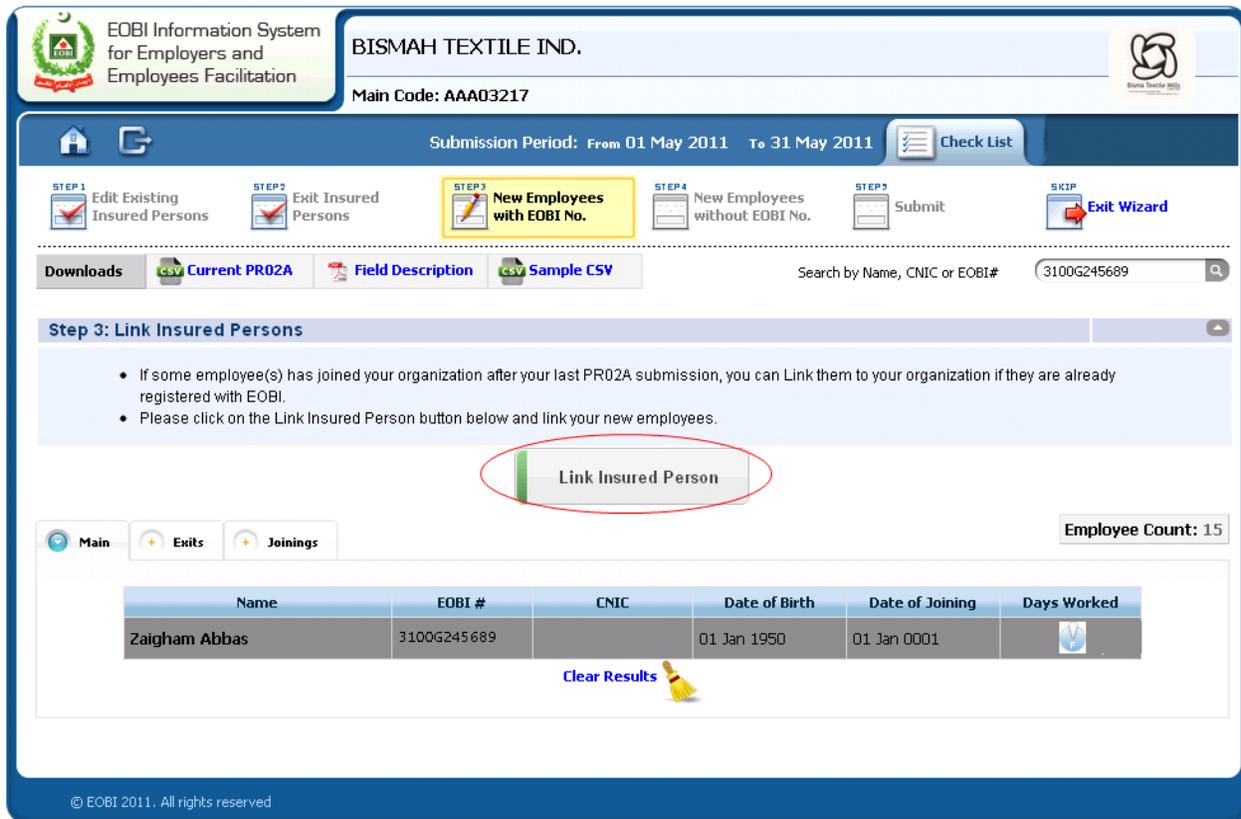
#	Name	EOBI #	CNIC	Date of Birth	Date of Joining	Date of Exit	Days Worked	Exit
1	Adnan	0100A228316	45532-6776888-1	30 May 1990	01 May 2011	31 Jul 2011		Undo
2	Mohs1in Iqbal	0100A228324	22501-9879871-5	11 Nov 1975	11 Nov 2010			Exit
3	Hello Iqbal	0100A228332	13363-9879871-5	11 Nov 1965	11 Nov 2005			Exit
4	Hello Iqbal	0100A228340	13336-9879871-5	11 Nov 1965	11 Nov 2005			Exit
5	Hello Iqbal	0100B228323	13333-9879871-5	11 Nov 1965	11 Nov 2005			Exit
6	Mohs1in Iqbal	0100B228331	12591-9879871-5	11 Nov 1965	11 Nov 2005			Exit
7	Mohs1in Iqbal	0100C228322	12501-9879871-5	11 Nov 1965	11 Nov 2005			Exit

1 | 45 Employee(s) found, displaying 7 Employee(s), from 1 to 7. Page 1 / 7. Show: [more](#) | [less](#)

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Step 3: New Employees with EOBI No.:

In the third step you can add any new employee who joined you recently and who are already associated with EOBI, i.e. they have an existing EOBI No.



EOBI Information System for Employers and Employees Facilitation

BISMAL TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

STEP 1 Edit Existing Insured Persons | STEP 2 Exit Insured Persons | **STEP 3 New Employees with EOBI No.** | STEP 4 New Employees without EOBI No. | STEP 5 Submit | SKIP Exit Wizard

Downloads: [Current PR02A](#) | [Field Description](#) | [Sample CSV](#) | Search by Name, CNIC or EOBI# 3100G245689

Step 3: Link Insured Persons

- If some employee(s) has joined your organization after your last PR02A submission, you can Link them to your organization if they are already registered with EOBI.
- Please click on the Link Insured Person button below and link your new employees.

Link Insured Person

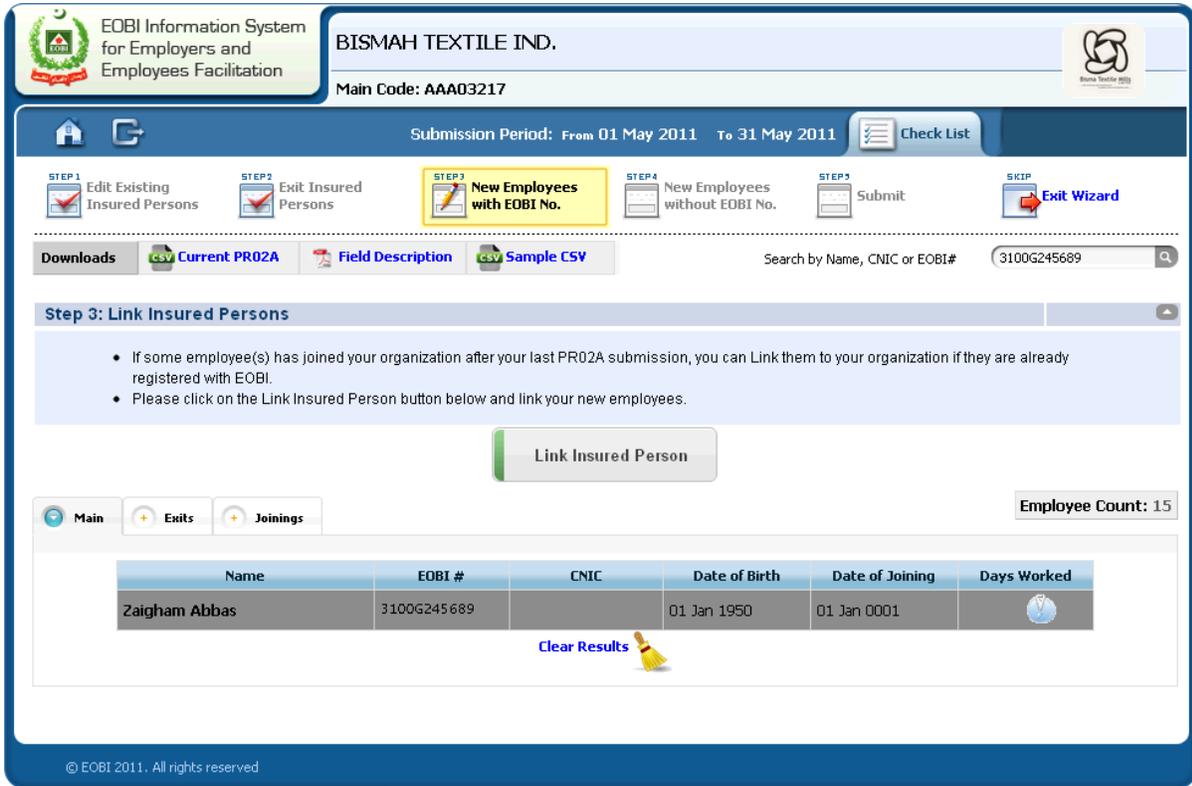
Main | Exits | Joinings | Employee Count: 15

Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked
Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001	

[Clear Results](#) 

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Click on the Link Insured Person button to Link an employee(IP) with your organization.



The screenshot displays the EOBIS web application interface for BISMIAH TEXTILE IND. The main code is AAA03217. The submission period is from 01 May 2011 to 31 May 2011. The interface includes a navigation menu with steps: STEP 1 Edit Existing Insured Persons, STEP 2 Exit Insured Persons, STEP 3 New Employees with EOBIS No. (highlighted), STEP 4 New Employees without EOBIS No., STEP 5 Submit, and SKIP Exit Wizard. There are also download links for Current PR02A, Field Description, and Sample CSV. A search bar is present with the text 'Search by Name, CNIC or EOBIS#' and the value '3100G245689'. The main content area is titled 'Step 3: Link Insured Persons' and contains instructions: 'If some employee(s) has joined your organization after your last PR02A submission, you can Link them to your organization if they are already registered with EOBIS.' and 'Please click on the Link Insured Person button below and link your new employees.' A 'Link Insured Person' button is visible. Below this, there are tabs for 'Main', 'Exits', and 'Joinings', and an 'Employee Count: 15' indicator. A table lists employee details:

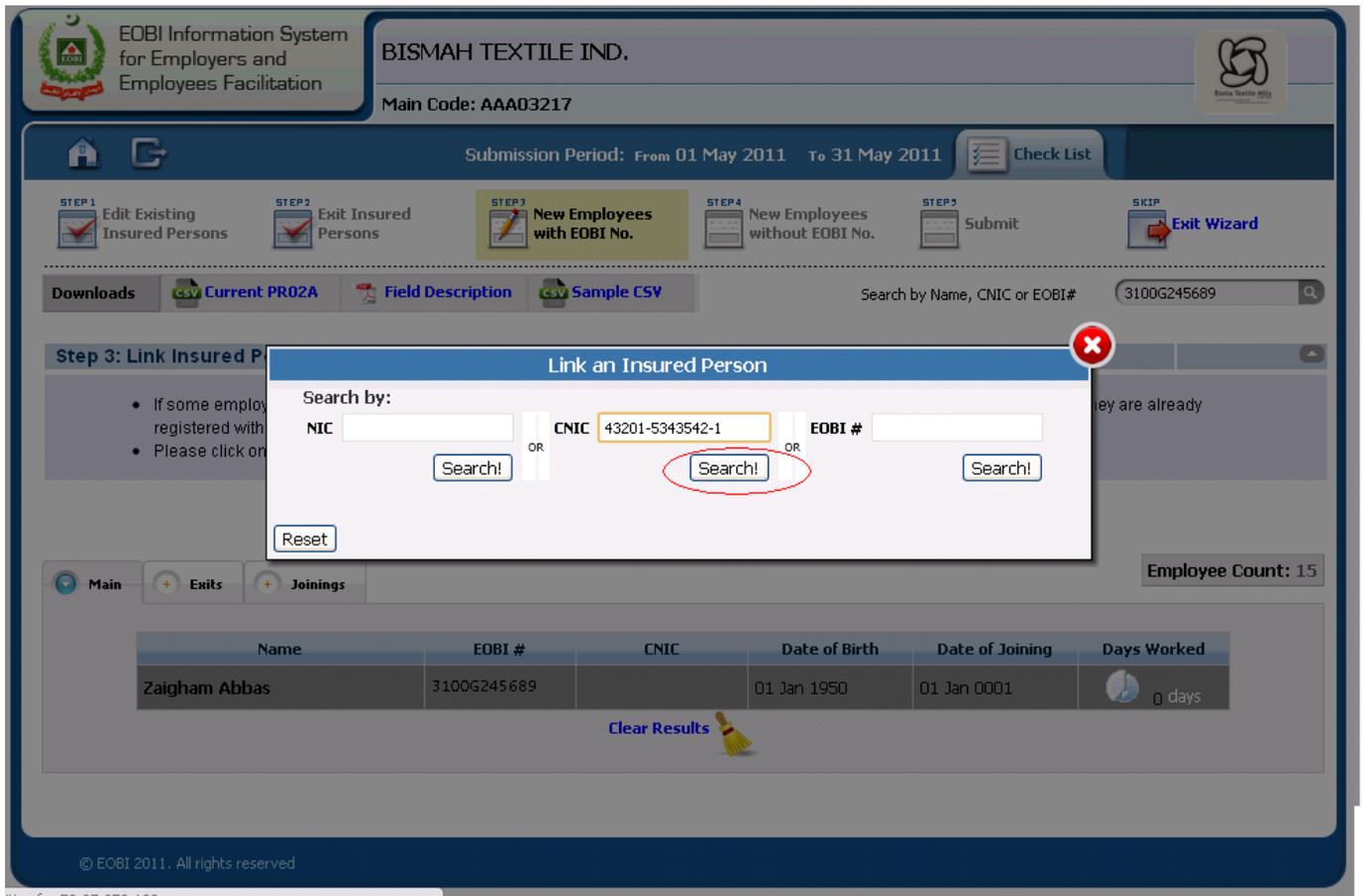
Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked
Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001	

Below the table is a 'Clear Results' link with a bell icon.

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You can search the IP by giving their EOBI #, CNIC, or NIC and clicking on the respective Search button.

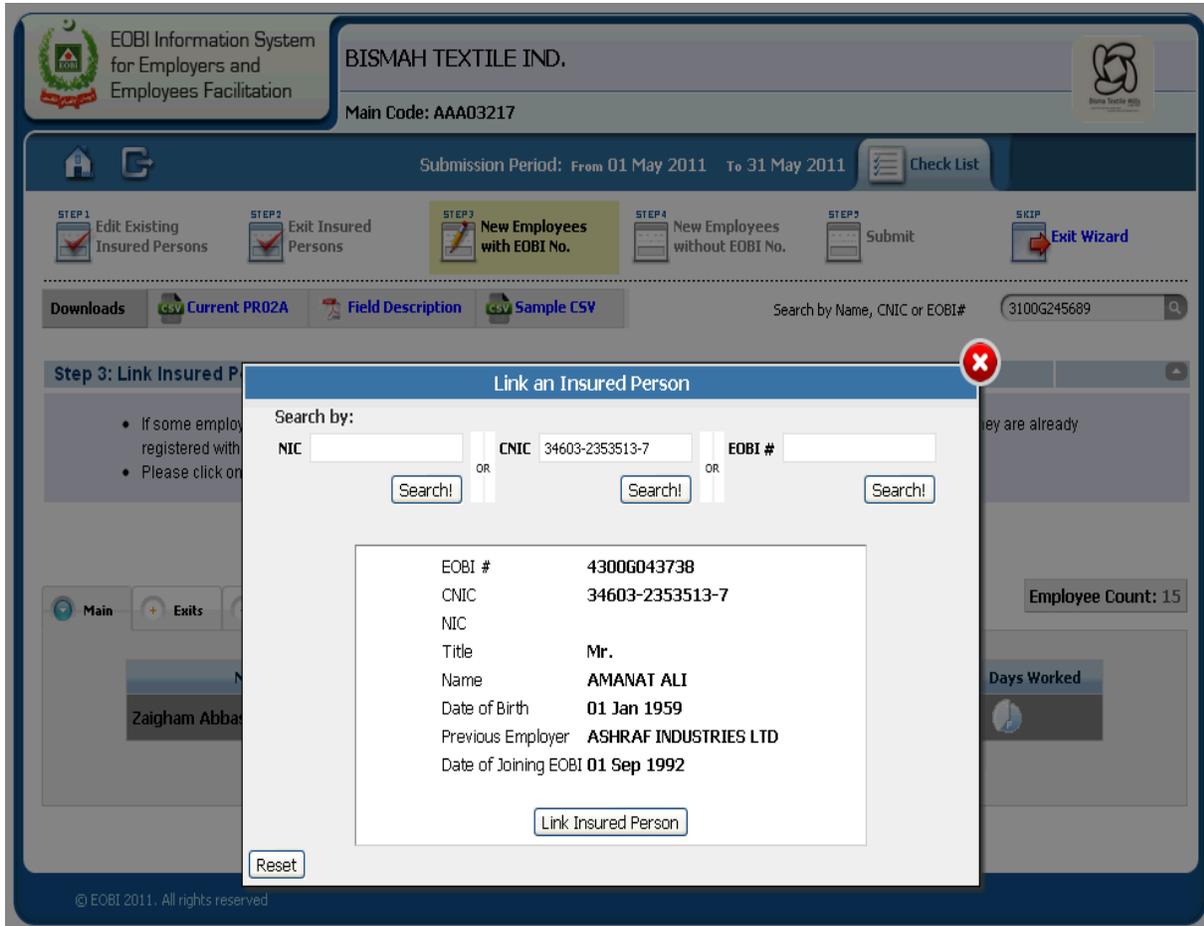
Use Reset button to try searching another IP.



The screenshot shows the EOBIS system interface for BISMAH TEXTILE IND. The main code is AAA03217. The submission period is from 01 May 2011 to 31 May 2011. The interface includes a navigation bar with steps: STEP 1 Edit Existing Insured Persons, STEP 2 Exit Insured Persons, STEP 3 New Employees with EOBI No. (highlighted), STEP 4 New Employees without EOBI No., STEP 5 Submit, and SKIP Exit Wizard. Below the navigation bar are links for Downloads, Current PRO2A, Field Description, and Sample CSV. A search bar is present with the text 'Search by Name, CNIC or EOBI#' and a search button. A modal window titled 'Link an Insured Person' is open, showing search options for NIC, CNIC (with value 43201-5343542-1), and EOBI #. Each option has a 'Search!' button. A 'Reset' button is also visible. Below the modal is a table with columns: Name, EOBI #, CNIC, Date of Birth, Date of Joining, and Days Worked. The table contains one entry for Zaigham Abbas. A 'Clear Results' button is located below the table. The footer of the interface shows '© EOBI 2011. All rights reserved'.

itina for: 58-27-253-199

See the details to verify if this is exactly the record of employee who has joined your company and once verified, Click Link Insured Person to link the IP to your organization.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

STEP 1 Edit Existing Insured Persons | STEP 2 Exit Insured Persons | **STEP 3 New Employees with EOB No.** | STEP 4 New Employees without EOB No. | STEP 5 Submit | SKIP Exit Wizard

Downloads | Current PRO2A | Field Description | Sample CSV | Search by Name, CNIC or EOB# 3100G245689

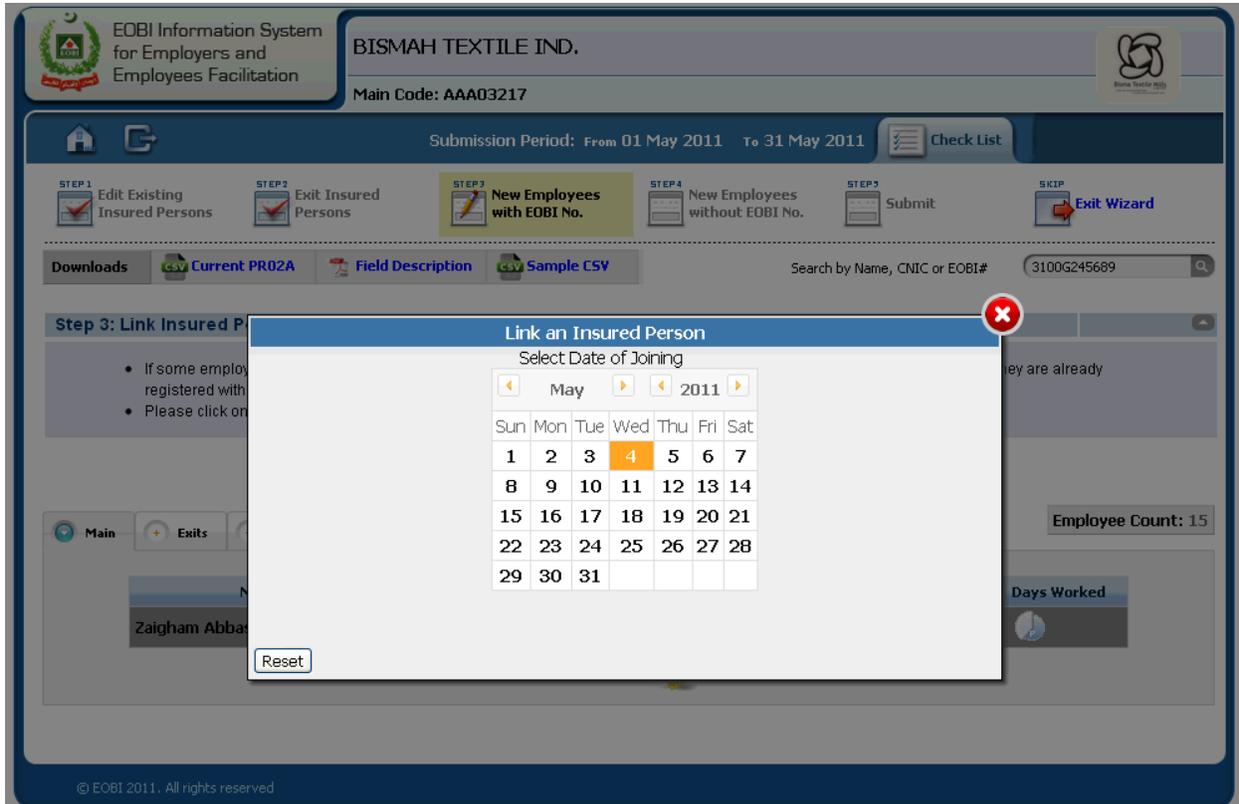
Step 3: Link Insured Person

Search by:
 NIC OR CNIC 34603-2353513-7 OR EOB#

EOBI #	4300G043738
CNIC	34603-2353513-7
NIC	
Title	Mr.
Name	AMANAT ALI
Date of Birth	01 Jan 1959
Previous Employer	ASHRAF INDUSTRIES LTD
Date of Joining EOB	01 Sep 1992

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For the new IP give the Date of Joining.
This will link the IP to your reporting of employees submission list.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

STEP 1 Edit Existing Insured Persons | STEP 2 Exit Insured Persons | **STEP 3 New Employees with EOB No.** | STEP 4 New Employees without EOB No. | STEP 5 Submit | STEP 6 Exit Wizard

Downloads | Current PR02A | Field Description | Sample CSV | Search by Name, CNIC or EOBI# 3100G245689

Step 3: Link Insured Persons

• If some employees are already registered with...
• Please click on...

Main | Exits

Zaigham Abbas

Employee Count: 15

Days Worked

Reset

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Step 4: New Employees without EOBI No (PE – 01):
 In this step you can register a New Employee with EOBI .



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Submission Period: From 01 May 2011 To 31 May 2011
Check List

STEP 1
 Edit Existing Insured Persons

STEP 2
 Exit Insured Persons

STEP 3
 New Employees with EOBI No.

STEP 4
New Employees without EOBI No.

STEP 5
 Submit

SKIP
 Exit Wizard

Downloads
Current PR02A
Field Description
Sample CSV

Search by Name, CNIC or EOBI#

Step 4: Register New Insured Persons (PE01)

Register new Insured Person (PE01)

Main
Exits
Joinings

Employee Count: 16

#	Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked
13	Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001	0 days
14	Ranan Nadeem Haider	3100G245702		14 Feb 1972	01 Jan 0001	0 days
15	Muhammad Nasir	3100I245679		10 Jan 1982	01 Jan 0001	
16	Gulzar Ahmed	3100J245678		07 May 1979	01 Jan 0001	

17 Insured Person(s) found, displaying 4 Insured Person(s), from 13 to 16. Page 4 / 5. Show: [more](#) | [less](#)

First you will have to Register a new IP.

Register a new Insured Person

PE01 Registration form details

Personal Info

Name: CNIC:

Father's Name: Religion:

Date of Birth : Marital Status :

Gender:

Contact Info

Telephone: Mobile Phone:

Email :

Current Address

Address :

Post Code : City :

Permanent Address Same as Current

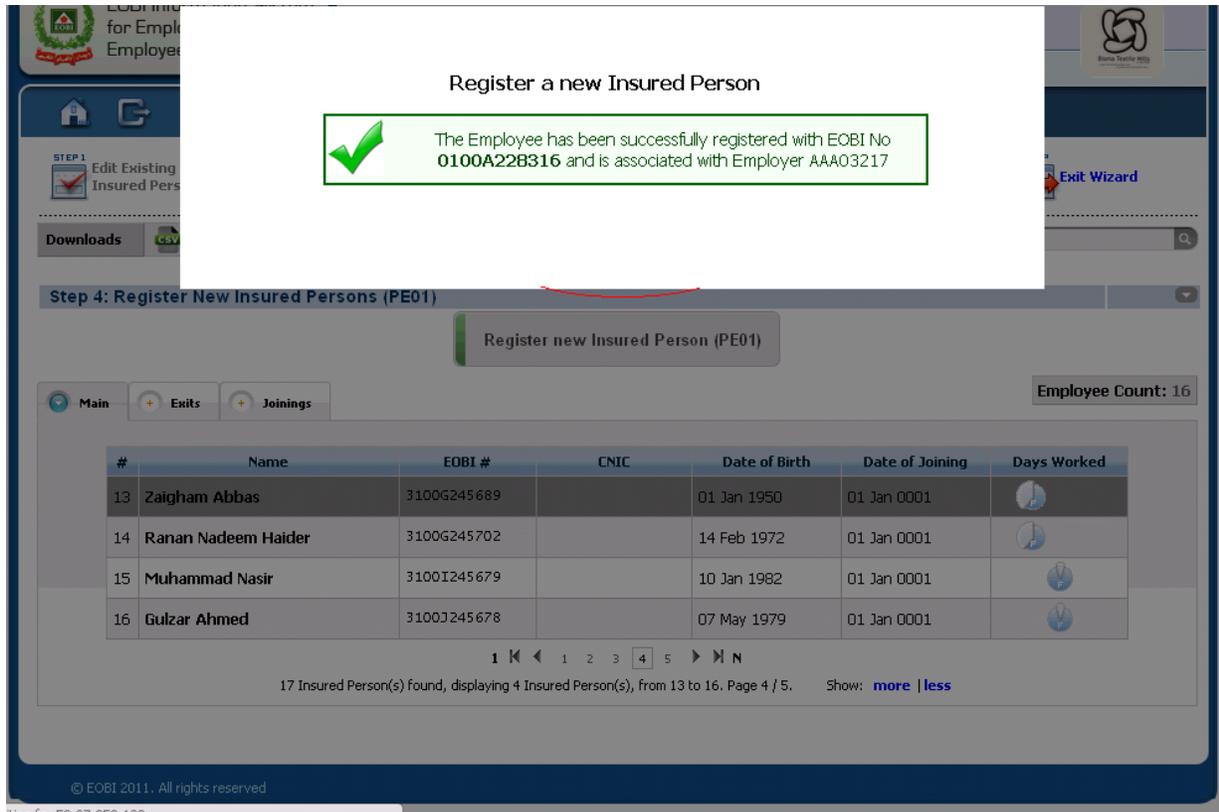
Address :

Post Code : City :

Employment Info

Date Of Joining :

After the registration is successful Link the Insured Person to your Organization.



Register a new Insured Person



The Employee has been successfully registered with EOBI No **0100A228316** and is associated with Employer AAA03217

Register new Insured Person (PE01)

Employee Count: 16

#	Name	EOBI #	CNIC	Date of Birth	Date of Joining	Days Worked
13	Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001	
14	Ranan Nadeem Haider	3100G245702		14 Feb 1972	01 Jan 0001	
15	Muhammad Nasir	3100I245679		10 Jan 1982	01 Jan 0001	
16	Gulzar Ahmed	3100J245678		07 May 1979	01 Jan 0001	

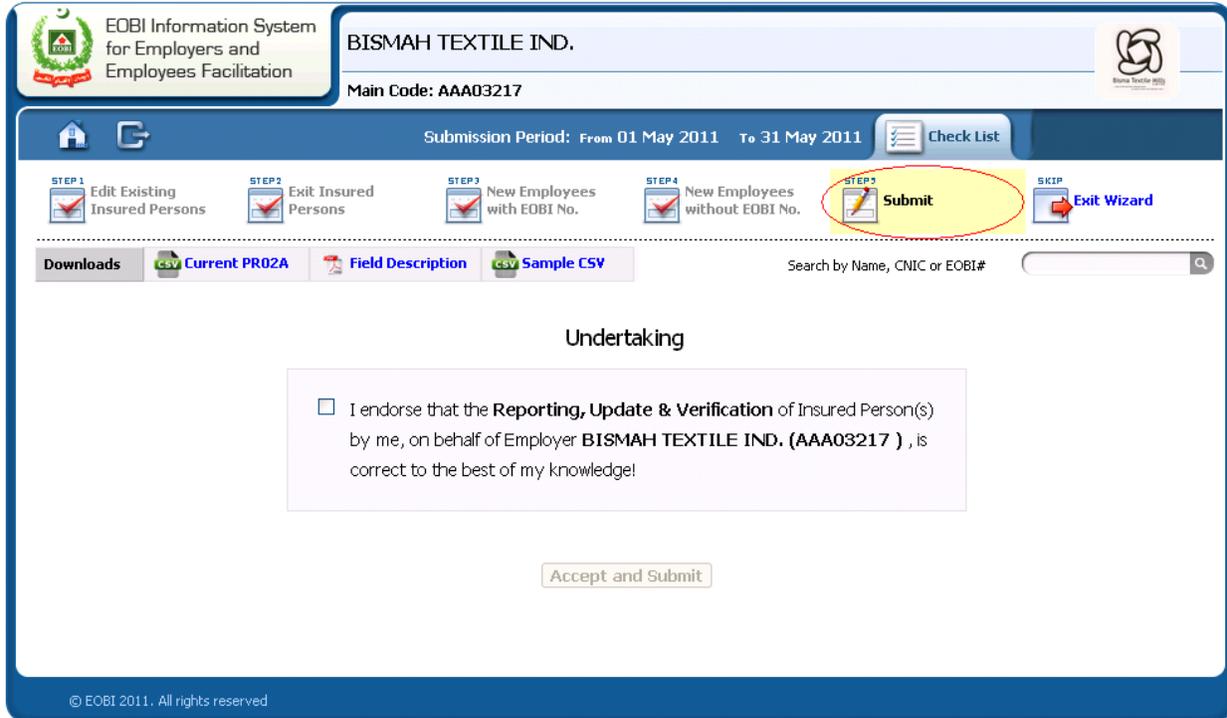
17 Insured Person(s) found, displaying 4 Insured Person(s), from 13 to 16. Page 4 / 5. Show: [more](#) | [less](#)

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Printed For: 58-27-253-199

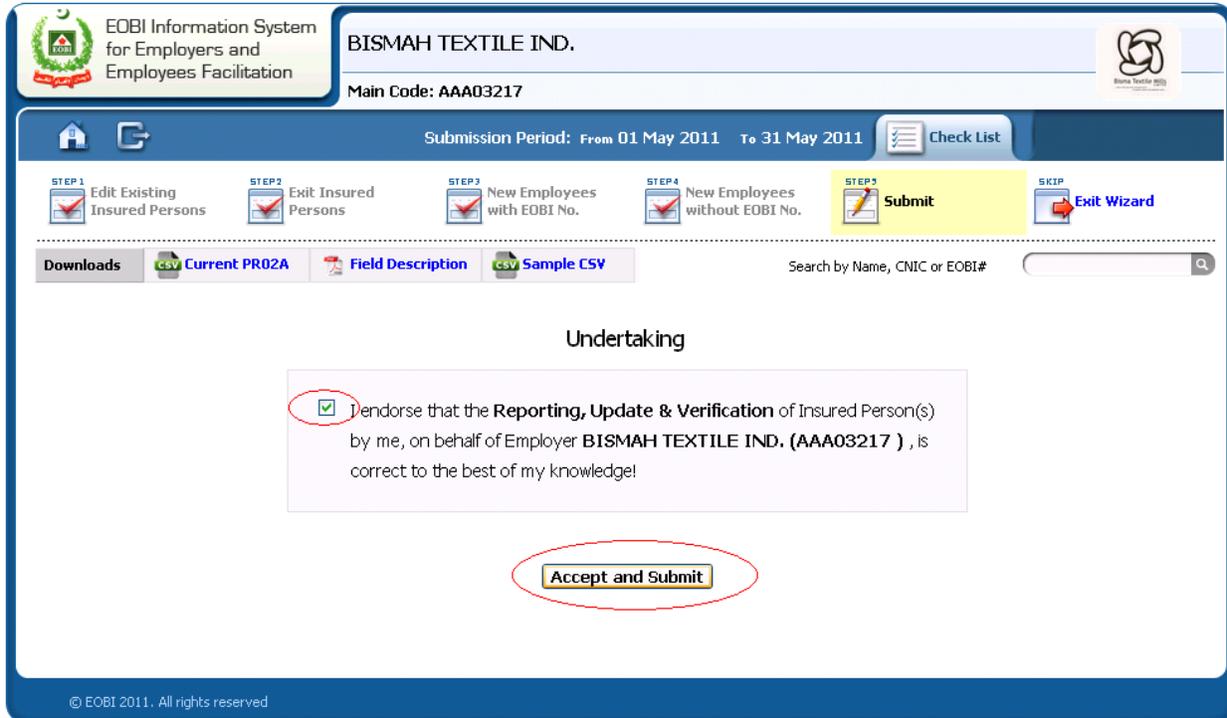
Step 5: Submit the final list:

Click on the Submit tab to proceed with the submission of employees for the submission period.

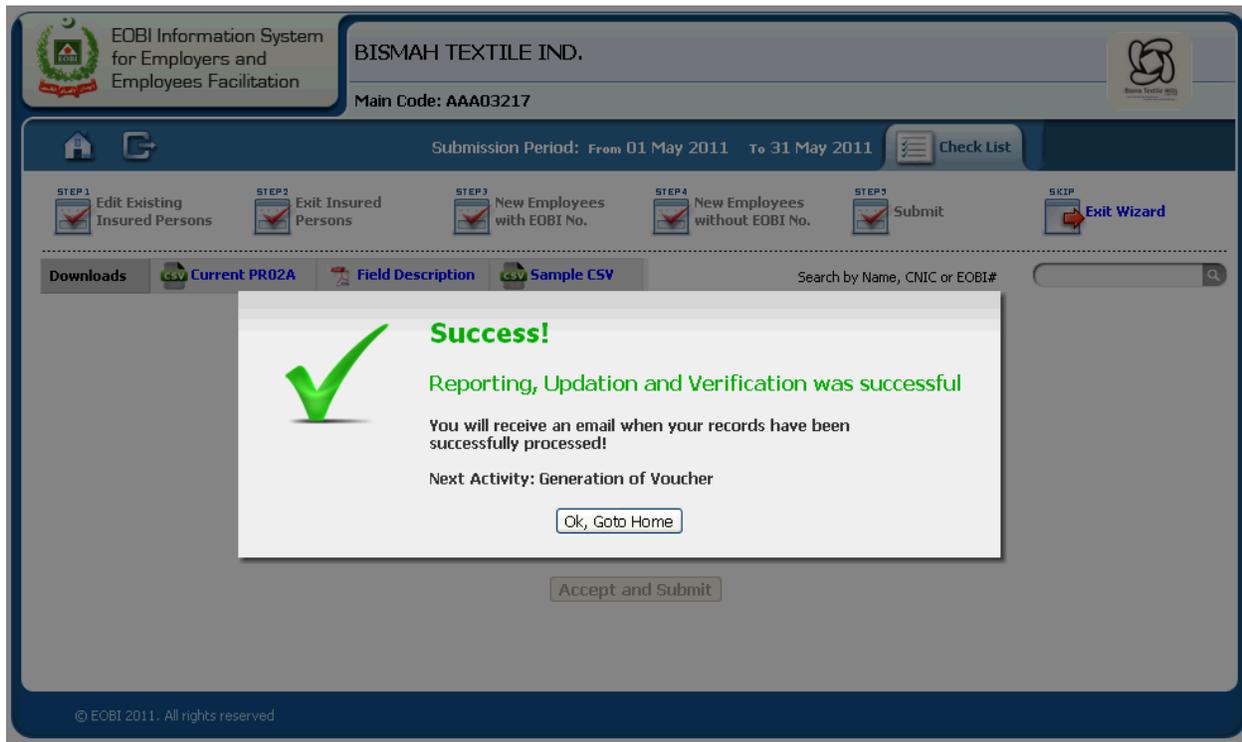


The screenshot shows the EOBIS (Employees' Old-Age Benefits Information System) interface for Employer BISMMAH TEXTILE IND. (Main Code: AAA03217). The submission period is from 01 May 2011 to 31 May 2011. The interface includes a navigation bar with icons for Home and Back, and a 'Check List' button. The main navigation area contains five steps: STEP 1 Edit Existing Insured Persons, STEP 2 Exit Insured Persons, STEP 3 New Employees with EOBIS No., STEP 4 New Employees without EOBIS No., and STEP 5 Submit (highlighted in a yellow circle). A 'SKIP Exit Wizard' button is also present. Below the navigation bar, there are download links for 'Current PRO2A', 'Field Description', and 'Sample CSV', along with a search bar for Name, CNIC, or EOBIS#. The main content area is titled 'Undertaking' and contains a checkbox for endorsing the reporting, update, and verification of insured persons. An 'Accept and Submit' button is located at the bottom of the undertaking section. The footer indicates '© EOBIS 2011. All rights reserved'.

Select the Undertaking Checkbox and Click 'Accept and Submit' to submit your reporting.



The screenshot displays the EOBIS web application interface. At the top left, the logo and name of the Employees' Old-Age Benefits Institution are visible. The main header area shows the employer's name, "BISMAH TEXTILE IND.", and its Main Code, "AAA03217". Below this, a navigation bar includes a home icon, a refresh icon, and a "Check List" button. The submission period is indicated as "From 01 May 2011 To 31 May 2011". A progress bar shows six steps: STEP 1 (Edit Existing Insured Persons), STEP 2 (Exit Insured Persons), STEP 3 (New Employees with EOBIS No.), STEP 4 (New Employees without EOBIS No.), STEP 5 (Submit), and SKIP (Exit Wizard). The "Submit" step is highlighted in yellow. Below the progress bar, there are download links for "Current PR02A", "Field Description", and "Sample CSV", along with a search bar for "Name, CNIC or EOBIS#". The main content area is titled "Undertaking" and contains a checkbox with a checkmark, which is circled in red. The text next to the checkbox reads: "I endorse that the Reporting, Update & Verification of Insured Person(s) by me, on behalf of Employer BISMAH TEXTILE IND. (AAA03217) , is correct to the best of my knowledge!". Below this text, the "Accept and Submit" button is also circled in red. At the bottom left of the page, the copyright notice "© EOBIS 2011. All rights reserved" is displayed.



The screenshot displays the EOBIS web application interface. At the top left, the logo and name of the Employees' Old-Age Benefits Institution are visible. The main header area includes the text "EOBI Information System for Employers and Employees Facilitation" and the company name "BISMAH TEXTILE IND." with its "Main Code: AAA03217". A navigation bar shows the "Submission Period: From 01 May 2011 To 31 May 2011" and a "Check List" button. Below this, a progress bar indicates the current step: "STEP 5 Submit" is active, while previous steps (STEP 1 Edit Existing Insured Persons, STEP 2 Exit Insured Persons, STEP 3 New Employees with EOBI No., STEP 4 New Employees without EOBI No.) are completed. A "SKIP Exit Wizard" button is also present. A "Downloads" section lists "Current PR02A", "Field Description", and "Sample CSV". A search bar is labeled "Search by Name, CNIC or EOBI#". A large white success message box is centered on the screen, featuring a green checkmark and the text: "Success! Reporting, Updation and Verification was successful. You will receive an email when your records have been successfully processed! Next Activity: Generation of Voucher." Below the message are two buttons: "Ok, Goto Home" and "Accept and Submit". The footer contains the copyright notice "© EOBI 2011. All rights reserved."

The employer will receive an email upon successful processing of all the submitted records.

From: noreply.eobi@gmail.com
 To: asimmehti@techlogix.com
 Cc:
 Subject: PR02A Submitted Successfully! Sent: Fri 5/20/2011 11:3

**Employees'
Old-Age Benefits
Institution**

**Reporting, Update & Verification of Insured Persons
completed successfully!**

Dear M/S BISM AH TEXTILE IND.!
Employer Code: AAA03217

The process of reporting, update & verification of your insured persons has completed successfully for 01 Dec 2011 - 31 May 2011!

Please find below the statistics and other relevant details:

	Current Submission	Previous Submission
Total IPs Reported :	18	N/A
No. of Active IPs :	17	N/A
No. of IPs unlinked :	1	N/A
Active IPs Changed between these Periods:	N/A	

Please find below the statistics and other relevant details for part time IPs for the current period:

Name	EOBI No.	CNIC	NIC	Days Worked
Ranan Nadeem Haider	3100G245702		274-87-361297	24
AMANAT ALI	4300G043738	34603-2353513-7		12
Percentage:		11.11%		

We really appreciate your taking time off and performing this task. The next activity from your side would be the Generation of Voucher followed by its Payment through Bank

In case of any issue/ query contact the following :

Email: helpdesk@eobi.gov.pk
 UAN: 08000-EOBI (3624) (during office hours 8 AM to 3 PM)

Yours Sincerely,
 The EOBI Team

The employees associated with the employer will also be sent out separate notification emails.

Dear Muhammad Arif!

Your Employer **BISMAH TEXTILE IND.** has reported you as part of its process of reporting, update & verification of insured persons has completed successfully for **01 May 2011 - 31 May 2011!**

Please find below the statistics and other relevant details:

From Date:	01 May 2011
To Date:	31 May 2011
Date of Joining:	01 Jan 1999
Date of Exit:	N/A
Days Worked:	31

In case of any discrepancy, contact your employer to correct it and report the updated data.

In case of any issue/ query contact the following :

Email: helpdesk@eobi.gov.pk

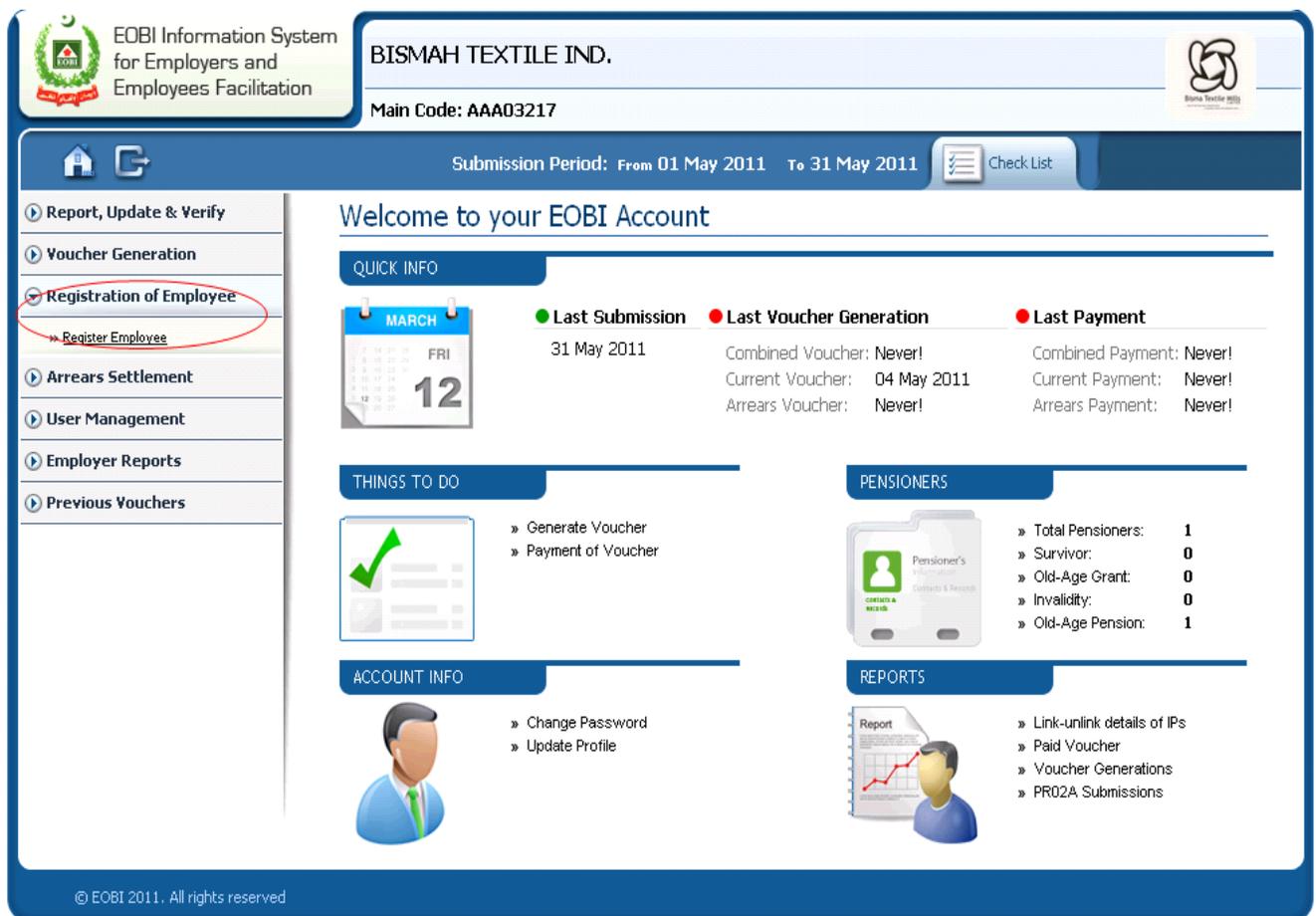
UAN: 318313131-EOBI (3624) (during office hours 8 AM to 3 PM)

**Yours Sincerely,
The EOBI Team**

This completes your cycle of successful reporting of current period employees.

2.2.2 Employee Registration

At any time of the month, the Employer has the option to register a new employee who has joined his company. This employee shouldn't have been associated with EOBI through his previous employer. In order to register this employee, Click on Register Insured Person link.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

Check List

Report, Update & Verify

Voucher Generation

Registration of Employee

Register Employee

Arrears Settlement

User Management

Employer Reports

Previous Vouchers

WELCOME TO YOUR EOBI ACCOUNT

QUICK INFO

● Last Submission 31 May 2011

● Last Voucher Generation

Combined Voucher: Never!
Current Voucher: 04 May 2011
Arrears Voucher: Never!

● Last Payment

Combined Payment: Never!
Current Payment: Never!
Arrears Payment: Never!

THINGS TO DO

- » Generate Voucher
- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

PENSIONERS

- » Total Pensioners: 1
- » Survivor: 0
- » Old-Age Grant: 0
- » Invalidity: 0
- » Old-Age Pension: 1

REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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Enter the information in the PE 01 Form for new employee. Follow the instructions when entering the information.



EOBI's Facilitation System for Employers and Employees

BISMAH TEXTILE IND.

Main Code: AAA03217

Submission Period: From 01 Jun 2011 To 31 Jul 2011

Check List

Welcome to your EOBi Account

QUICK INFO

Last Employees' Detail	Last Voucher Generation	Last Payment
20 Jun 2011	Consolidated Voucher: Never!	Consolidated Payment: Never!
	Current Voucher: 04 May 2011	Current Payment: Never!
	Arrears Voucher: Never!	Arrears Payment: Never!

PENSIONERS

» Total Pensioners:	1
» Survivor:	0
» Old-Age Grant:	0
» Invalidity:	0
» Old-Age Pension:	1

REPORTS

- » Entry-Exit Details of Employees
- » Voucher Payment Details
- » Voucher Generation Details
- » Employees Submission Details

» Register Employee

» Bulk Register Employees (via File)

» Edit Employee Details

» Reporting of Employees

» Generation of Voucher

» Payment of Voucher

» Change Password

» Update Profile

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Enter NIC or CNIC



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: **AAA03217**

HOME LOGOUT

Submission Period: From 01 Jun 2011 To 31 Jul 2011  Check List

Application for Employee's Registration - Form PE01

Please enter the NIC of this Employee:

[\(Click here if the NIC is not available\)](#)

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IP already linked to another employer validation



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: **AAA03217**

HOME LOGOUT

Submission Period: From 01 Jun 2011 To 31 Jul 2011  Check List

Application for Employee's Registration - Form PE01

Please enter a valid NIC

Please enter the CNIC of this Employee:

This Employee is already registered with EOBI, having EOBI No: **0400C133449** .
You can link this employee when submitting monthly details.

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Step 1: Enter Employee Personal Info



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: AAA03217

[HOME](#) [LOGOUT](#)

Submission Period: From 01 Jun 2011 To 31 Jul 2011

[Check List](#)

Application for Employee's Registration - Form PE01

STEP 1
Personal Information

STEP 2
Contact Information

STEP 3
Address

STEP 4
Employment Information

Personal Info

Name: <input type="text"/>	CNIC: 42301-1087990-1
Father's Name: <input type="text"/>	Religion: Islam <input type="button" value="v"/>
Date of Birth : <input type="text"/>	Marital Status : Single <input type="button" value="v"/>
Gender: <input type="button" value="Male"/>	

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Step 2: Enter Contact Info



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: AAA03217

[HOME](#) [LOGOUT](#)

Submission Period: From 01 Jun 2011 To 31 Jul 2011

[Check List](#)

Application for Employee's Registration - Form PE01

STEP 1
Personal Information

STEP 2
Contact Information

STEP 3
Address

STEP 4
Employment Information

Contact Info

Telephone: <input type="text"/>	Mobile Phone: <input type="text"/>
Email : <input type="text"/>	

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Step 3: Enter Employee Address



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: AAA03217

HOME
LOGOUT

Submission Period: From 01 Jun 2011 To 31 Jul 2011

Check List

Application for Employee's Registration - Form PE01

STEP 1
Personal
Information

STEP 2
Contact
Information

STEP 3
Address

STEP 4
Employment
Information

Current Address

Address :

Post Code : City : ABBASPUR

Permanent Address Same as Current

Address :

Post Code : City : ABBASPUR

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Step 4: Employment Information



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: AAA03217

HOME
LOGOUT

Submission Period: From 01 Jun 2011 To 31 Jul 2011

Check List

Application for Employee's Registration - Form PE01

STEP 1
Personal
Information

STEP 2
Contact
Information

STEP 3
Address

STEP 4
Employment
Information

Employment Info

Date Of Joining :

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Register Employee (Successful Message)



The screenshot displays the EOBIS Facilitation System interface. At the top left, the system logo and name are visible. The main header area shows the employer name 'BISMAH TEXTILE IND.' and the main code 'AAA03217'. A navigation bar includes 'HOME', 'LOGOUT', and 'Check List' buttons. The submission period is indicated as 'From 01 Jun 2011 To 31 Jul 2011'. The central content area is titled 'Application for Employee's Registration - Form PE01' and features a green success message: 'The Employee has been successfully registered with EOBI No 0100H228416 and is associated with Employer AAA03217'. Below the message are two buttons: 'Register Another Person' and 'Goto Home'. The footer contains the copyright notice '© EOBI 2011. All rights reserved'.

2.2.3 Bulk Registration Employees (via file)

Employer can register multiple employees via csv file.



EOBI's Facilitation System for Employers and Employees
BISMAL TEXTILE IND.
Main Code: AAA03217

HOME LOGOUT Check List

Welcome to your EOBI Account

QUICK INFO

MARCH
FRI
12

	Last Employees' Detail	Last Voucher Generation	Last Payment
20 Jun 2011	Consolidated Voucher: Never!	Consolidated Payment: Never!	Consolidated Payment: Never!
	Current Voucher: 04 May 2011	Current Payment: Never!	Current Payment: Never!
	Arrears Voucher: Never!	Arrears Payment: Never!	Arrears Payment: Never!

THINGS TO DO

- » Reporting of Employees
- » Generation of Voucher
- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

PENSIONERS

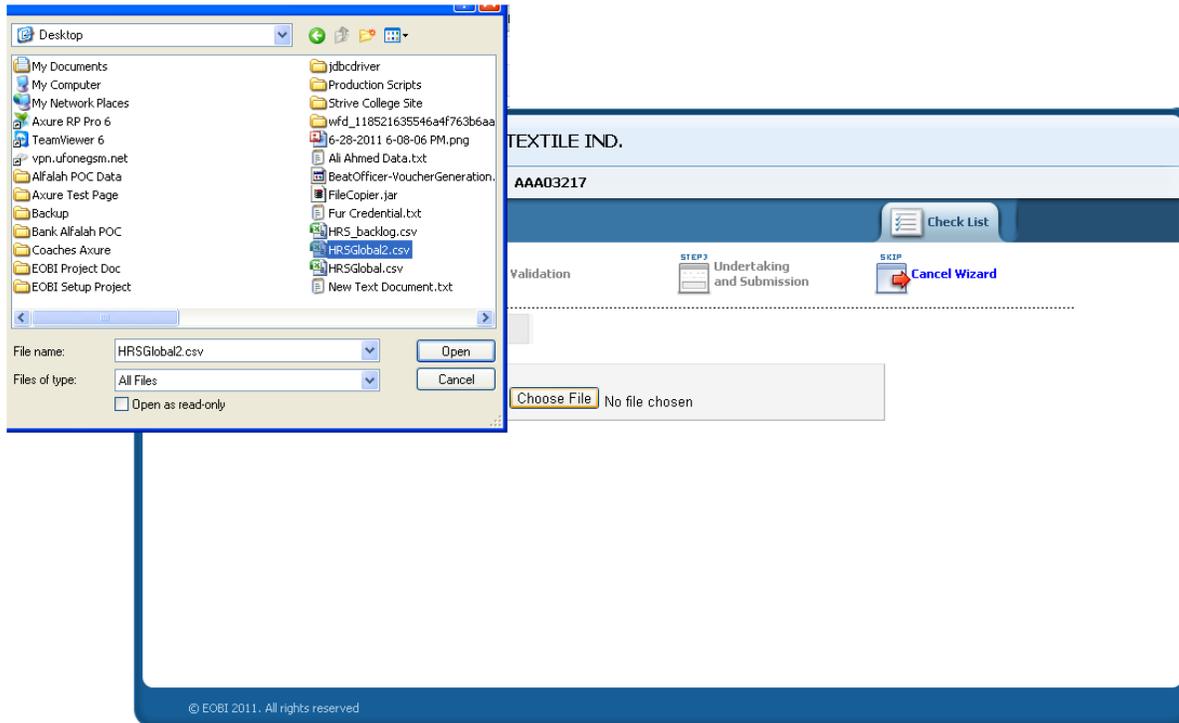
- » Total Pensioners: 1
- » Survivor: 0
- » Old-Age Grant: 0
- » Invalidity: 0
- » Old-Age Pension: 1

REPORTS

- » Entry-Exit Details of Employees
- » Voucher Payment Details
- » Voucher Generation Details
- » Employees Submission Details

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Choose csv File and press the verify record.

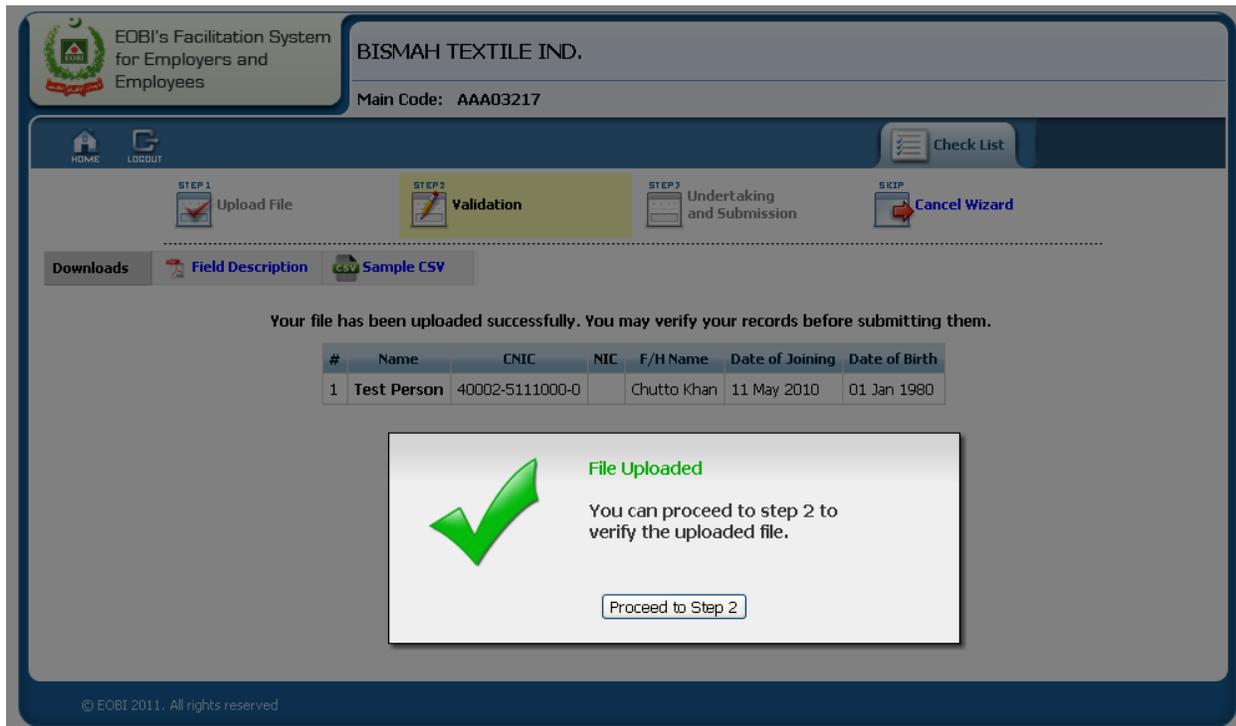


TEXTILE IND.
AAA03217

Validation STEP 3 Undertaking and Submission SKIP Cancel Wizard

Choose File No file chosen

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EOBI's Facilitation System for Employers and Employees

BISMAH TEXTILE IND.
Main Code: AAA03217

HOME LOGOUT Check List

STEP 1 Upload File STEP 2 Validation STEP 3 Undertaking and Submission SKIP Cancel Wizard

Downloads Field Description Sample CSV

Your file has been uploaded successfully. You may verify your records before submitting them.

#	Name	CNIC	NIC	F/H Name	Date of Joining	Date of Birth
1	Test Person	40002-5111000-0		Chutto Khan	11 May 2010	01 Jan 1980

File Uploaded

You can proceed to step 2 to verify the uploaded file.

Proceed to Step 2

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EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: **AAA03217**

[HOME](#) [LOGOUT](#)

[Check List](#)

STEP 1

Upload File

STEP 2

Validation

STEP 3

Undertaking and Submission

SKIP

Cancel Wizard

Downloads [Field Description](#) [Sample CSV](#)

I endorse that the registration details of my employees that I am about to submit are correct to the best of my knowledge!

Accept and Submit Records

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EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.

Main Code: **AAA03217**

[HOME](#) [LOGOUT](#)

[Check List](#)

STEP 1

Upload File

STEP 2

Validation

STEP 3

Undertaking and Submission

SKIP

Cancel Wizard

Downloads [Field Description](#) [Sample CSV](#)

I endorse that the registration details of my employees that I am about to submit are correct to the best of my knowledge!



File Submitted

Please note this message does not indicate that your records have been processed successfully.

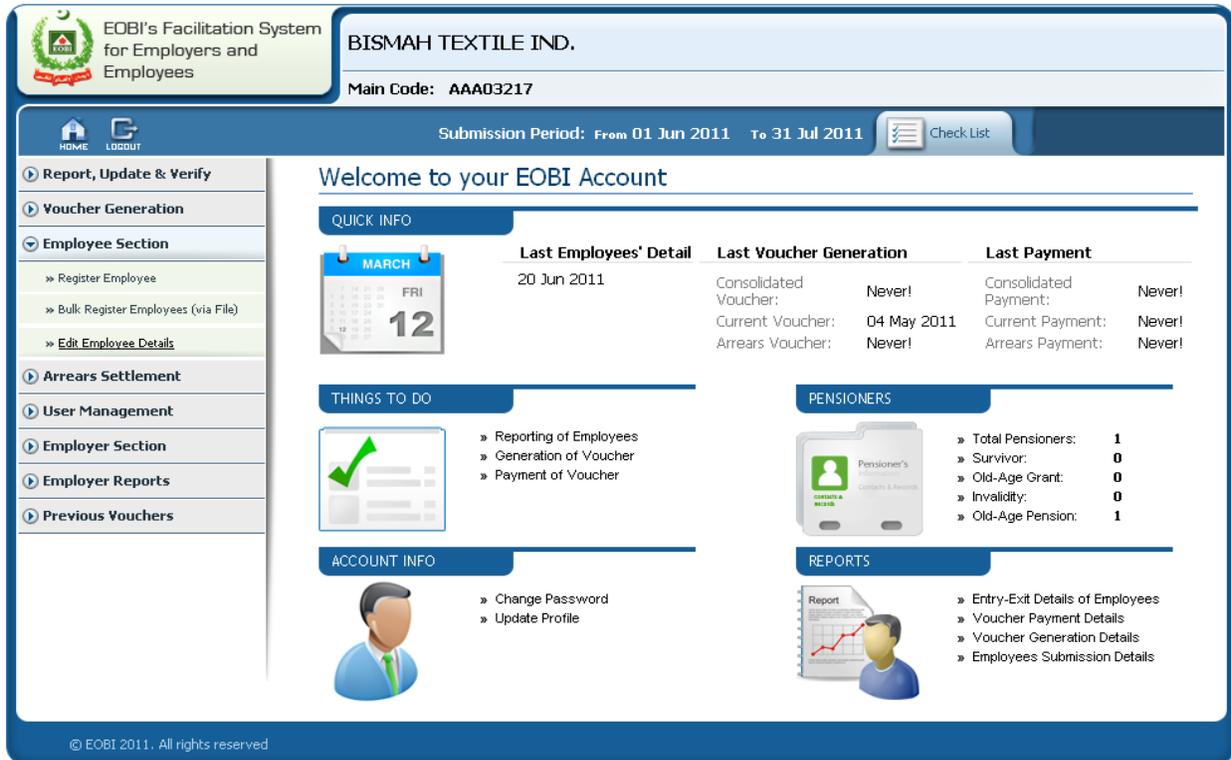
You will receive an email when we process your records.

[Ok, go to Home](#)

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2.2.4 Edit Employee

Employer can edit the employee information from Employee Section.



EOBI's Facilitation System for Employers and Employees

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 Jun 2011 To 31 Jul 2011

Check List

HOME LOGOUT

Report, Update & Verify

Voucher Generation

Employee Section

- » Register Employee
- » Bulk Register Employees (via File)
- » **Edit Employee Details**

Arrears Settlement

User Management

Employer Section

Employer Reports

Previous Vouchers

Welcome to your EOBI Account

QUICK INFO

Last Employees' Detail	Last Voucher Generation	Last Payment
20 Jun 2011	Consolidated Voucher: Never! Current Voucher: 04 May 2011 Arrears Voucher: Never!	Consolidated Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Reporting of Employees
- » Generation of Voucher
- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

PENSIONERS

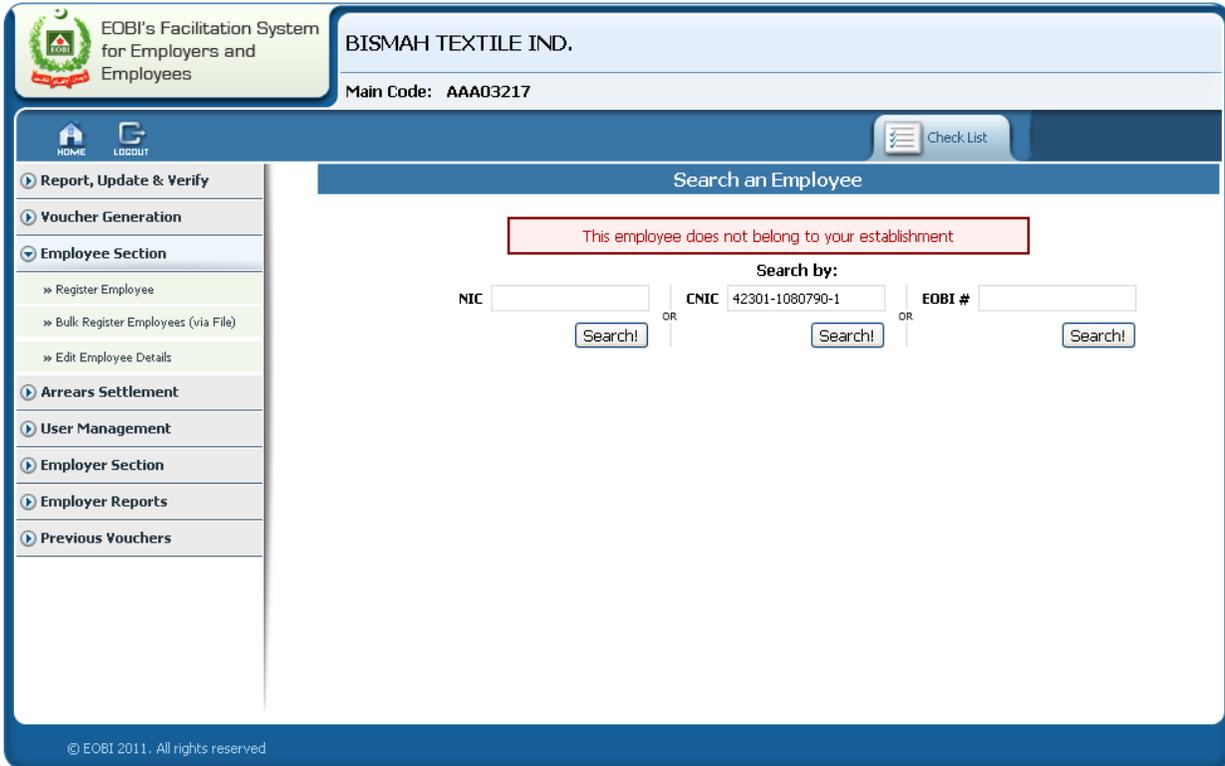
- » Total Pensioners: 1
- » Survivor: 0
- » Old-Age Grant: 0
- » Invalidity: 0
- » Old-Age Pension: 1

REPORTS

- » Entry-Exit Details of Employees
- » Voucher Payment Details
- » Voucher Generation Details
- » Employees Submission Details

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Edit employee – option available to employer with which the employee is active at the moment
See below error message



EOBI's Facilitation System
for Employers and
Employees

BISMAH TEXTILE IND.
Main Code: AAA03217

HOME LOGOUT

Check List

Search an Employee

This employee does not belong to your establishment

Search by:

NIC OR CNIC 42301-1080790-1 OR EOBIS #

Search! Search! Search!

Report, Update & Verify

Voucher Generation

Employee Section

- » Register Employee
- » Bulk Register Employees (via File)
- » Edit Employee Details

Arrears Settlement

User Management

Employer Section

Employer Reports

Previous Vouchers

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Employee Information will be available in edit mode for employer.



EOBI's Facilitation System
for Employers and
Employees

TECHLOGIX PAKISTAN (PVT) LTD

Main Code: BIA02966

HOME
LOGOUT

Submission Period: From 01 Apr 2012 To 30 Apr 2012

 Check List

- ▶ Report, Update & Verify
- ▶ Voucher Generation
- ▶ Employee Section
 - » Register Employee
 - » Register Employees via File
 - » Edit Employee Details
- ▶ Arrears Settlement
- ▶ User Management
- ▶ Employer Section
- ▶ Employer Reports
- ▶ Previous Vouchers

Personal Info

Name: *	<input type="text" value="FAHAD MIRZA"/>	CNIC: *	<input type="text" value="42101-2119355-9"/>
Father's Name: *	<input type="text" value="ISHAQ MIRZA"/>	EObI #: *	<input type="text" value="0400D107447"/>
Date of Birth: *	<input type="text" value="Dec 19, 1983"/>	Marital Status: *	<input type="text" value="Single"/>
Gender: *	<input type="text" value="Male"/>	Religion: *	<input type="text" value="Islam"/>

Contact Info

Telephone: <input type="text"/>	Mobile Phone: <input type="text"/>
Email: <input type="text"/>	

Current Address

Address: * <input type="text" value="N/A"/>	
Post Code: * <input type="text" value="75530"/>	City: * <input type="text" value="KARACHI"/>

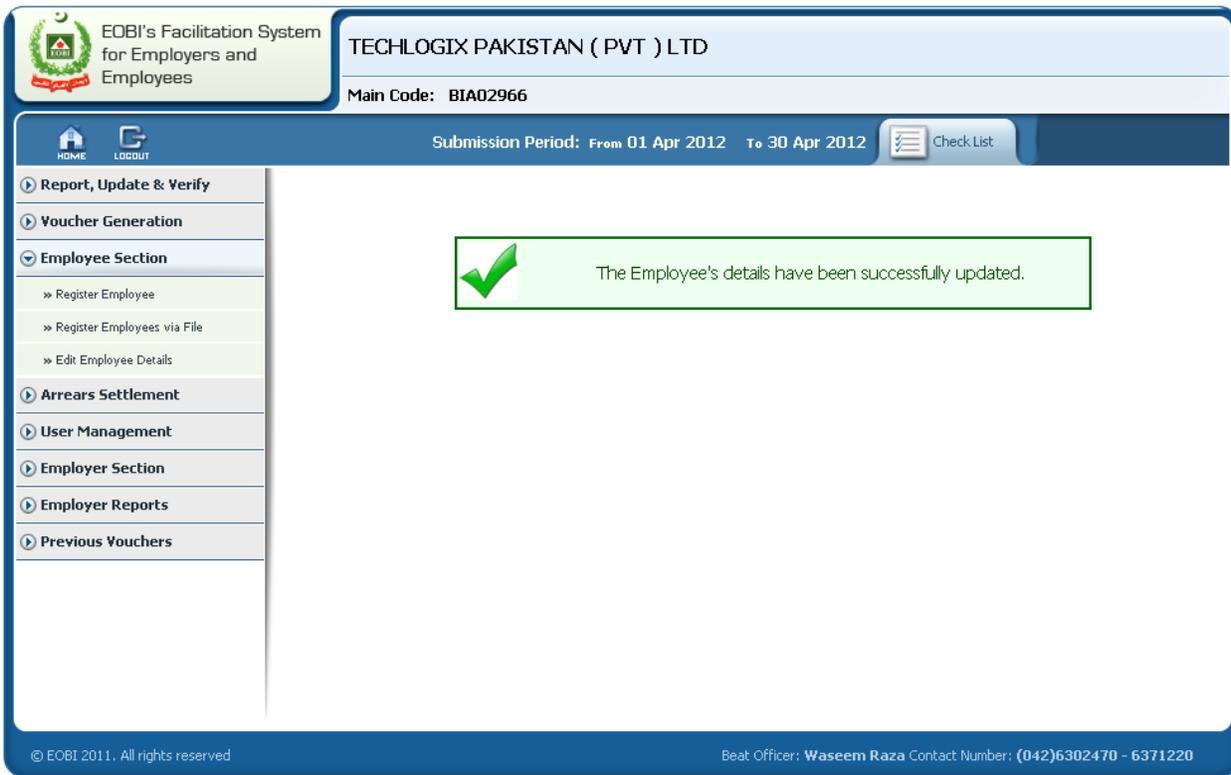
Permanent Address Same as Current

Address: * <input type="text" value="N/A"/>	
Post Code: * <input type="text" value="75530"/>	City: * <input type="text" value="KARACHI"/>

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Beat Officer: Waseem Raza Contact Number: (042)6302470 - 6371220

Update the information and click Update Details



EOBI's Facilitation System
for Employers and
Employees

TECHLOGIX PAKISTAN (PVT) LTD

Main Code: BIA02966

Submission Period: From 01 Apr 2012 To 30 Apr 2012

Check List

HOME LOGOUT

- Report, Update & Verify
- Voucher Generation
- Employee Section
 - Register Employee
 - Register Employees via File
 - Edit Employee Details
- Arrears Settlement
- User Management
- Employer Section
- Employer Reports
- Previous Vouchers

The Employee's details have been successfully updated.

© EOBI 2011. All rights reserved. Beat Officer: Waseem Raza Contact Number: (042)6302470 - 6371220

2.2.5 Voucher Generation

To generate the Voucher or PR03 Payment Slip for the contributions you submitted please go to the Voucher Generation → Generate Voucher (PR03) submenu.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217






Submission Period: From 01 May 2011 To 31 May 2011

 Check List

- ▶ Report, Update & Verify
- ▶ **Voucher Generation**
 - » Generate Voucher (PR03)
- ▶ Registration of Employee
- ▶ Arrears Settlement
- ▶ User Management
- ▶ Employer Reports
- ▶ Previous Vouchers

Welcome to your EOBI Account

QUICK INFO



MARCH
FRI
12

● **Last Submission**
31 May 2011

● **Last Voucher Generation**
Combined Voucher: Never!
Current Voucher: 04 May 2011
Arrears Voucher: Never!

● **Last Payment**
Combined Payment: Never!
Current Payment: Never!
Arrears Payment: Never!

THINGS TO DO



- » Generate Voucher
- » Payment of Voucher

ACCOUNT INFO



- » Change Password
- » Update Profile

PENSIONERS



- » Total Pensioners: 1
- » Survivor: 0
- » Old-Age Grant: 0
- » Invalidity: 0
- » Old-Age Pension: 1

REPORTS



- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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Step 1: Review Existing IPs

This screen shows you the IPs whose contribution you have submitted this month. In the case if any discrepancies you can go back to the Report, Update and Verify section and Resubmit your PR02A. You can only generate a voucher if the PR02A is submitted.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Submission Period: From 01 May 2011 To 31 May 2011 Check List

STEP 1
Review Existing IPs

STEP 2
Voucher Preview

STEP 3
Voucher Generation
Options

STEP 4
Voucher Generated

SKIP
Cancel Voucher
Generation

Step 1: Review Existing IPs

- Please review insured person details before proceeding to voucher preview.
- To make any changes in the current PR02A submission please go to the Report, Update and Verify Menu and Re-Submit your PR02A.

Name	EOBI #	CNIC	Date of Birth	Date of Joining	
Ghulam Qadir	3100D245682		01 Jan 1974	01 Jan 0001	Full Month
Ashfaq Ahmed	3100D245690	37302-1174075-7	30 Aug 1978	01 Jan 0001	Full Month
Khadim Ali	3100E245681		05 Sep 1978	01 Jan 0001	Full Month
Muhammad Arif	3100E245712		01 Jan 1978	01 Jan 0001	Full Month
Ranan Nadeem Haider	3100G245702		14 Feb 1972	01 Jan 0001	24 days
Zaigham Abbas	3100G245689		01 Jan 1950	01 Jan 0001	18 days
Amanat Ali	4300G043738	34603-2353513-7	01 Jan 1959	04 May 2011	28 days
Abc	0100E228215	45567-6789043-1	04 Jan 2001	01 Dec 2011	0 days

1 ⏪ ⏩ 1 2 ⏪ ⏩ N

18 Insured Person(s) found, displaying 8 Insured Person(s), from 11 to 18. Page 2 / 2.

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Step 2: Voucher preview

This screen shows you the voucher preview, to get it verified by you, before finally generating it. If you have any concerns then you can refer your beat officer before you proceed with Voucher Generation.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Submission Period: From 01 May 2011 To 31 May 2011 Check List

STEP 1
 Review Existing IPs

STEP 2
 **Voucher Preview**

STEP 3
 Voucher Generation Options

STEP 4
 Voucher Generated

SKIP
 Cancel Voucher Generation

Step 2: Voucher Preview Save & Print Options

- Please verify details in voucher preview before proceeding to voucher generation options.
- In case there are some discrepancies in the voucher preview please do not proceed and contact your Beat Officer.



Employees' Old-Age Benefits Institution

VOUCHER PREVIEW




System Generated Report for the Month of Jun, 2011 Generation Date Jun 20 2011

Identification

Name of Employer BISMAH TEXTILE IND. Main Code AAA03217

Date From Mar 01, 2011 Sub Code _____

Date To May 31, 2011

Current Month Contributions

Employees who have worked for	Days	Insured Persons	IP Contribution	Employer Contribution
	12	1	27	135
	18	1	41	203
	24	1	54	271
	31	14	980	4,900
Total		17	1,102	5,509

Contribution against Unbooked Outstandings

Month-Year	Statutory Increase (SI)	Principal Amount (PA)
Mar, 2011	221	6,638
Apr, 2011	105	6,300
Total	326	12,938

Contribution against Demands

Demand No.	Issue From-Issue To	Principal Amount (PA)	Statutory Increase (SI)	Net Principal Amount	Net Statutory Increase
7894	Mar 06, 1983 - Jun 01, 1989	45,600	15,200	45,600	15,200
Total		45,600	15,200	45,600	15,200

Voucher Summary

Total Current Contribution: Rs. 19,875

Total Arrears Contribution: Rs. 60,800

Total Payable Contribution: Rs. 80,675

*Any arrears with respect to the verification assessments may be reflected in future, if so desired.

EOBI System Generated Voucher Date Jun 20 2011 © EOBI 2011. All rights reserved



Step 3: Voucher Generation

Click on the **Voucher Generation Options** to generate the voucher of your choice from the types shown below.

You can generate

1. Current Contribution Voucher:

You can select this if you want to pay only the current demand. In this case the system will not ask you to make any arrear payments.

2. Arrears Voucher

You can select this if you want to pay arrears only. . In case of any issue or the payment of Partial Arrears, please contact your Regional Head.

3. Consolidated voucher

You can select this if you want to pay both the current contribution and arrears. You will be required to pay both the current contribution as well as arrears. In case of any issue or want to pay arrear in installments that contact your respective Regional Head.



Submission Period: From 01 May 2011 To 31 May 2011



- STEP 1
 Review Existing IPs
- STEP 2
 Voucher Preview
- STEP 3
 Voucher Generation Options
- STEP 4
 Voucher Generated
- SKIP
 Cancel Voucher Generation

Step 3: Voucher Generation Options

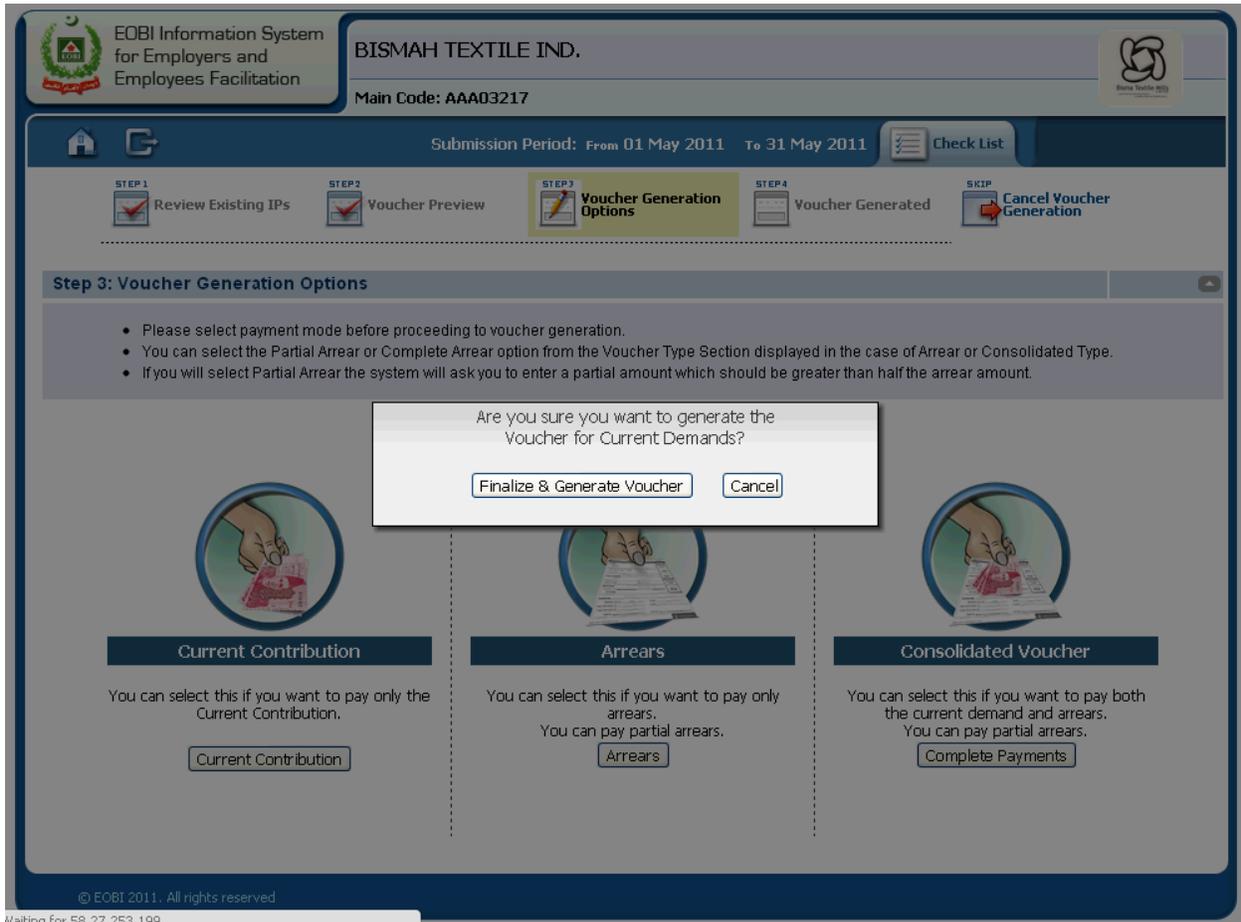
- Please select payment mode before proceeding to voucher generation.
- You can select the Partial Arrear or Complete Arrear option from the Voucher Type Section displayed in the case of Arrear or Consolidated Type.
- If you will select Partial Arrear the system will ask you to enter a partial amount which should be greater than half the arrear amount.

What sort of payment would you like to make?

 <p>Current Contribution</p> <p>You can select this if you want to pay only the Current Contribution.</p> <p style="text-align: center;"><input type="button" value="Current Contribution"/></p>	 <p>Arrears</p> <p>You can select this if you want to pay only arrears. You can pay partial arrears.</p> <p style="text-align: center;"><input type="button" value="Arrears"/></p>	 <p>Consolidated Voucher</p> <p>You can select this if you want to pay both the current demand and arrears. You can pay partial arrears.</p> <p style="text-align: center;"><input type="button" value="Complete Payments"/></p>
---	---	---

Voucher Generation Options

Click on the Finalize and Generate Voucher button to view the Generated Voucher.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

STEP 1 Review Existing IPs | STEP 2 Voucher Preview | **STEP 3 Voucher Generation Options** | STEP 4 Voucher Generated | SKIP Cancel Voucher Generation

Step 3: Voucher Generation Options

- Please select payment mode before proceeding to voucher generation.
- You can select the Partial Arrear or Complete Arrear option from the Voucher Type Section displayed in the case of Arrear or Consolidated Type.
- If you will select Partial Arrear the system will ask you to enter a partial amount which should be greater than half the arrear amount.

Are you sure you want to generate the Voucher for Current Demands?

Finalize & Generate Voucher | Cancel

Option	Description	Action
Current Contribution	You can select this if you want to pay only the Current Contribution.	Current Contribution
Arrears	You can select this if you want to pay only arrears. You can pay partial arrears.	Arrears
Consolidated Voucher	You can select this if you want to pay both the current demand and arrears. You can pay partial arrears.	Complete Payments

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Waiting for 58.27.253.199...

Step 4: Voucher Generated

Please save or print your voucher for payment and future use.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217



Submission Period: From 01 May 2011 To 31 May 2011 Check List

STEP 1

Review Existing IPs

STEP 2

Voucher Preview

STEP 3

Voucher Generation Options

STEP 4

Voucher Generated

SKIP

Goto Home

Step 4: Save or print voucher

- Please save or print your voucher for payment and future use.

Save and Print Options





Employees' Old-Age Benefits Institution

CONTRIBUTION PAYMENT SLIP

Voucher No: 1000000105

Type: Consolidated

PR - 03 Under Rule 3(9) of the Employees' Old-Ag Benefits (Contribution) Rule 1976

Personal information

Employer's Name: BISMAH TEXTILE IND.

Employers Registration No. AAA03217 Sub Code _____

Contribution Month: May, 2011

Contribution Payable Within Due Date: Rs. 80,675

Due Date: Jun 15, 2011

Contribution Payable After Due Date: Rs. 81,001

Expiry Date: Jun 30, 2011

Current Contributions

Contribution's Month(s): From: Mar, 2011 To: May, 2011

Employer's Contributions: Rs. 16,291 Employer's Statutory Increase: Rs. 326

Employee's Contributions: Rs. 3,258 No. of Insured Persons: 17

Arrears of Contributions

Contributions Amount: Rs. 60,800

Employer's Contributions: Rs. 38,000 Employer's Statutory Increase: Rs. 15,200

Employee's Contributions: Rs. 7,600

EOBI Copy

Employer's Name: BISMAH TEXTILE IND.

Employers Registration No. AAA03217 Sub Code _____

Billing Month(s): From: Mar, 2011 To: May, 2011 Due Date: Jun 15, 2011

Payable within Due Date: Rs. 80,675 Issue Date: Jun 20, 2011

Payable after Due Date: Rs. 81,001 Voucher No.: 1000000105

Contribution Paid Through: Cash Cheque/ DD/ Payorder No. _____

Bank Use Only

Employer's Name: BISMAH TEXTILE IND.

Employers Registration No. AAA03217 Sub Code _____

Billing Month(s): From: Mar, 2011 To: May, 2011 Due Date: Jun 15, 2011

Payable within Due Date: Rs. 80,675 Issue Date: Jun 20, 2011

Payable after Due Date: Rs. 81,001 Voucher No.: 1000000105

Contribution Paid Through: Cash Cheque/ DD/ Payorder No. _____

* Any arrears with respect to the verification/assessments may be reflected in future, if so desired.

EOBI System Generated Voucher Date Jun 20, 2011



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Jalim For SR 27 253 199

EOBI Information System for Employer and Employee Facilitation – Operational Manual

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2.2.6 Reports:

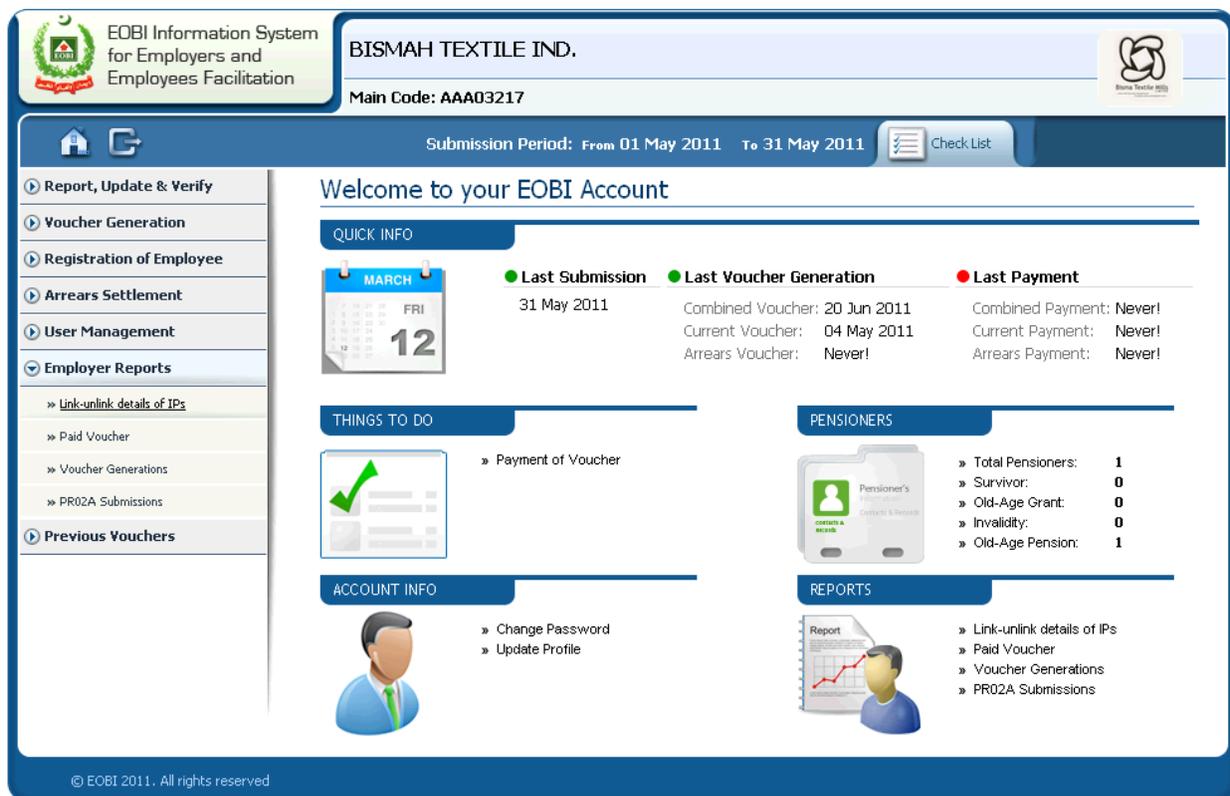
The system offers different roles based reporting facilities its users. You can view different statistics and reports on the basis of a wide variety of inputs for the current fiscal year.

You can print and export the reports in various formats as well.

Employer Reports:

Employer View: The system will facilitate the Employer to view the Employer Reports.

ink-Unlink Details Of IPs: Select the report to see the Exit Join Stats for for your Employer for the current fiscal year.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Submission Period: From 01 May 2011 To 31 May 2011

Check List

Welcome to your EOB Account

QUICK INFO

Last Submission	Last Voucher Generation	Last Payment
31 May 2011	Combined Voucher: 20 Jun 2011 Current Voucher: 04 May 2011 Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

PENSIONERS

- » Total Pensioners: 1
- » Survivor: 0
- » Old-Age Grant: 0
- » Invalidity: 0
- » Old-Age Pension: 1

REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PRO2A Submissions

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Clicking on the respected bar graph will give you the details of the Entered or Exiting IPs for the selected month.



EOBI Information System
for Employers and
Employees Facilitation

Muhammad Meraj Siddiqui

Beat Officer : Nazimabad - G



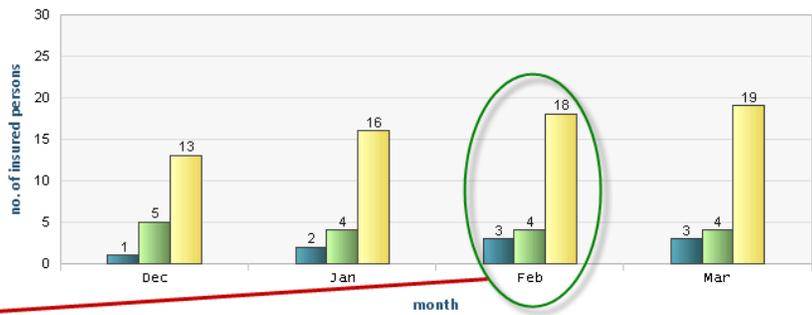
Main Code : Sub Code :

For the year : 2010 - 11

Employer - Insured Persons Joined or Exit

Employer Name: Intelligence Solutions Pakistan Smc (Smc Pvt) Ltd

No. of Insured Persons reported for Feb : 18



month

■ Exited ■ Joined ■ Total

No. of insured persons joined in February : 4

Insured person joining details

Insured Person Name	EOBI No.	CNIC or NIC	Joining Date
t	0100H228301	67876-4567890-1	Feb 01, 2011
A	0100I228300	43301-5878902-1	Feb 03, 2011
SAMIUDDIN KHAN	0400C043652	42101-1827849-7	Feb 10, 2011
Employee	4700E127813	21220-1212399-0	Feb 08, 2011

No. of insured persons exited in February : 3

Insured person exiting details

Insured Person Name	EOBI No.	CNIC or NIC	Joining Date
Abdul Qayyum	0100H058031	42401-1709889-9	Feb 28, 2011
Abida	0400E043676	452-76-072890	Feb 28, 2011
Shehzad Afsar	4700A110250	37405-9176951-9	Feb 28, 2011

Click on the Graph for the month to see the details of IPs below

Paid Voucher: Shows all the Paid Vouchers for the input Employer for the current fiscal year.



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.

Main Code: AAA03217






Submission Period: From 01 May 2011 To 31 May 2011



- ▶ Report, Update & Verify
- ▶ Voucher Generation
- ▶ Registration of Employee
- ▶ Arrears Settlement
- ▶ User Management
- ▶ Employer Reports
 - » Link-unlink details of IPs
 - » Paid Voucher
 - » Voucher Generations
 - » PR02A Submissions
- ▶ Previous Vouchers

Welcome to your EOBI Account

QUICK INFO



MARCH
FRI
12

● **Last Submission** 31 May 2011

● **Last Voucher Generation**

● **Last Payment**

Combined Voucher: 20 Jun 2011

Current Voucher: 04 May 2011

Arrears Voucher: Never!

Combined Payment: Never!

Current Payment: Never!

Arrears Payment: Never!

THINGS TO DO



- » Payment of Voucher

ACCOUNT INFO



- » Change Password
- » Update Profile

PENSIONERS



- » Total Pensioners: 1
- » Survivor: 0
- » Old-Age Grant: 0
- » Invalidity: 0
- » Old-Age Pension: 1

REPORTS



- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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The Paid Voucher report shows you the paid vouchers and their paid amounts based on the three voucher generation types, i.e. the **Current Demand, Arrears and Consolidated** voucher types. Select on the month and it will highlight the section (in red) and will show you the detailed information in the section below.



EOBI Information System
for Employers and
Employees Facilitation

Muhammad Uris

Beat Officer : Kotri Region - A

You can print report and export in
PDF, Word, etc

Main Code : AIF00157

Sub Code :

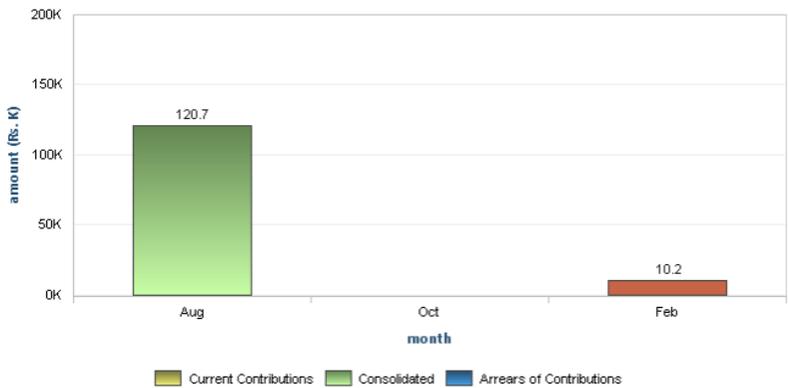
For the year : 2010 - 11

- ▶ Insured Person Registration
- ▶ Report, Update & Verify
- ▶ Arrears Settlement
- ▶ Voucher Generation
- ▶ User Management
- ▶ Beat Officer Reports
- ▶ **Employer Reports**
 - » Link-unlink details of IPs
 - » Paid Voucher
 - » Voucher Generations
 - » PR02A Submissions

Paid Voucher Contributions

Employer Name: M/S Fimcotex Industries

Total contribution paid on Feb 11, 2012 : Rs. 10248



Month	Amount (Rs. K)	Category
Aug	120.7	Consolidated
Oct	0	Arrears of Contributions
Feb	10.2	Current Contributions

Current Contributions Voucher paid for Feburary details

Beat officer name: Muhammad Uris

Voucher ID: 1000000037

Voucher Type: Current Contributions

Current month principal amount: Rs. 10080

Current demand principal amount : Rs. 0

Arrears principal amount : Rs. 0

Current month SI: Rs. 168

Current demand SI: Rs. 0

Arrears SI: Rs. 0

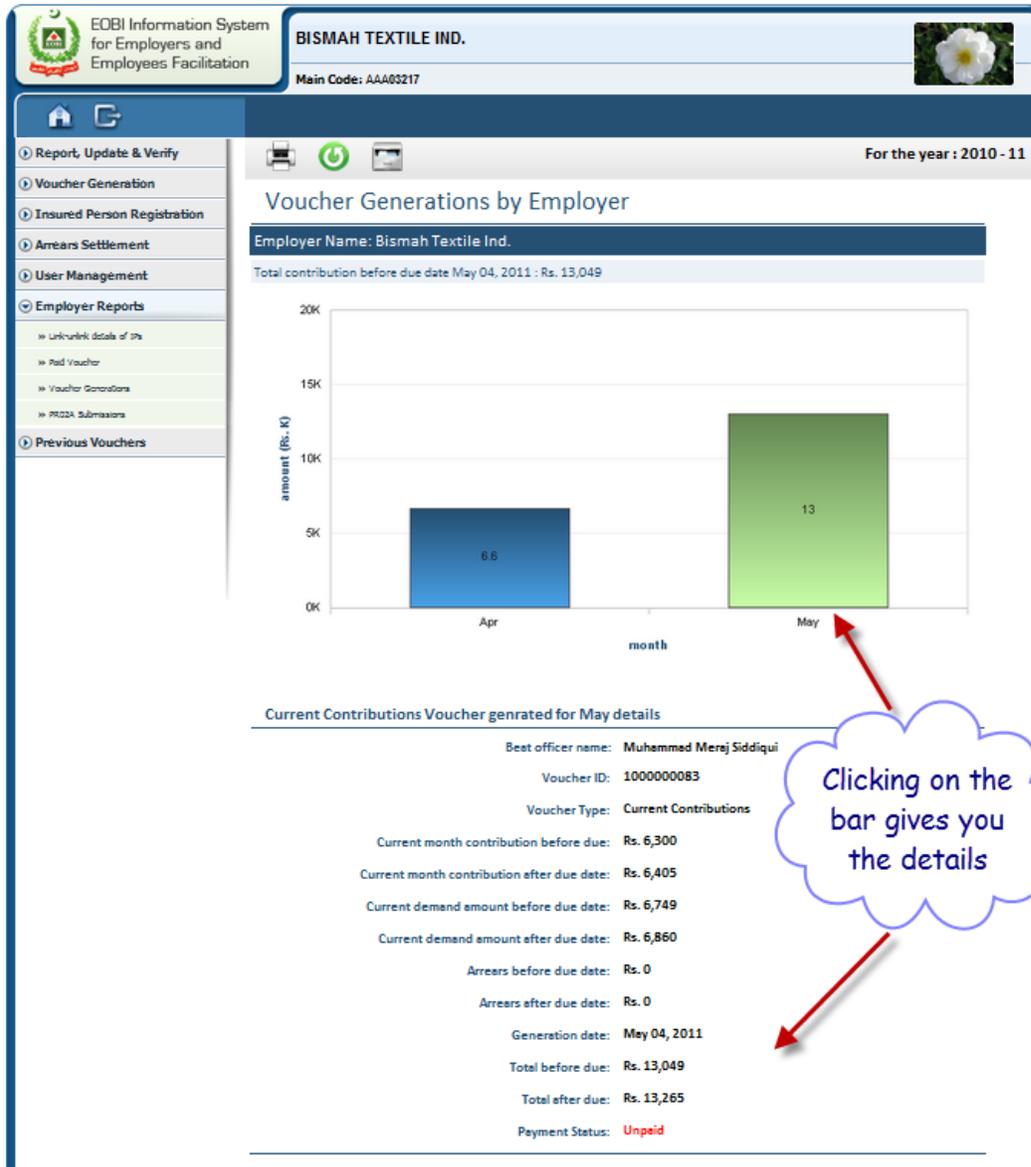
Due Date: Jun 16, 2011

Payment Date: Feb 11, 2012

Payment Amount: Rs. 10248

Voucher Generation: Shows all the Generated Vouchers for the input Employer for the current fiscal year.

The Voucher Generation report shows you the generated vouchers and their before and after due date payable amounts based on the three voucher generation types, i.e. the **Current Demand, Arrears and Consolidated** voucher types. Select on the month and it will highlight the section (in red) and will show you the detailed information in the section below.



EBOI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

For the year : 2010 - 11

Voucher Generations by Employer

Employer Name: Bismah Textile Ind.

Total contribution before due date May 04, 2011 : Rs. 13,049

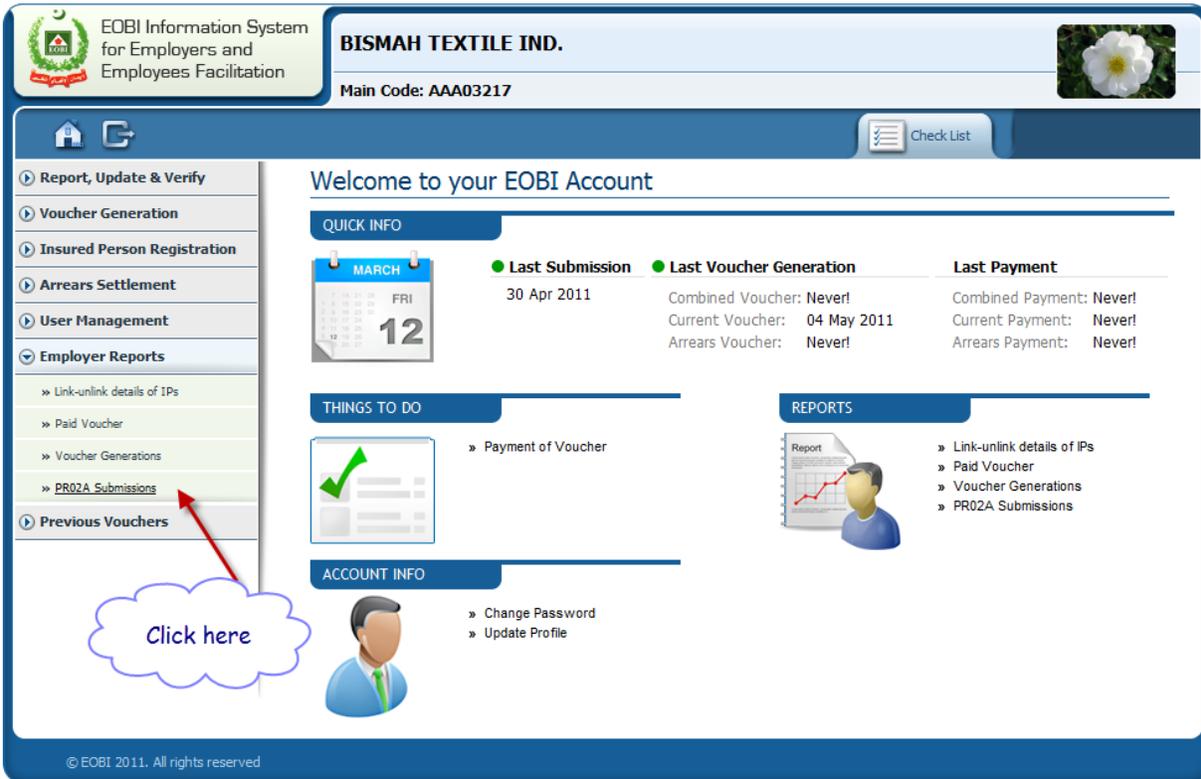
Month	Amount (Rs. K)
Apr	6.6
May	13

Current Contributions Voucher generated for May details

Best officer name:	Muhammed Meraj Siddiqui
Voucher ID:	1000000083
Voucher Type:	Current Contributions
Current month contribution before due:	Rs. 6,300
Current month contribution after due date:	Rs. 6,405
Current demand amount before due date:	Rs. 6,749
Current demand amount after due date:	Rs. 6,860
Arrears before due date:	Rs. 0
Arrears after due date:	Rs. 0
Generation date:	May 04, 2011
Total before due:	Rs. 13,049
Total after due:	Rs. 13,265
Payment Status:	Unpaid

Clicking on the bar gives you the details

PR02A Submissions: This report shows you the all the PR02A submissions in the selected region and Beat for the current fiscal year.



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Check List

Welcome to your EOB Account

QUICK INFO

QUICK INFO	Last Submission	Last Voucher Generation	Last Payment
	30 Apr 2011	Combined Voucher: Never! Current Voucher: 04 May 2011 Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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You can view the PRO2A submission stats per month for a given fiscal year. Clicking on a particular month will display the Employers who have submitted their PRO2A and their stats.

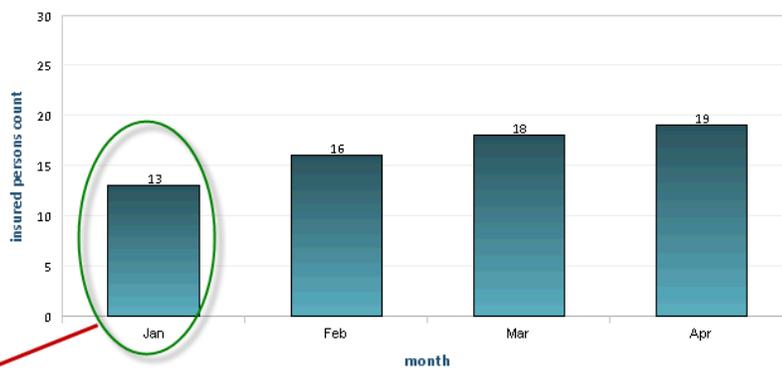


- Report, Update & Verify
- Voucher Generation
- Registration of Employee
- Arrears Settlement
- User Management
- Beat Officer Reports
- Employer Reports
 - » Link-unlink details of IPs
 - » Paid Voucher
 - » Voucher Generations
 - » PR02A Submissions
- Previous Vouchers

Employer - PR02 Submissions

Employer Name: Intelligence Solutions Pakistan Smc (Smc Pvt) Ltd

No. of IP counts for Jan : 13



Click on the Graph for the month to see the details of IPs below

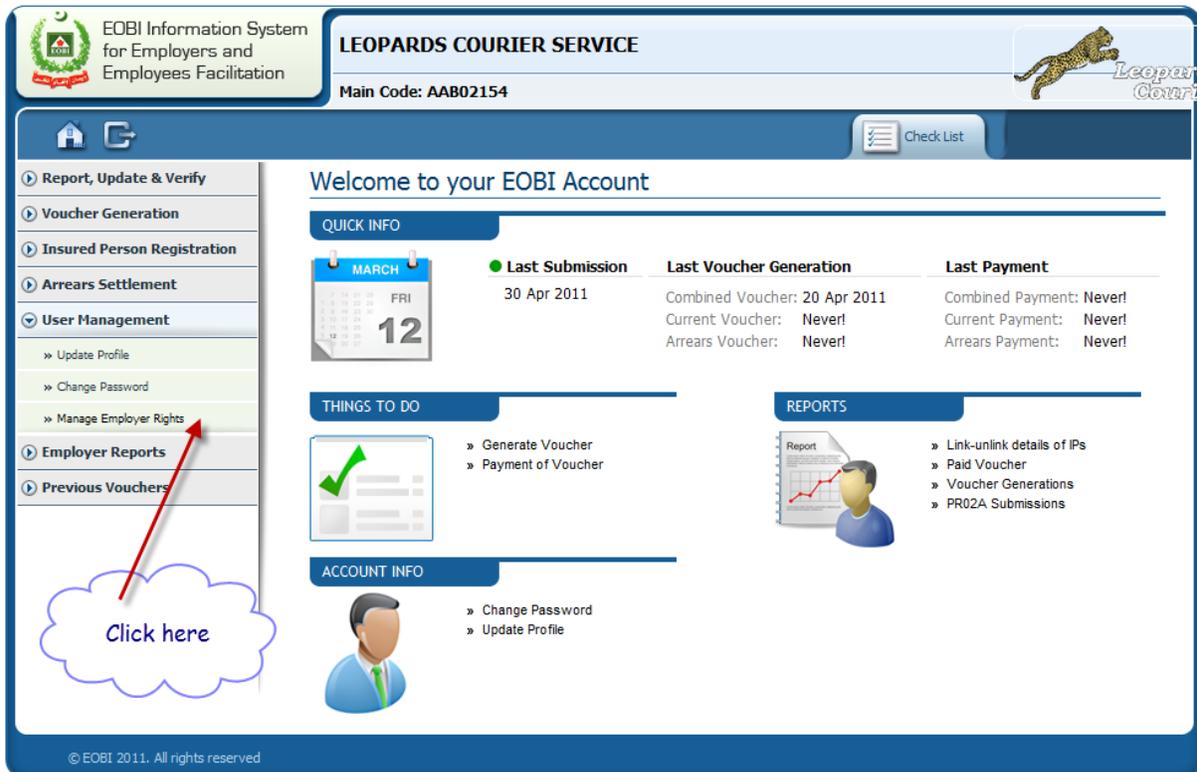
Insured person details for January submission

Beat Officer Name: Tariq Mehmood

Insured Person Name	EOBI No.	CNIC or NIC	From Date	To Date	Days Worked
Shehzad Afsar	4700A110250	37405-9176951-9	Dec 01, 2010	Dec 31, 2010	15
Junaid Shakeel Khan	4700A120310	61101-7314247-5	Dec 01, 2010	Dec 31, 2010	15
Omer Jamil Khan	4700D110249	61101-3894276-3	Dec 01, 2010	Dec 31, 2010	31
Mashood-Zia-Khan	4700D110265	42201-4196069-5	Dec 01, 2010	Dec 31, 2010	31
Hidayat Khan	4700E110248	37405-3420739-7	Dec 01, 2010	Dec 31, 2010	31
Muhammad Asif Change	4700E110264	37405-0997520-7	Dec 01, 2010	Dec 31, 2010	31
S.Reza Hyder Bokhary	4700F110247	61101-4674703-5	Dec 01, 2010	Dec 31, 2010	31
Muhammad Rashid	4700G110246	44103-0318348-5	Dec 01, 2010	Dec 31, 2010	31
ABIDA	0400E043676		Dec 01, 2010	Dec 31, 2010	31
NAJAMUDDIN IMANI	0400D043651	42301-2245220-3	Dec 02, 2010	Dec 31, 2010	30
QURAT UL AIN	4600D163827	11111-1111111-1	Dec 02, 2010	Dec 31, 2010	30
zia	4700A127809	12312-1242233-0	Dec 01, 2010	Dec 31, 2010	12
Mr. Arif	4700H127810	45645-7894567-7	Dec 01, 2010	Dec 31, 2010	31

2.2.7 Manage Employer Rights

A parent Employer can manage the **PRO2A Submission** and **PRO3 Voucher Generation** rights for its Sub codes(child) as well.



EOBI Information System for Employers and Employees Facilitation

LEOPARDS COURIER SERVICE
Main Code: AAB02154

Check List

Report, Update & Verify
Voucher Generation
Insured Person Registration
Arrears Settlement
User Management
» Update Profile
» Change Password
» Manage Employer Rights
Employer Reports
Previous Vouchers

Click here

Welcome to your EOBI Account

QUICK INFO

	Last Submission	Last Voucher Generation	Last Payment
	30 Apr 2011	Combined Voucher: 20 Apr 2011 Current Voucher: Never! Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Generate Voucher
- » Payment of Voucher

ACCOUNT INFO

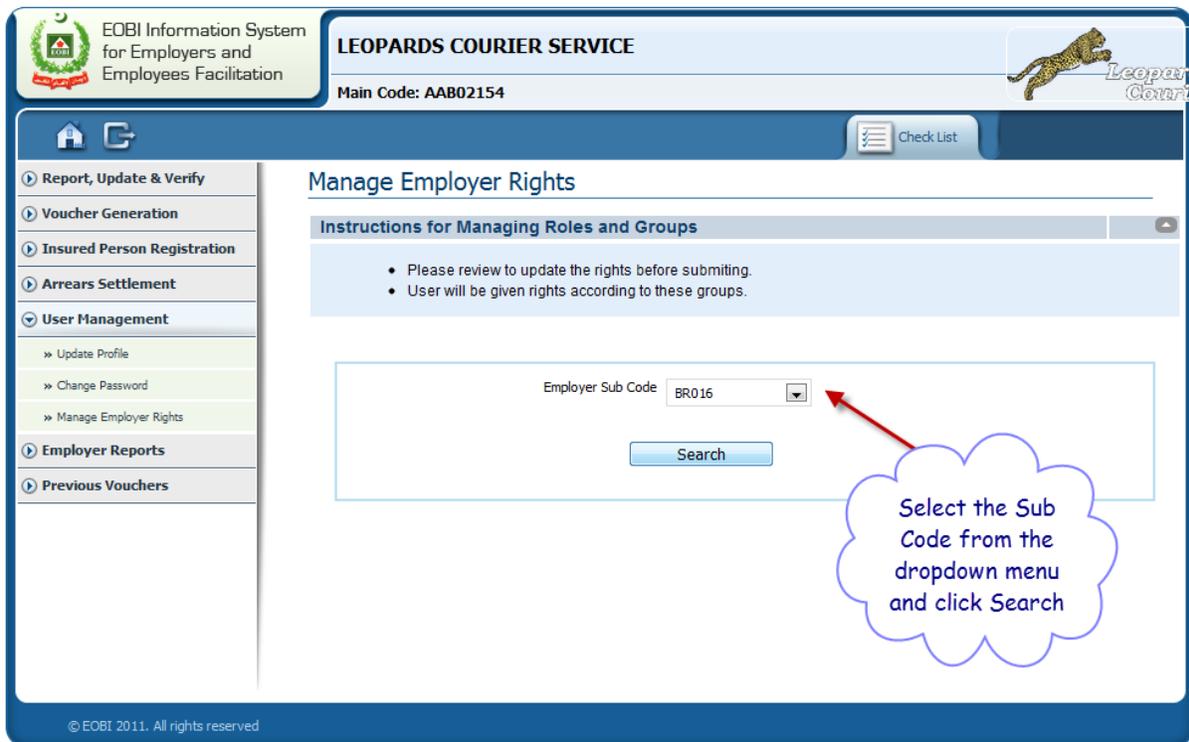
- » Change Password
- » Update Profile

REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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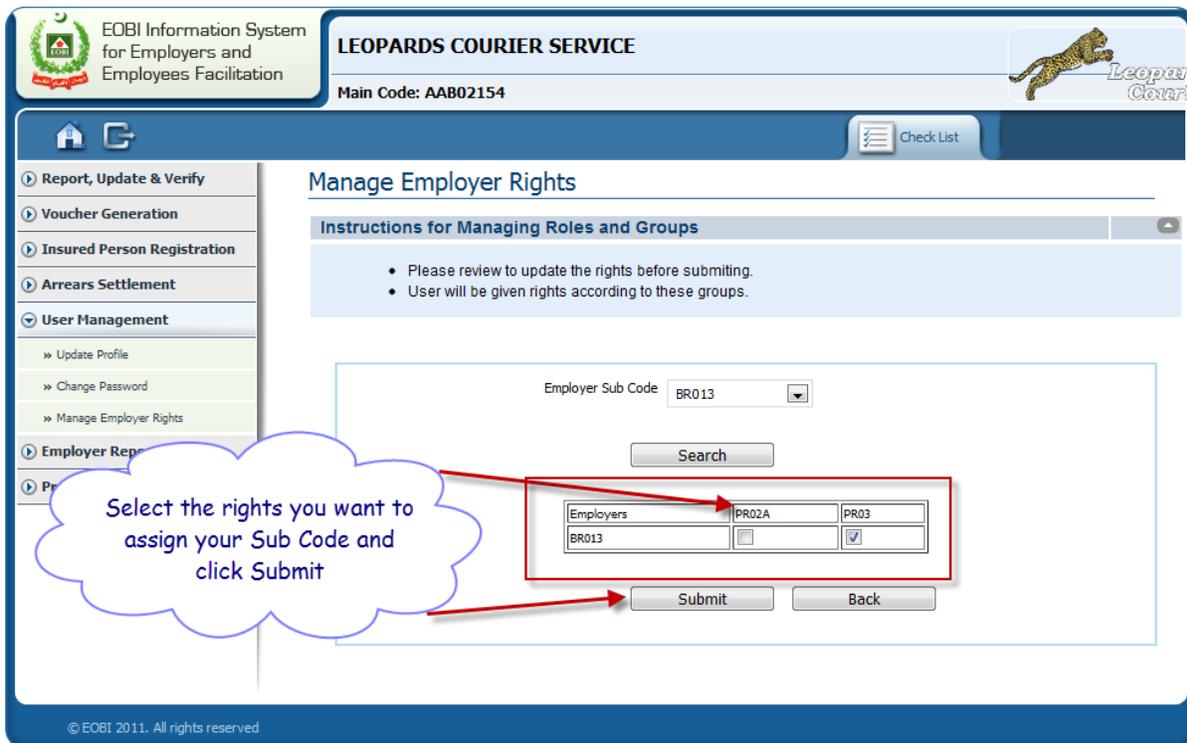
Search for the Sub Code who's right you want to Update.



The screenshot displays the 'LEOPARDS COURIER SERVICE' web application. The header includes the EOBI logo and 'EOBI Information System for Employers and Employees Facilitation', the service name 'LEOPARDS COURIER SERVICE', and the 'Main Code: AAB02154'. A navigation menu on the left lists options like 'Report, Update & Verify', 'Voucher Generation', 'Insured Person Registration', 'Arrears Settlement', 'User Management', 'Employer Reports', and 'Previous Vouchers'. The main content area is titled 'Manage Employer Rights' and contains 'Instructions for Managing Roles and Groups' with two bullet points: 'Please review to update the rights before submitting.' and 'User will be given rights according to these groups.' Below the instructions is a search form with a dropdown menu for 'Employer Sub Code' (currently showing 'BR016') and a 'Search' button. A red arrow points to the dropdown menu, and a callout bubble contains the text: 'Select the Sub Code from the dropdown menu and click Search'. The footer shows '© EOBI 2011. All rights reserved'.

You can give rights to your sub code by selecting the check boxes for the PR02A and PR03. Click Submit to save.

Note: We have given only the PR03 Voucher Generation rights to the Sub Code BR013. Now only the main code Employer AAB02154 can generate the PR02A for its BR013 Sub Code.



EOBI Information System for Employers and Employees Facilitation

LEOPARDS COURIER SERVICE

Main Code: AAB02154

Check List

Manage Employer Rights

Instructions for Managing Roles and Groups

- Please review to update the rights before submitting.
- User will be given rights according to these groups.

Employer Sub Code: BR013

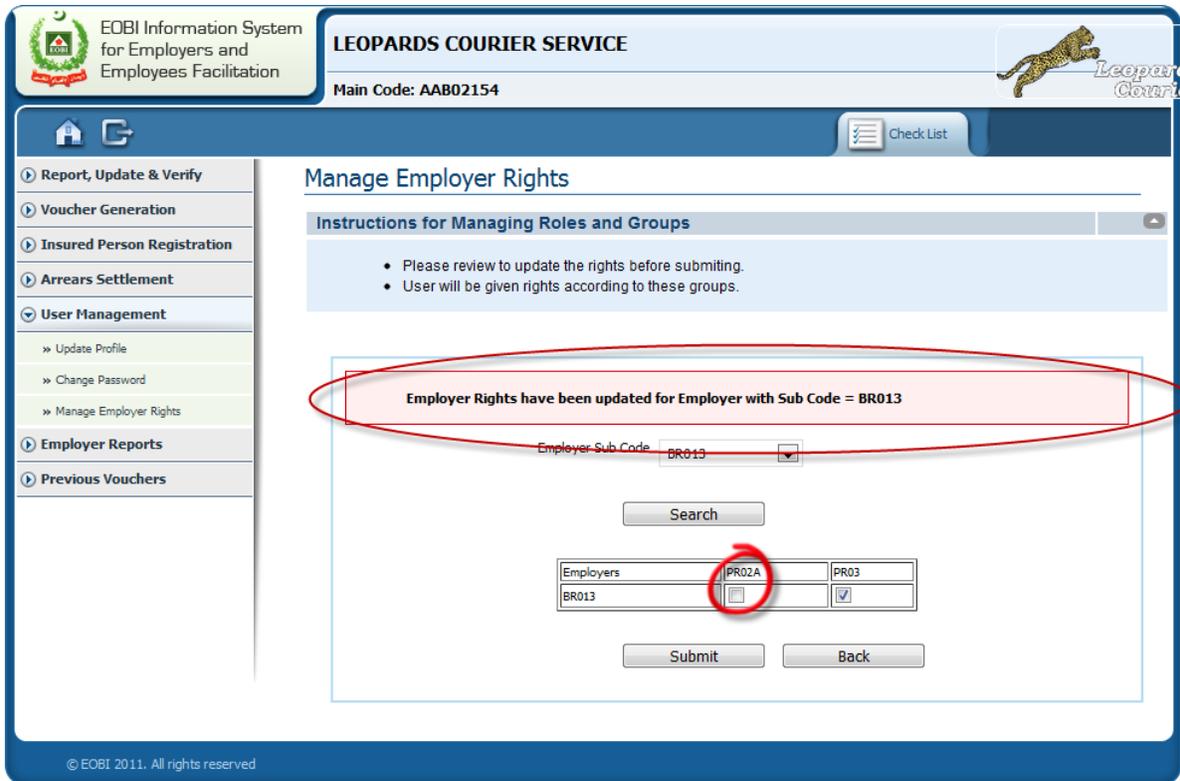
Search

Employers	PR02A	PR03
BR013	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Submit Back

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You will be shown a success message upon successful update.



The screenshot shows the 'LEOPARDS COURIER SERVICE' interface. The main header includes the EOB Information System logo and the text 'LEOPARDS COURIER SERVICE' with 'Main Code: AAB02154'. A navigation menu on the left lists options like 'Report, Update & Verify', 'Voucher Generation', 'Insured Person Registration', 'Arrears Settlement', 'User Management', 'Employer Reports', and 'Previous Vouchers'. The 'User Management' section is expanded to show 'Update Profile', 'Change Password', and 'Manage Employer Rights'. The main content area is titled 'Manage Employer Rights' and contains instructions for managing roles and groups. A success message is displayed in a red box: 'Employer Rights have been updated for Employer with Sub Code = BR013'. Below this, there is a search form with a dropdown menu for 'Employer-Sub-Code' set to 'BR013', a 'Search' button, and a table of roles. The table has columns for 'Employers', 'PR02A', and 'PR03'. The row for 'BR013' shows an unchecked checkbox under 'PR02A' and a checked checkbox under 'PR03'. 'Submit' and 'Back' buttons are at the bottom of the form.

EOBI Information System
for Employers and
Employees Facilitation

LEOPARDS COURIER SERVICE
Main Code: AAB02154

Check List

Manage Employer Rights

Instructions for Managing Roles and Groups

- Please review to update the rights before submitting.
- User will be given rights according to these groups.

Employer Rights have been updated for Employer with Sub Code = BR013

Employer-Sub-Code: BR013

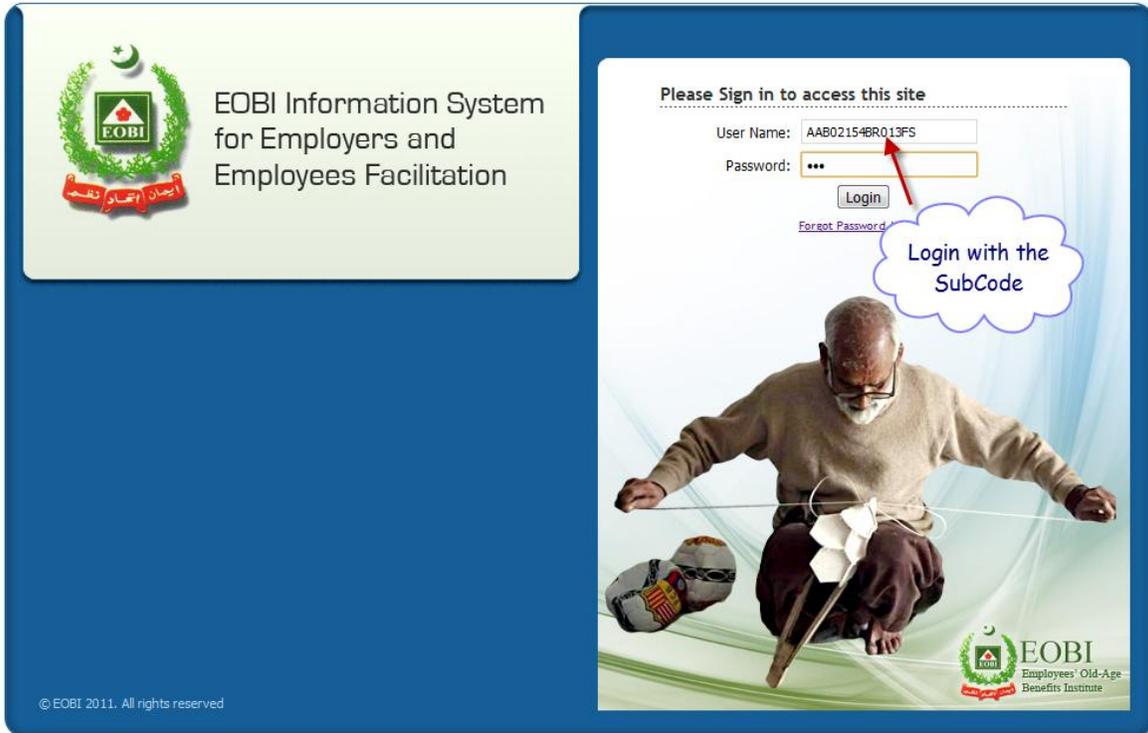
Search

Employers	PR02A	PR03
BR013	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Submit Back

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To verify the rights you can login with the Sub Code and view its Menu.



EOBI Information System
for Employers and
Employees Facilitation

Please Sign in to access this site

User Name: AAB02154BR013FS

Password: ...

Login

Forgot Password

Login with the
SubCode

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EOBI Information System
for Employers and
Employees Facilitation

LEOPARDS COURIER SERVICE

Main Code: AAB02154 Sub Code: BR013

 Check List

-  Home
-  Mobile
- Voucher Generation**
- User Management
- Employer Reports
- Previous Vouchers

Welcome to your EOBI Account

QUICK INFO



MARCH
FRI
12

Last Submission
Never!

Last Voucher Generation
Combined Voucher: Never!
Current Voucher: Never!
Arrears Voucher: Never!

Last Payment
Combined Payment: Never!
Current Payment: Never!
Arrears Payment: Never!

THINGS TO DO



- » Reporting of Employees
- » Generate Voucher
- » Payment of Voucher

REPORTS



- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

ACCOUNT INFO



- » Change Password
- » Update Profile

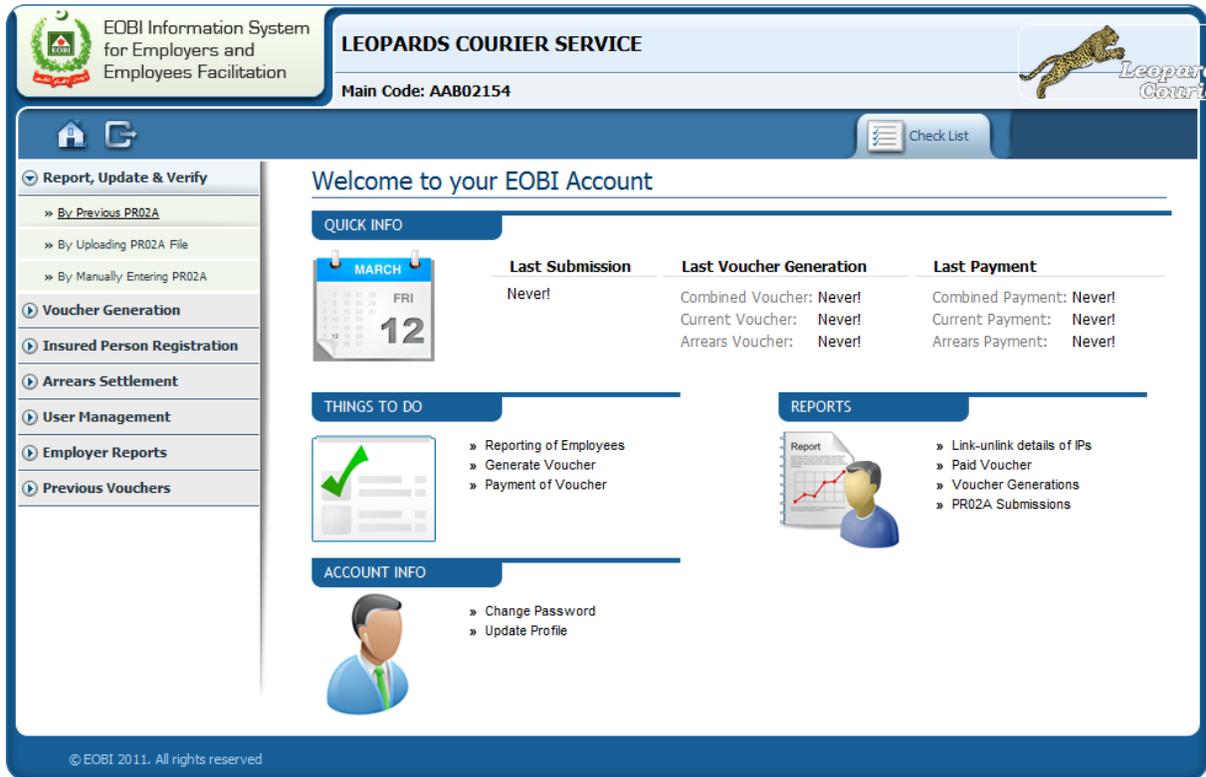
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Report, Update
and Verify Rights
are not assigned

Now the PR02A of the Sub Code can only be submitted from Main Code.

Main Code Employer will go to the PR02A Submission menu.



EOBI Information System for Employers and Employees Facilitation

LEOPARDS COURIER SERVICE

Main Code: AAB02154

Check List

Welcome to your EOBIS Account

QUICK INFO

Last Submission	Last Voucher Generation	Last Payment
Never!	Combined Voucher: Never! Current Voucher: Never! Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Reporting of Employees
- » Generate Voucher
- » Payment of Voucher

ACCOUNT INFO

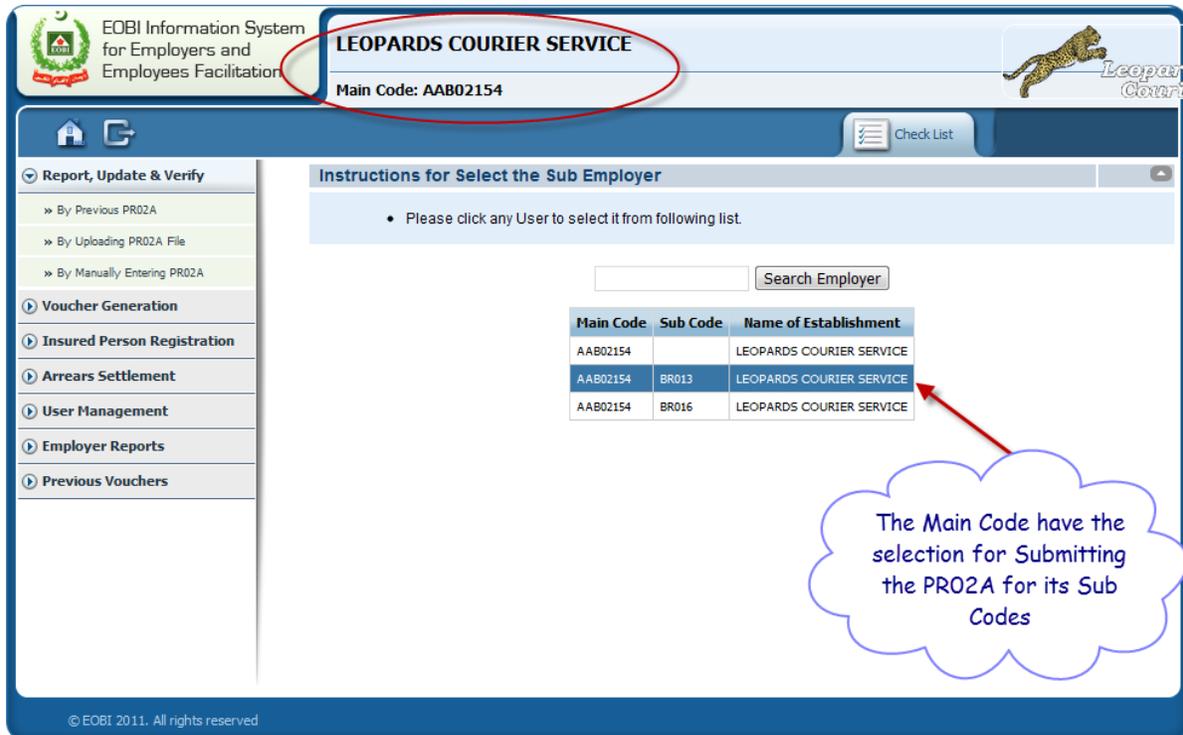
- » Change Password
- » Update Profile

REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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The System will ask the Employer if it wants to Submit the PR02A for itself or for its Sub code(s) displayed in the list.



EOBI Information System
for Employers and
Employees Facilitation

LEOPARDS COURIER SERVICE
Main Code: AAB02154

Check List

Report, Update & Verify

- » By Previous PR02A
- » By Uploading PR02A File
- » By Manually Entering PR02A

Voucher Generation

Insured Person Registration

Arrears Settlement

User Management

Employer Reports

Previous Vouchers

Instructions for Select the Sub Employer

- Please click any User to select it from following list.

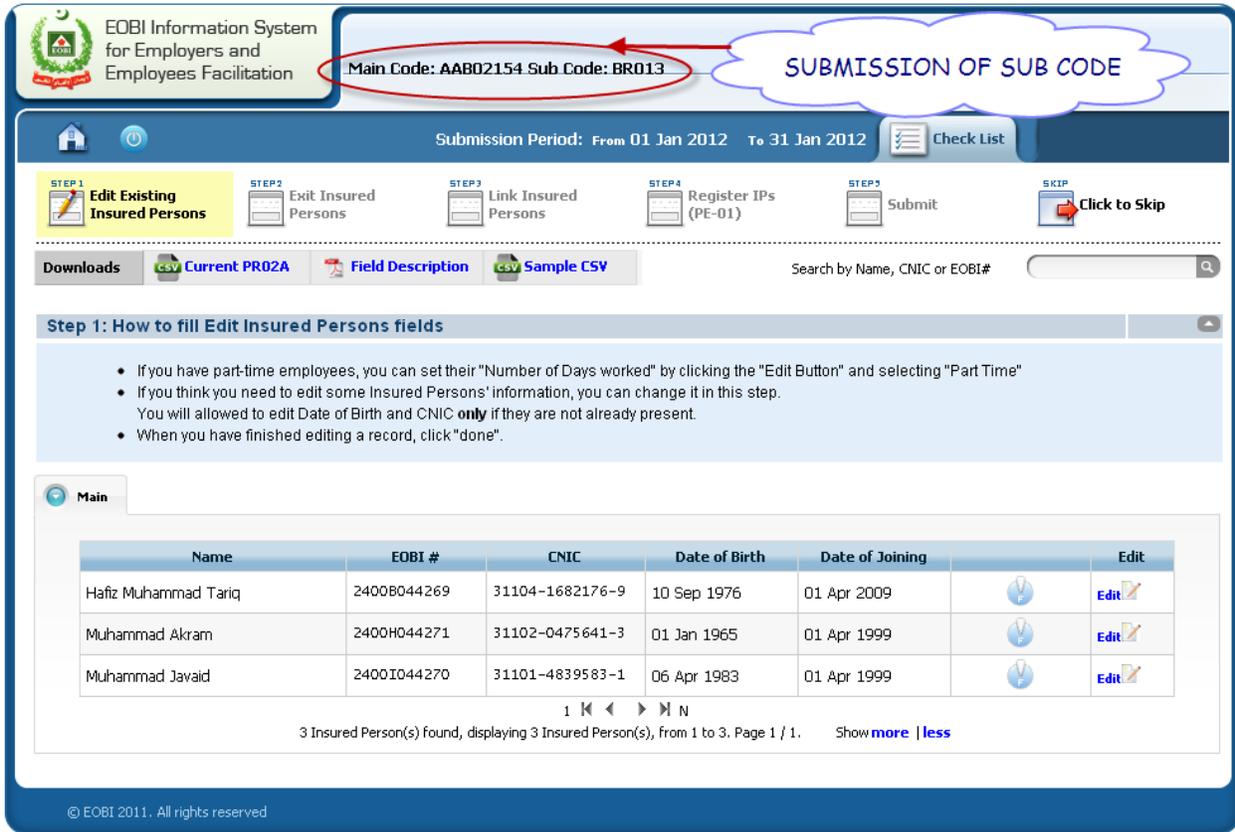
Search Employer

Main Code	Sub Code	Name of Establishment
AAB02154		LEOPARDS COURIER SERVICE
AAB02154	BR013	LEOPARDS COURIER SERVICE
AAB02154	BR016	LEOPARDS COURIER SERVICE

The Main Code have the selection for Submitting the PR02A for its Sub Codes

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If you will select the Sub Code, then you will be submitting the PR02A for the Sub Code as shown in the Header.



EOBIS Information System for Employers and Employees Facilitation

Main Code: AAB02154 Sub Code: BR013

SUBMISSION OF SUB CODE

Submission Period: From 01 Jan 2012 To 31 Jan 2012

Check List

STEP 1 Edit Existing Insured Persons

STEP 2 Exit Insured Persons

STEP 3 Link Insured Persons

STEP 4 Register IPs (PE-01)

STEP 5 Submit

SKIP Click to Skip

Downloads [Current PR02A](#) [Field Description](#) [Sample CSV](#)

Search by Name, CNIC or EOBI#

Step 1: How to fill Edit Insured Persons fields

- If you have part-time employees, you can set their "Number of Days worked" by clicking the "Edit Button" and selecting "Part Time"
- If you think you need to edit some Insured Persons' information, you can change it in this step. You will allowed to edit Date of Birth and CNIC **only** if they are not already present.
- When you have finished editing a record, click "done".

Name	EOBI #	CNIC	Date of Birth	Date of Joining	Edit
Hafiz Muhammad Tariq	24008044269	31104-1682176-9	10 Sep 1976	01 Apr 2009	Edit
Muhammad Akram	2400H044271	31102-0475641-3	01 Jan 1965	01 Apr 1999	Edit
Muhammad Javaid	2400I044270	31101-4839583-1	06 Apr 1983	01 Apr 1999	Edit

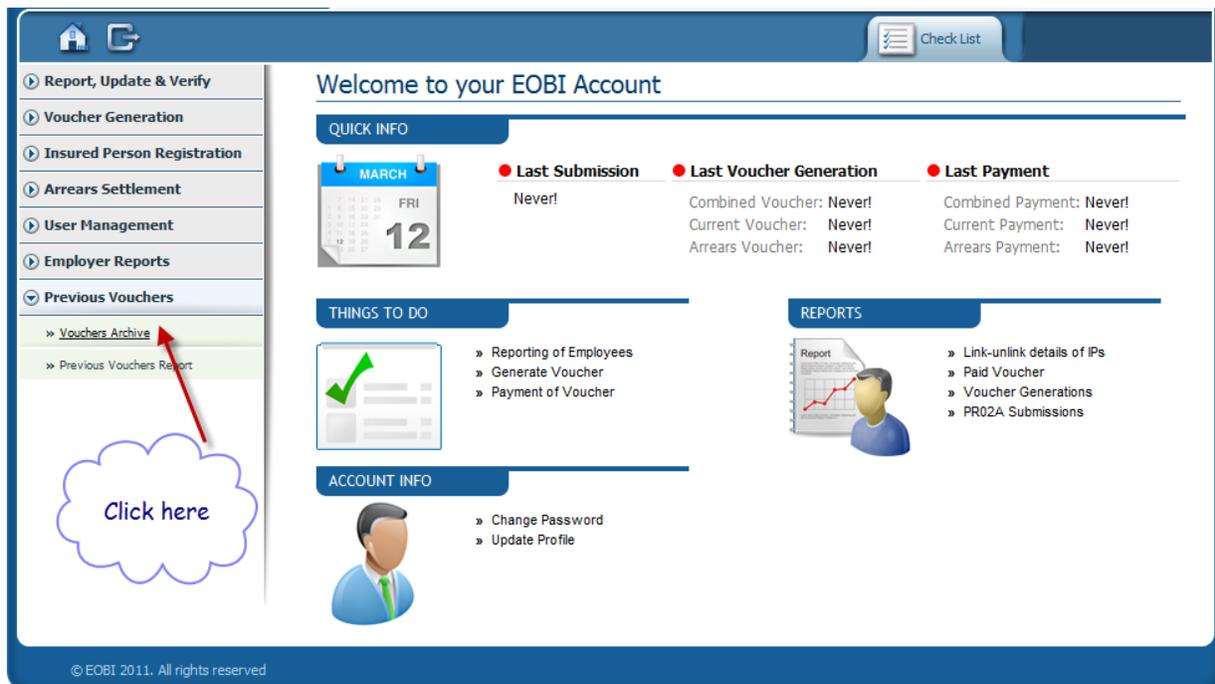
1 3 Insured Person(s) found, displaying 3 Insured Person(s), from 1 to 3. Page 1 / 1. Show [more](#) | [less](#)

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2.2.8 Previous Vouchers

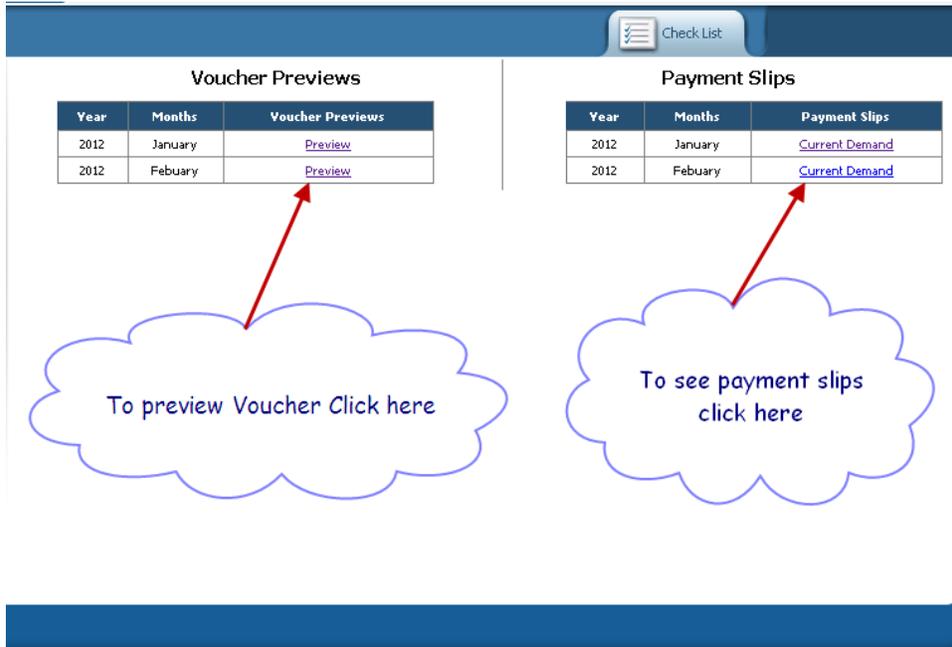
Voucher Archive

The system archives the previous generated vouchers and the payment slips for the ease of Employer. Employer can view its Previous Archives by going to the following link.



The screenshot displays the EOBi Account Dashboard. On the left sidebar, the 'Previous Vouchers' menu is expanded, and the 'Vouchers Archive' link is highlighted with a red arrow. A callout bubble with the text 'Click here' points to this link. The main dashboard area shows a 'Welcome to your EOBi Account' header, a 'QUICK INFO' section with a calendar for March 12th, and three status indicators: 'Last Submission: Never!', 'Last Voucher Generation: Never!', and 'Last Payment: Never!'. Below these are sections for 'THINGS TO DO' (Reporting of Employees, Generate Voucher, Payment of Voucher), 'ACCOUNT INFO' (Change Password, Update Profile), and 'REPORTS' (Link-unlink details of IPs, Paid Voucher, Voucher Generations, PR02A Submissions).

This page shows you the previous vouchers generated and previous payment slips generated by the Employer.



The screenshot displays a web interface with a blue header containing a 'Check List' button. Below the header, there are two main sections: 'Voucher Previews' and 'Payment Slips'. Each section contains a table with columns for 'Year', 'Months', and the respective category. Below each table is a callout box with a red arrow pointing to a specific link in the table.

Voucher Previews		
Year	Months	Voucher Previews
2012	January	Preview
2012	February	Preview

To preview Voucher Click here

Payment Slips		
Year	Months	Payment Slips
2012	January	Current Demand
2012	February	Current Demand

To see payment slips click here



Employees'
Old-Age Benefits
Institute

VOUCHER PREVIEW

System Generated Report for the Month of January, 2012
Generation Date: Jan 31 2012

Identification

Name of Employer: BISMAH TEXTILE IND.	Main Code: AAA03217
Date From: 2011-02-01	Sub Code: _____
Date To: 2011-12-31	

Current Month Contributions

Employees who have worked for	Days	Insured Persons	IP Contribution	Employer Contribution
	31	17	1,190	5,950
Total		17	1190	5950

Contribution against Unbooked Outstandings

Month-Year	Statutory Increase (SI)	Principal Amount (PA)
February, 2011	1,330	7,980
March, 2011	1,128	7,519
April, 2011	1,004	7,532
May, 2011	877	7,519
June, 2011	753	7,532
July, 2011	627	7,519
August, 2011	476	7,140
September, 2011	357	7,140
October, 2011	238	7,140
November, 2011	119	7,140
Total	6909	74161

EOBI System Generated Voucher Date Jan 31 2012


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Employees'
Old-Age Benefits
Institute

VOUCHER PREVIEW

System Generated Report for the Month of January, 2012
Generation Date: Jan 31 2012

Voucher Summary

Total Current Contribution:	Rs. 88210
Total Arrears Contribution:	Rs. 0
Total Payable Contribution:	Rs. 88210



Employees'
Old-Age Benefits
Institute

CONTRIBUTION PAYMENT SLIP

Voucher No: 1000000055

Type: Current Demand

PR - 03 Under Rule 3(9) of the Employees' Old-Ag Benefits (Contribution) Rule 1976

Personal information

Employers Registration No. AAA03217 Sub Office Code _____
Employer's Name BISMAH TEXTILE IND.

Contribution Month
Dec, 2011

Contribution Payable
Within Due Date
Rs. 88210

Due Date
Jan 16, 2012

Contribution Payable
After Due Date
Rs. 89565

Expiry Date
Jan 31, 2012

Current Contributions

Contribution's Month(s) From: Feb, 2011 To: Dec, 2011
Employer's Contributions Rs. 67751 Employer's Statutory Increase Rs. 6909
Employee's Contributions Rs. 13550 No. of Insured Persons 17



EOBI Copy

Billing Month(s) From: Feb, 2011 To: Dec, 2011 Due Date Jan 16, 2012
Payable within Due Date Rs. 88210 Issue Date Jan 31, 2012
Payable after Due Date Rs. 89565 Voucher No. 1000000055
Contribution Paid Through Cash Cheque/ DD/ Payorder No. _____



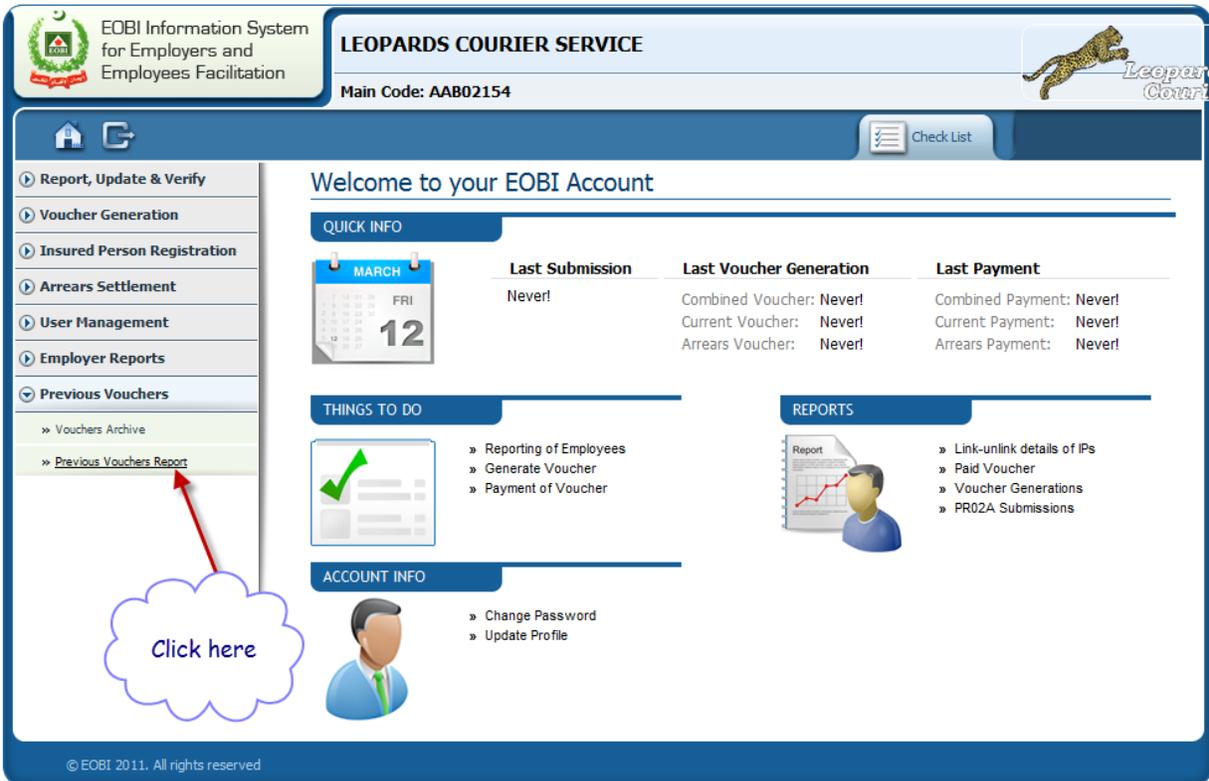
Bank Use Only

Billing Month(s) From: Feb, 2011 To: Dec, 2011 Due Date Jan 16, 2012
Payable within Due Date Rs. 88210 Issue Date Jan 31, 2012
Payable after Due Date Rs. 89565 Voucher No. 1000000055
Contribution Paid Through Cash Cheque/ DD/ Payorder No. _____



Previous Voucher Report

The Employer can view its previous latest PR02A Submission, its most latest Voucher Generation and its most Recent Voucher Payment dates in this report.



EOBI Information System for Employers and Employees Facilitation

LEOPARDS COURIER SERVICE
Main Code: AAB02154

Check List

Report, Update & Verify

Voucher Generation

Insured Person Registration

Arrears Settlement

User Management

Employer Reports

Previous Vouchers

- Vouchers Archive
- Previous Vouchers Report

Click here

Welcome to your EOBI Account

QUICK INFO

MARCH
FRI
12

Last Submission	Last Voucher Generation	Last Payment
Never!	Combined Voucher: Never! Current Voucher: Never! Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- Reporting of Employees
- Generate Voucher
- Payment of Voucher

ACCOUNT INFO

- Change Password
- Update Profile

REPORTS

- Link-unlink details of IPs
- Paid Voucher
- Voucher Generations
- PR02A Submissions

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This Employer have Submitted its current PR02A for previous month and have generated the voucher for the PR02A submission as well, but haven't yet paid it.

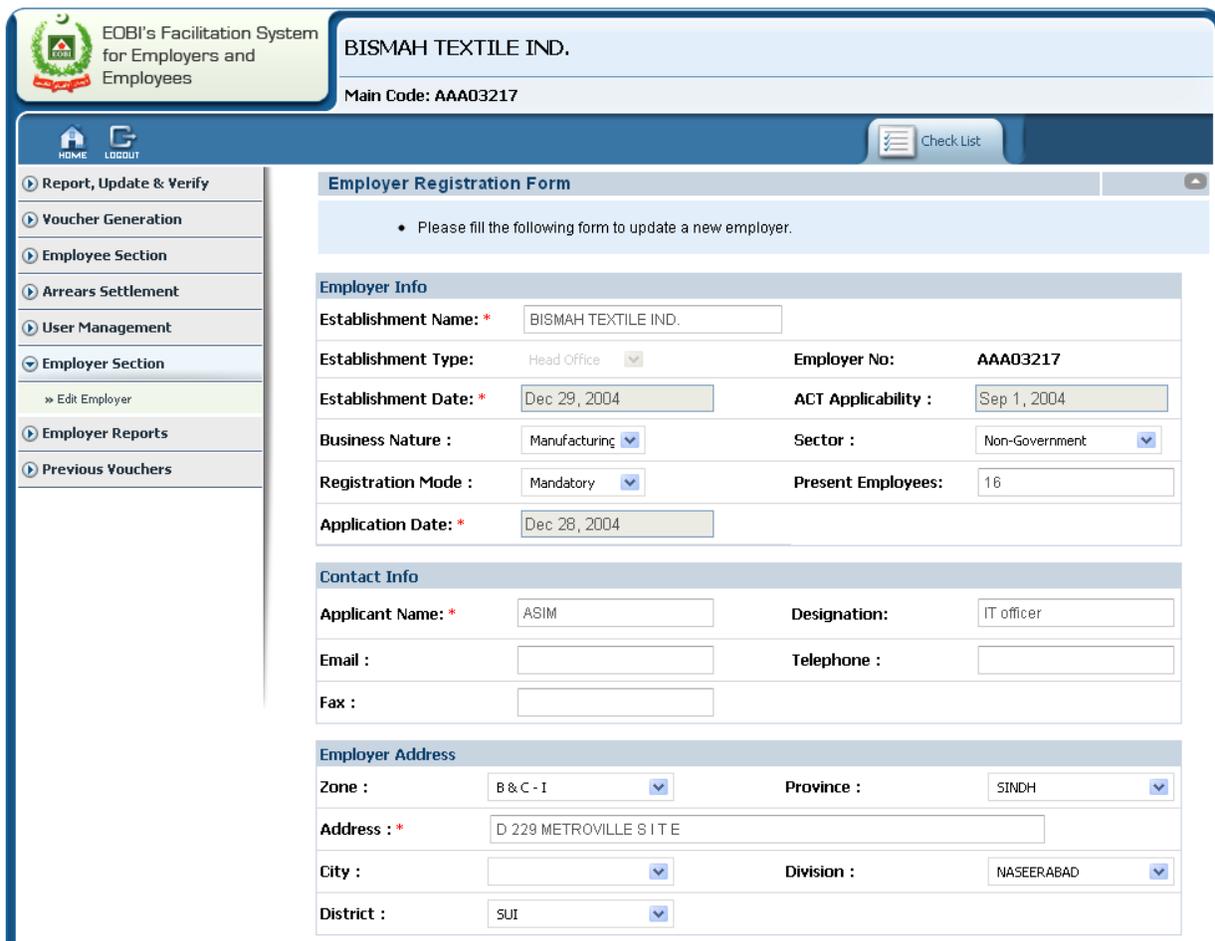
The Dates in **Green** shows that the submission is for the previous month, i.e. its up to date and in case the submission isn't up to date the dates will appear in **Red**.

For the year : 2010 - 11				
Previous Vouchers Report				
Employer Name: Bismah Textile Ind.				
Employer Code	Address	PR02A Submission Date	Voucher Generation Date	Last Voucher Submission Date
Head Office	D 229 METROVILLES I T E	Feb 1, 2012 1:08 PM	Feb 4, 2012 12:19 PM	

2.3 Employer Section

Edit Employer

Employer can update his information by using Employer Section.
Mandatory fields are highlighted with **red** mark. Update your fields.



EOB's Facilitation System for Employers and Employees

BISMMAH TEXTILE IND.
Main Code: AAA03217

HOME LOGOUT Check List

Report, Update & Verify
Voucher Generation
Employee Section
Arrears Settlement
User Management
Employer Section
» Edit Employer
Employer Reports
Previous Vouchers

Employer Registration Form

Please fill the following form to update a new employer.

Employer Info

Establishment Name: * BISMMAH TEXTILE IND.
Establishment Type: Head Office
Employer No: AAA03217
Establishment Date: * Dec 29, 2004
ACT Applicability: Sep 1, 2004
Business Nature: Manufacturing
Sector: Non-Government
Registration Mode: Mandatory
Present Employees: 16
Application Date: * Dec 28, 2004

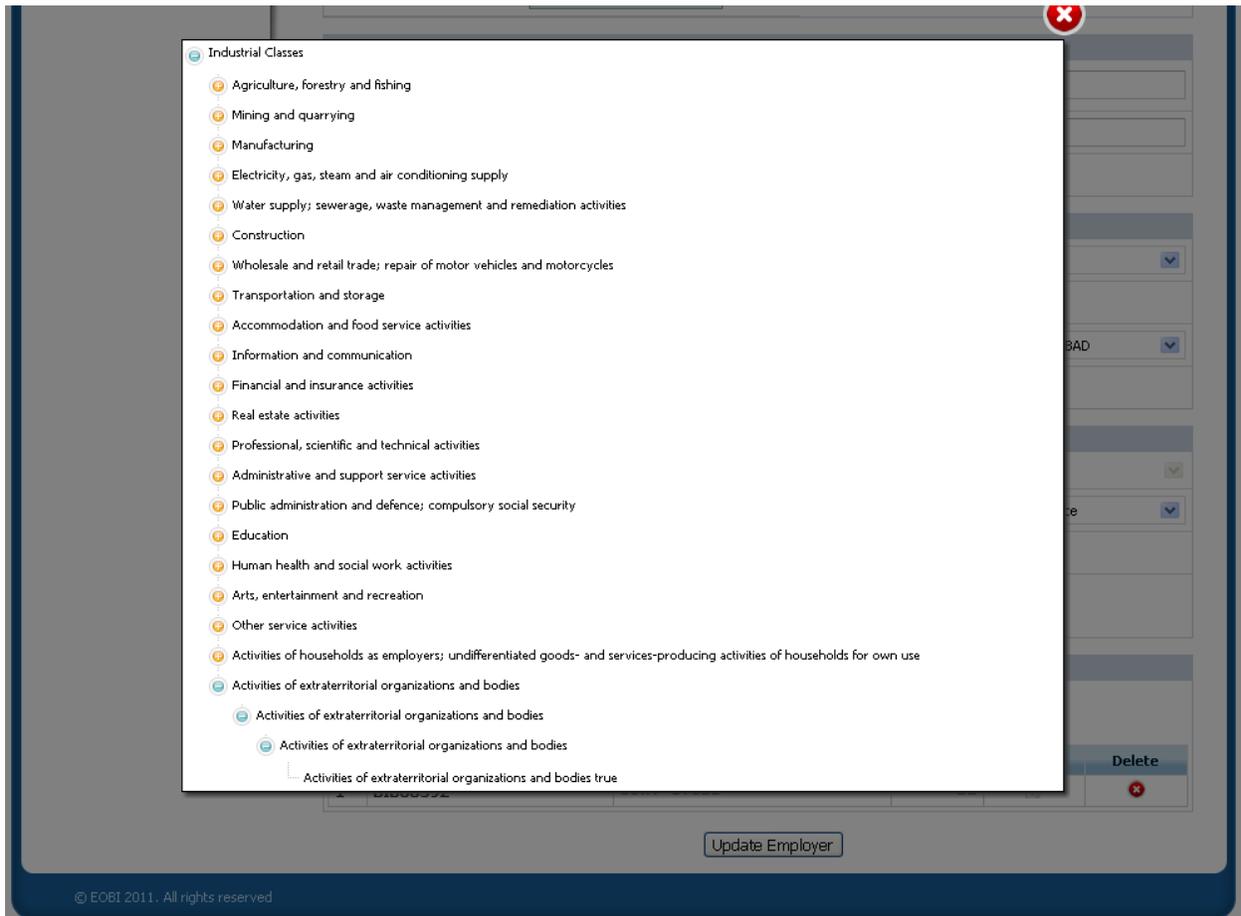
Contact Info

Applicant Name: * ASIM
Designation: IT officer
Email:
Telephone:
Fax:

Employer Address

Zone: B & C - I
Province: SINDH
Address: * D 229 METROVILLE SITE
City:
Division: NASEERABAD
District: SUI

Select Industrial Class:



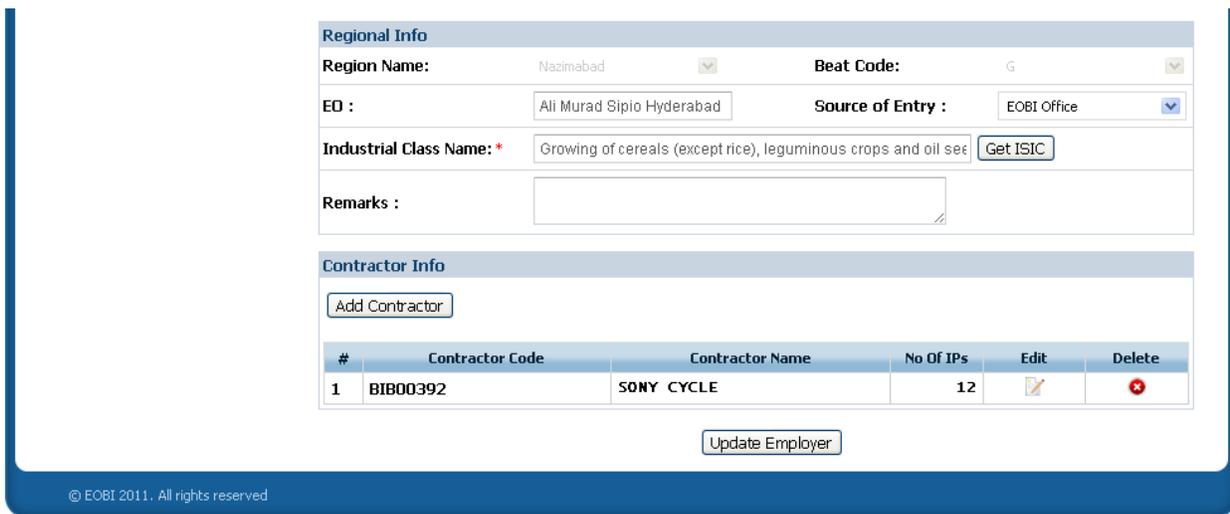
Industrial Classes

- Agriculture, forestry and fishing
- Mining and quarrying
- Manufacturing
- Electricity, gas, steam and air conditioning supply
- Water supply; sewerage, waste management and remediation activities
- Construction
- Wholesale and retail trade; repair of motor vehicles and motorcycles
- Transportation and storage
- Accommodation and food service activities
- Information and communication
- Financial and insurance activities
- Real estate activities
- Professional, scientific and technical activities
- Administrative and support service activities
- Public administration and defence; compulsory social security
- Education
- Human health and social work activities
- Arts, entertainment and recreation
- Other service activities
- Activities of households as employers; undifferentiated goods- and services-producing activities of households for own use
- Activities of extraterritorial organizations and bodies
 - Activities of extraterritorial organizations and bodies
 - Activities of extraterritorial organizations and bodies
 - Activities of extraterritorial organizations and bodies true

Update Employer

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New contractor can be add and previous contract can be delete or updated.



Regional Info

Region Name: Nazimabad Beat Code: G

EO : Ali Murad Sipio Hyderabad Source of Entry : EOBI Office

Industrial Class Name: * Growing of cereals (except rice), leguminous crops and oil see [Get ISIC](#)

Remarks :

Contractor Info

[Add Contractor](#)

#	Contractor Code	Contractor Name	No Of IPs	Edit	Delete
1	BIB00392	SONY CYCLE	12		

Update Employer

© EOBI 2011. All rights reserved

Edit Contractor IPs Count

Regional Info

Region Name: Nazimabad **Beat Code:** G
ED : Ali Murad Sipio Hyderabad **Source of Entry :** EOBI Office
Industrial Class Name: * Growing of cereals (except rice), leguminous crops and oil see
Remarks :

Contractor Info

#	Contractor Code	Contractor Name	No Of IPs	Edit	Delete
1	BIB00392	SONY CYCLE	<input style="width: 40px;" type="text" value="12"/>	<input type="button" value="Done"/>	<input type="button" value="✖"/>

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Update Employer (Successful Message)

Application Date: Dec 28, 2004

Contact Info

Applicant Name: ASIM Designation: IT officer

Email : Telephone :

Fax :

Province : SINDH

City : KARACHI Division : NASEERABAD

District : SUI

Regional Info

Region Name: Nazimabad Beat Code: G

EO : Ali Murad Sipio Hyderabad Source of Entry : EOBI Office

Industrial Class Name : Growing of cereals (except rice), leguminous crops and oil seeds [Get ISIC](#)

Remarks :

Contractor Info

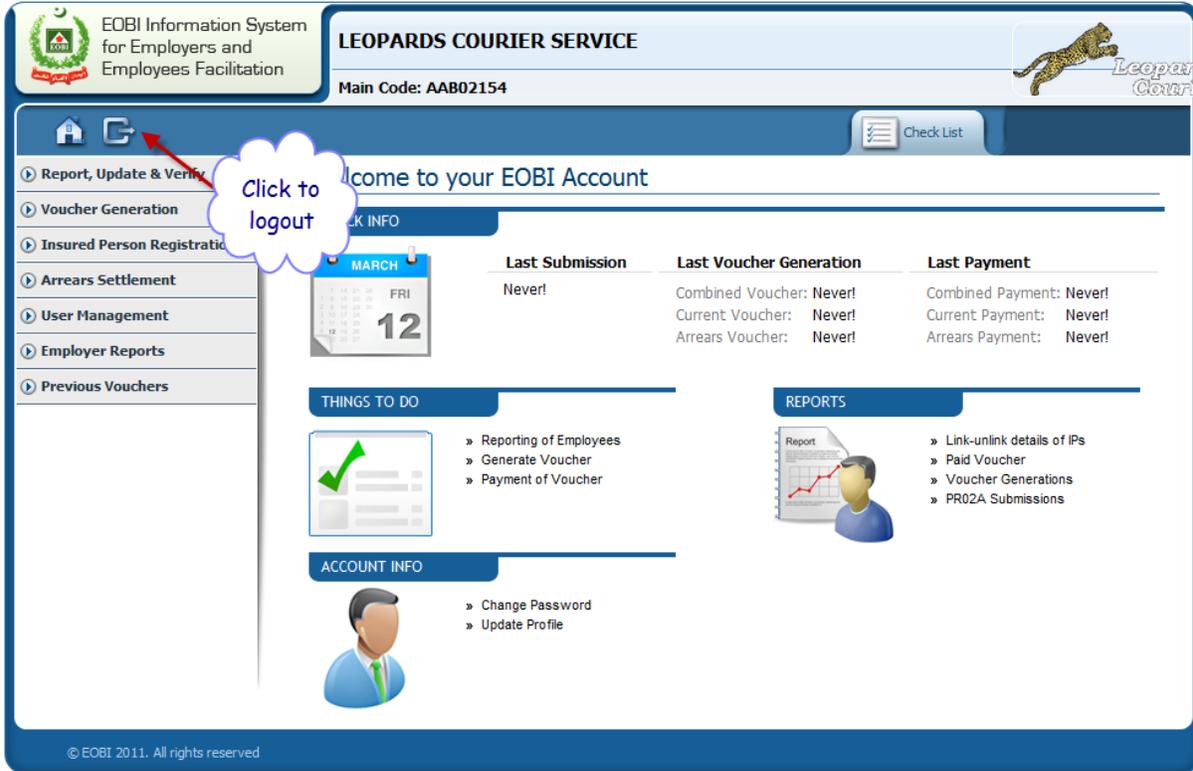
[Add Contractor](#)

#	Contractor Code	Contractor Name	No Of IPs	Edit	Delete
1	BIB00392	SONY CYCLE	12		

[Update Employer](#)

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2.4 Logout



EOBI Information System for Employers and Employees Facilitation

LEOPARDS COURIER SERVICE
Main Code: AAB02154

Check List

Click to logout

Welcome to your EOBI Account

ACCOUNT INFO	Last Submission	Last Voucher Generation	Last Payment
	Never!	Combined Voucher: Never! Current Voucher: Never! Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Reporting of Employees
- » Generate Voucher
- » Payment of Voucher

REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

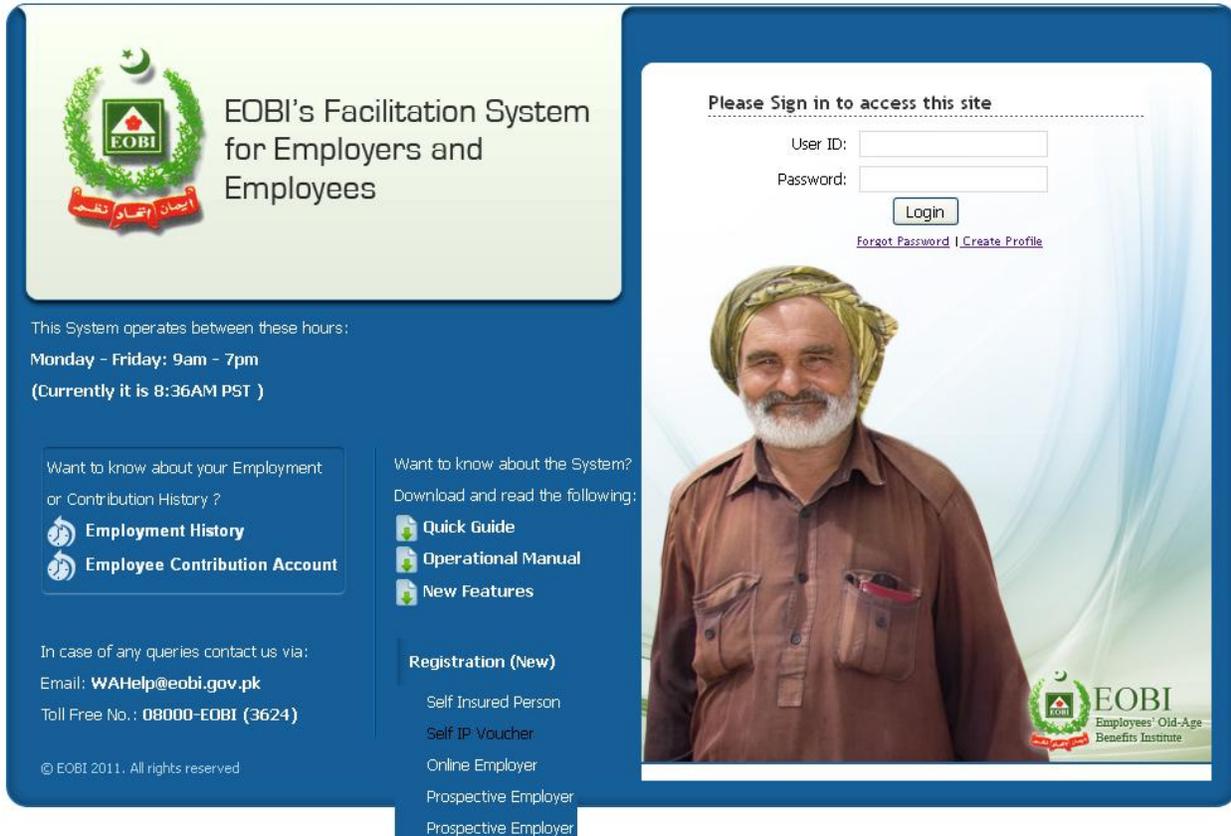
ACCOUNT INFO

- » Change Password
- » Update Profile

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2.5 Self Insured Registration

Click on the “Self Insured Registration” link:



- Provide your CNIC:

Application for Self Insured Person

Instructions for Self Insured Person

- Please provide your NIC / CNIC
- Please fill the Self Insured Person form (if you are not registered with EOBI).
- After registration go Bank to submit your contribution.
- Please contact EOBI Regional Office in case you face any problem using this system.

Please enter your CNIC :

- If you are already registered with EOBI, you will get this message:



EOBI's Facilitation System
for Employers and
Employees



Application for Self Insured Person

Instructions for Self Insured Person

- Please provide your NIC / CNIC
- Please fill the Self Insured Person form (if you are not registered with EOBI).
- After registration go Bank to submit your contribution.
- Please contact EOBI Regional Office in case you face any problem using this system.

Please enter your CNIC :

You are already registered with EOBI, having EOBI No: **0400C133449** .
You can directly submit your payment in Bank.

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- Fill the below form to registered with EOBI:

Application for Self Insured Person

Instructions for Self Insured Person

- Please provide your NIC / CNIC
- Please fill the Self Insured Person form (if you are not registered with EOBI).
- Anyone Mobile No is acceptable if you dont have Mobile No.
- After registration go Bank to submit your contribution.
- Please contact EOBI Regional Office in case you face any problem using this system.

Self Insured Person Info

Applicant Name : *	<input style="width: 90%;" type="text"/>
Date of Birth : *	<input style="width: 80%;" type="text"/> 
Gender : *	Male <input type="button" value="v"/>
EOBI No: (if any)	<input style="width: 80%;" type="text"/>
NTN No:	<input style="width: 80%;" type="text"/>
NIC :	<input style="width: 80%;" type="text"/>
CNIC :	12345-6678999-9

Contact Info

Province : *	SINDH <input type="button" value="v"/>	City : *	ABBASPUR <input type="button" value="v"/>
Present Address : *	<input style="width: 95%;" type="text"/>		
Permanent Address :	<input style="width: 95%;" type="text"/>		
Business Type : *	<input style="width: 80%;" type="text"/> <input type="button" value="Choose your Business Type"/>		
Organization Name :	<input style="width: 95%;" type="text"/>		
Mobile No : *	<input style="width: 80%;" type="text"/>	Landline No :	<input style="width: 80%;" type="text"/>
Email :	<input style="width: 80%;" type="text"/>	Fax :	<input style="width: 80%;" type="text"/>

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- User registered with EOBI :

• Anyone Mobile No is acceptable if you don't have Mobile No.
• After registration go Bank to submit your contribution.
• Please contact EOBI Regional Office in case you face any problem using this system.

Self Insured Person Info

Applicant Name: * MUHAMMAD SHAHBAZ

Date of Birth: * Apr 4, 1979 **Gender: *** Male

EOBI No: (if any)

NIC : 45-6678999-9

Contact Info

Province : * ACHI

Present Address

Permanent Address : KARACHI SINDH PAKISTAN

Business Type : * Growing of cereals (except rice), leguminous crops and oil s

Organization Name :

Mobile No : * 03002295493 **Landline No :**

Email : **Fax :**

 Your information has been submitted successfully. In order to complete the registration process, please generate electronic voucher and deposit your contribution in Bank.

- Self Insured Person Electronic Voucher



EOBI's Facilitation System for Employers and Employees

This System operates between these hours:
Monday - Friday: 9am - 7pm
(Currently it is 8:41AM PST)

Want to know about your Employment or Contribution History ?

-  **Employment History**
-  **Employee Contribution Account**

Want to know about the System? Download and read the following:

-  **Quick Guide**
-  **Operational Manual**
-  **New Features**

In case of any queries contact us via:
Email: WAHelp@eobi.gov.pk
Toll Free No.: 08000-EOBI (3624)

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Please Sign in to access this site

User ID:

Password:

[Forgot Password](#) | [Create Profile](#)





EOBI
Employees' Old-Age
Benefits Institute

- Provide the CNIC and contribution period.

New NIC	42301-1080790-1	From Date	Apr 4, 2012	To Date	Apr 4, 2012
					For the year : 2011 - 12
 <p>Employees' Old-Age Benefits Institution</p>		<p>CONTRIBUTION PAYMENT SLIP</p>			<p>Voucher No: 4000000003</p>
<p>PR - 03B Under Rule 3(9) of the Employees' Old-Ag Benefits (Contribution) Rule 1976</p>					
<p>Self Insured Person Copy</p>			<p>EOBI - Contribution Payment Slip</p>		
Employee's Name	MUHAMMAD SHAHBAZ				
Employee's CNIC	42301-1080790-1	Employee's NIC			
Employee's EOBI No		Date of Birth	Mar 8, 1984		
Employee's Address					
Employee's Mobile No	03002295493				
Contribution's Month(s)	April, 2012				
Contribution's Amount	Rs. 420				
Contribution Paid Through	Cash	<input type="checkbox"/>	Cheque/ DD/ Payorder No.		
<p>✂</p>					
<p>EOBI Copy</p>			<p>EOBI - Contribution Payment Slip</p>		
Employee's Name	MUHAMMAD SHAHBAZ				
Employee's CNIC	42301-1080790-1	Employee's NIC			
Employee's EOBI No		Date of Birth	Mar 8, 1984		
Employee's Address					
Employee's Mobile No	03002295493				

2.6 Online Employer Registration

- Click on "Online Employer" link:



EOBI's Facilitation System for Employers and Employees

This System operates between these hours:
Monday - Friday: 9am - 7pm
(Currently it is 8:43AM PST)

Want to know about your Employment or Contribution History ?

-  **Employment History**
-  **Employee Contribution Account**

In case of any queries contact us via:
Email: WAHelp@eobi.gov.pk
Toll Free No. : 08000-EOBI (3624)

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Want to know about the System?
Download and read the following:

-  **Quick Guide**
-  **Operational Manual**
-  **New Features**

Registration (New)

- Self Insured Person
- Self IP Voucher
- Online Employer
- Prospective Employer
- Prospective Employer

Please Sign in to access this site

User ID:

Password:

[Forgot Password](#) | [Create Profile](#)




- Fill the Online Employer Registration form and click submit detail, you will get an email once regional officer will approve your request:

Application for Online Employer's Registration

Instructions for Online Employer's Registration

- Please fill the following form to request for an employer.
- It is compulsory for user to provide the mandatory information (highlight with red asterisk).
- Please contact EOBI Regional Office in case you face any problem using this system.

Employer Info	
Establishment Name: *	<input type="text"/>
Establishment Type:	Head Office <input type="button" value="v"/>
Male Employees :	<input type="text" value="0"/>
Female Employees :	<input type="text" value="0"/>
Total Employees :	<input type="text" value="0"/>
Disabled out of total Employees (if any) :	<input type="text" value="0"/>
NTN No:	<input type="text"/>
Business Type: *	<input type="text"/> <input type="button" value="Choose your Business Type"/>
HO Reg No.	<input type="text" value="0"/>
Business Nature :	Manufacturing <input type="button" value="v"/>
Sector :	Government <input type="button" value="v"/>
Form of Business :	Corporation <input type="button" value="v"/>
Date of Establishment: *	<input type="text"/> <input type="button" value="v"/>

Contact Info	
Applicant Name: *	<input type="text"/>
Designation:	<input type="text"/>
Email :	<input type="text"/>
Office Phone No : *	<input type="text"/>
Mobile No :	<input type="text"/>
Fax :	<input type="text"/>
Office Website :	<input type="text"/>

Employer Address	
Province :	SINDH <input type="button" value="v"/>
City :	ALI BANDAR <input type="button" value="v"/>
Address : *	<input type="text"/>

- Your information has been submitted:

Application for Online Employer's Registration

Instructions for Online Employer's Registration

- Please fill the following form to request for an employer.
- It is compulsory for user to provide the mandatory information (highlight with red asterisk).
- Please contact EOBI Regional Office in case you face any problem using this system.

Employer Info			
Establishment Name: *	<input type="text" value="ONLINE EMPLOYER"/>		
Establishment Type:	<input type="text" value="Head Office"/>	HD Reg No.	<input type="text" value="0"/>
Present Employees (male):	<input type="text" value="10"/>	Present Employees (female):	<input type="text" value="10"/>
Present Employees (disabled):	<input type="text" value="5"/>	Business Nature :	<input type="text" value="Manufacturing"/>
Form of Business :			<input type="text" value="Government"/>
Establishment Date	<input type="text"/>		
Business Type : *	<input type="text" value="Business Type"/>		



The information has been submitted successfully, You will receive confirmation email after regional officer approval.

Contact Info				
Applicant Name: *	<input type="text" value="ONLINE EMPLOYER"/>		Designation:	<input type="text" value="software eng"/>
Email :	<input type="text" value="abc@online.com"/>		Landline No :	<input type="text" value="234234234"/>
Mobile No :	<input type="text" value="034332423424"/>		Office Phone No :	<input type="text"/>
Fax :	<input type="text"/>			

Employer Address			
Province :	<input type="text" value="SINDH"/>	City :	<input type="text" value="KARACHI"/>
Address : *	<input type="text" value="LOCATION IS THIS"/>		
<input type="button" value="Submit Detail"/>			

- Case Forward to the DDG on basis of city selected.
- When successfully registered, you will get the below mentioned Email.

Congratulations, You are registered successfully!

Dear M/S ABC EMPLOYER!

You are registered successfully with EOBI and your relevant information is given below:

Employer Code:	ABC12345
Employer Name:	ABC EMPLOYER

We really appreciate your taking time off and performing this task. The next activity from your side would be the **Reporting of Employees**.

Incase of any issue/ query contact the following :

Email: helpdesk@eobi.gov.pk

UAN: 08000-EOBI (3624) (during office hours 8 AM to 3 PM)

**Yours Sincerely,
The EOBI Team**

2.7 Prospective Employer Registration

- User can provide the prospective employer information via csv file or via filling the below form:

Application for Prospective Employer Registration

Instructions for Prospective Employer Registration

- Please fill the following form to request for an employer.
- It is compulsory for user to provide the mandatory information (highlight with red asterisk).
- **Your information will be remain confidential.**
- Please contact EOBI Regional Office in case you face any problem using this system.

Prospective Employer Info

Establishment Name: *	<input type="text"/>		
Business Nature :	Manufacturing <input type="button" value="v"/>	No Of Employees:	<input type="text" value="10"/>
Province :	SINDH <input type="button" value="v"/>	City :	ABBASPUR <input type="button" value="v"/>
Address : *	<input type="text"/>		
Source:	Newspaper / Magazine <input type="button" value="v"/>		
Click here <input checked="" type="checkbox"/> If you want to share your information with EOBI.			
Informer Name:	<input type="text"/>	Organization Name:	<input type="text"/>
Informer Email:	<input type="text"/>	Informer Phone No:	<input type="text"/>
Remarks:	<input type="text"/>		

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- Information has been submitted



EOBI's Facilitation System
for Employers and
Employees



Application for Prospective Employer Registration

Instructions for Prospective Employer Registration

- Please fill the following form to request for an employer.
- It is compulsory for user to provide the mandatory information (highlight with red asterisk).
- **Your information will be remain confidential.**
- Please contact EOBI Regional Office in case you face any problem using this system.

Prospective Employer Info

Establishment Name: *

Business Nature : **No. Of Employees:**

Province :

Address : *

Source:

Click here If you want to share your information with EOBI.

Informer Name: **Organization Name:**

Informer Email: **Informer Phone No:**

Remarks:



The information has been submitted successfully, Thanks for you cooperation.

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Prospective Employer via csv file

- User can register multiple prospective employer via providing csv file:



EOBI's Facilitation System for Employers and Employees



Upload Prospective Employer

STEP 1

Upload File

STEP 2

Validation

STEP 3

Submission

SKIP

Cancel Wizard

Downloads
Sample CSV
Field Description
Province List
City List

Step 1: Upload Prospective Employer File

Click "Browse" or "Choose File" to select your file (in CSV format)
The file will upload automatically.

0 %

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- Provide your CSV formatted file and verified by system :



EOBI's Facilitation System for Employers and Employees



Upload Prospective Employer

STEP 1

Upload File

STEP 2

Validation

STEP 3

Submission

SKIP

Cancel Wizard

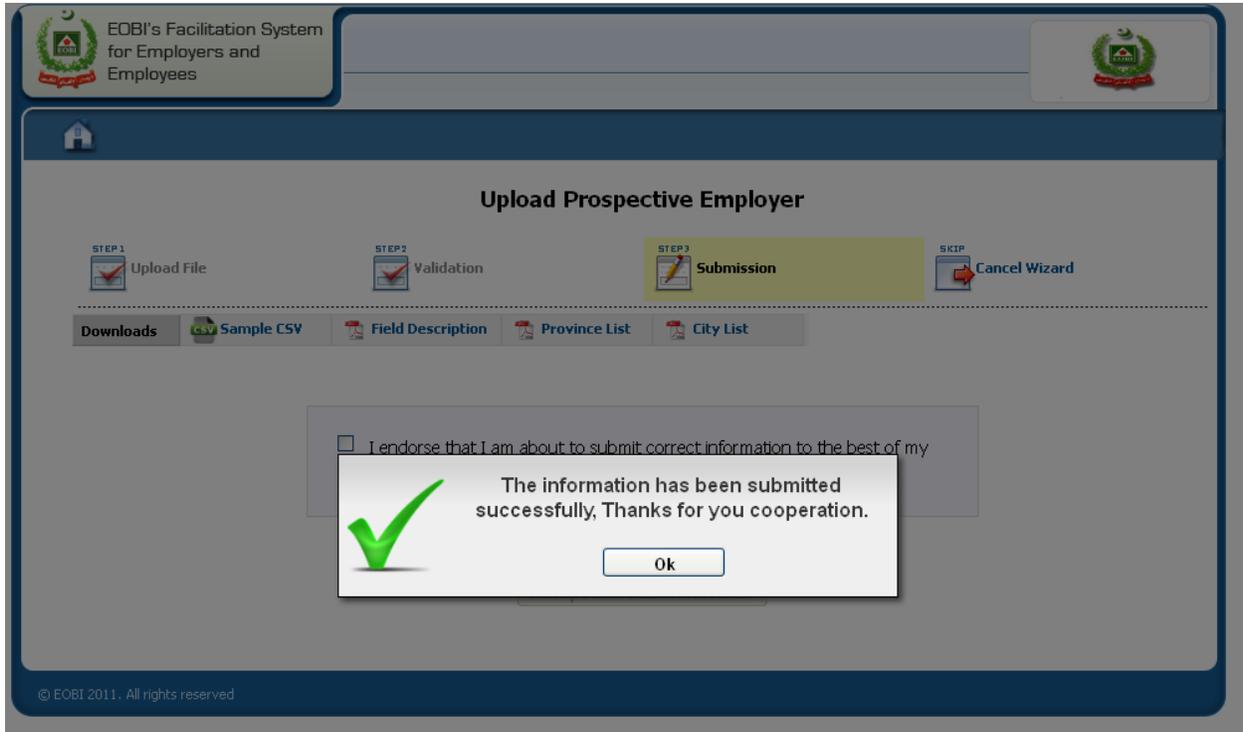
Downloads
Sample CSV
Field Description
Province List
City List

Your file has been verified successfully. You may verify your records before submitting them.

#	ESTABLISHMENT NAME	NO OF EMPLOYEES	PROVINCE	CITY
1	adsfasfd	2	SINDH	KARACHI

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- Click the submission and mark the endorse check, multiple prospective employer information submitted successfully:



The screenshot displays the 'EOBI's Facilitation System for Employers and Employees' interface. The main heading is 'Upload Prospective Employer'. A progress bar shows four steps: 'STEP 1 Upload File', 'STEP 2 Validation', 'STEP 3 Submission' (highlighted in green), and 'SKIP Cancel Wizard'. Below the progress bar, there are links for 'Downloads', 'Sample CSV', 'Field Description', 'Province List', and 'City List'. A modal dialog box is open in the center, containing a green checkmark icon and the text: 'The information has been submitted successfully, Thanks for you cooperation.' Below the text is an 'Ok' button. At the bottom left of the interface, the copyright notice reads: '© EOBI 2011. All rights reserved.'

2.8 Insured Person Reports



**EOBI's Facilitation System
for Employers and
Employees**

Please Sign in to access this site.....

User Name:

Password:

[Forgot Password](#) | [Create Profile](#)

**The System is only available in the times mentioned in the left panel.
Please try during those timings.**

This System operates between these hours:
Monday - Saturday: 9am - 7pm
(Currently it is 4:25PM PST,)

Insured Person History Reports

-  [Employment History](#)
-  [Contribution History](#)

Want to know about the System?
Download and read the following:

-  [Quick Guide](#)
-  [Operational Manual](#)

In case of any queries contact us via:
Email: WAHelp@eobi.gov.pk
Toll Free No.: 08000-EOBI (3624)



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Employment History Report

This report will show the employment history of particular IP.



EOBI's Facilitation System
for Employers and
Employees



EOBI No :
New NIC
Old NIC

For the year : 2011 - 12

Insured Person Employment History

Insured Person Name: AAMIR ALI

Employer Name	Employer Code	Joining Date	Exit Date
FEROZE TEXTILE INDUSTRIES	AAA003350AA01	May 30, 2005 12:00 AM	
HRSG OUTSOURCING PVT LTD	AAD0111100000	Jan 1, 1 12:00 AM	
HRSG OUTSOURCING PVT LTD	AAD0111100000	Dec 1, 2007 12:00 AM	Mar 11, 2009 12:00 AM
GOLDEN PLASTIC LIMITED	AAA0034800000	Aug 8, 1981 12:00 AM	Mar 1, 2008 12:00 AM
MEHRAN BOTTLERS LIMITED	AAA0086400000	Sep 1, 2004 12:00 AM	May 31, 2007 12:00 AM

Contribution History Report

This report will show the contribution history of insured person.



EOBI's Facilitation System
for Employers and
Employees



EOBI No : New NIC Old NIC 

For the year : 2011 - 12

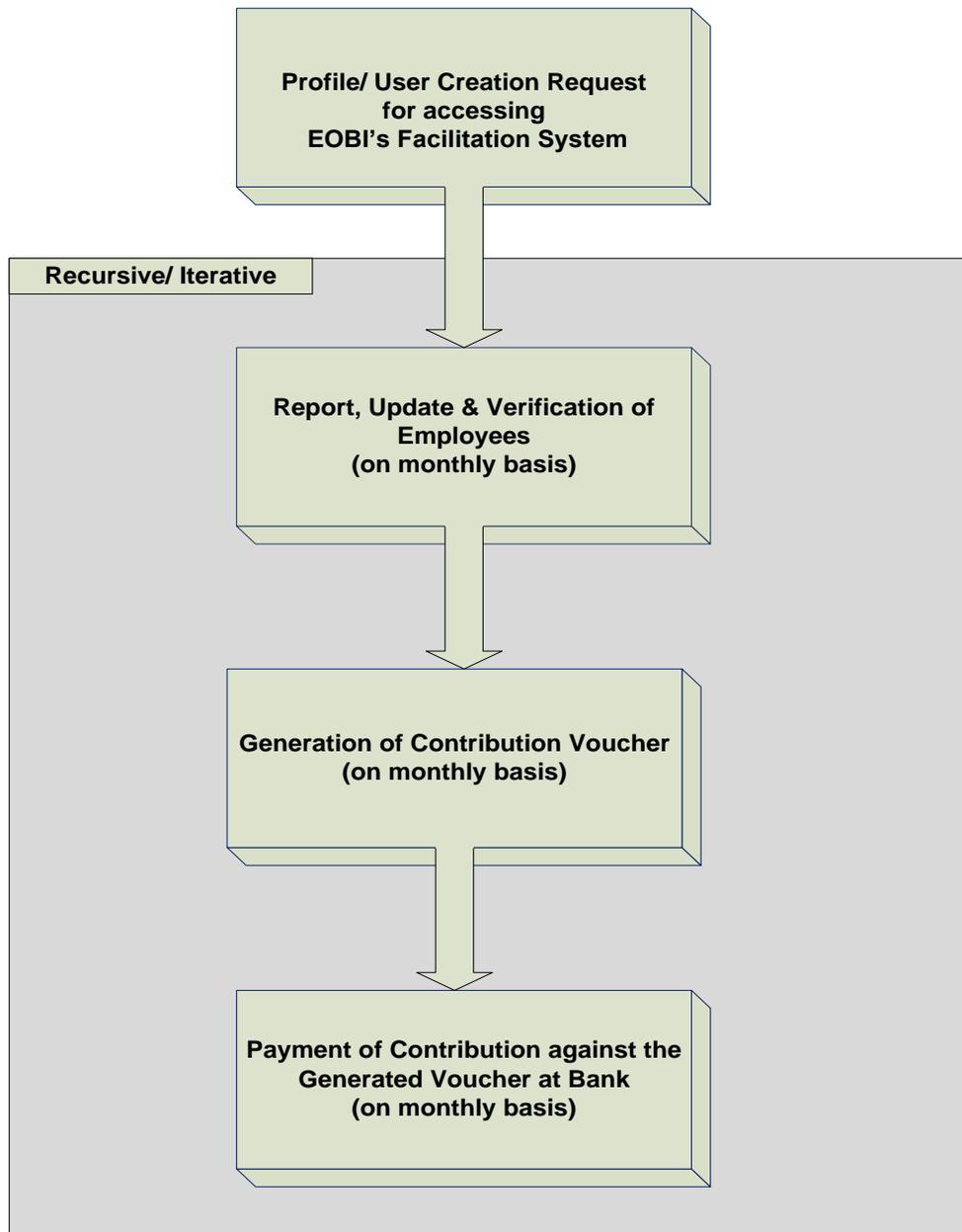
Insured Person Contribution Report

Insured Person Name : MUHAMMAD KASHIF	Total Employment Period : 0.17yrs	Total Contribution Paid : Rs.720
Employer Name : GHANI GLASS LTD - CAB00236 Year :5300		
Month :	JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC	TOTAL
Days Worked :		0
Employers Contribution :	300	300
IP Contribution :	60	60
Employer Name : GHANI GLASS LTD - CAB00236 Year :2010		
Month :	JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC	TOTAL
Days Worked :		0
Employers Contribution :	300	300
IP Contribution :	60	60

3. EMPLOYER WORKFLOW DIAGRAM

EObI's Information System for Employers' & Employees' Facilitation

Employer Workflow



4. APPENDIX A: REPORT, UPDATE AND VERIFY:

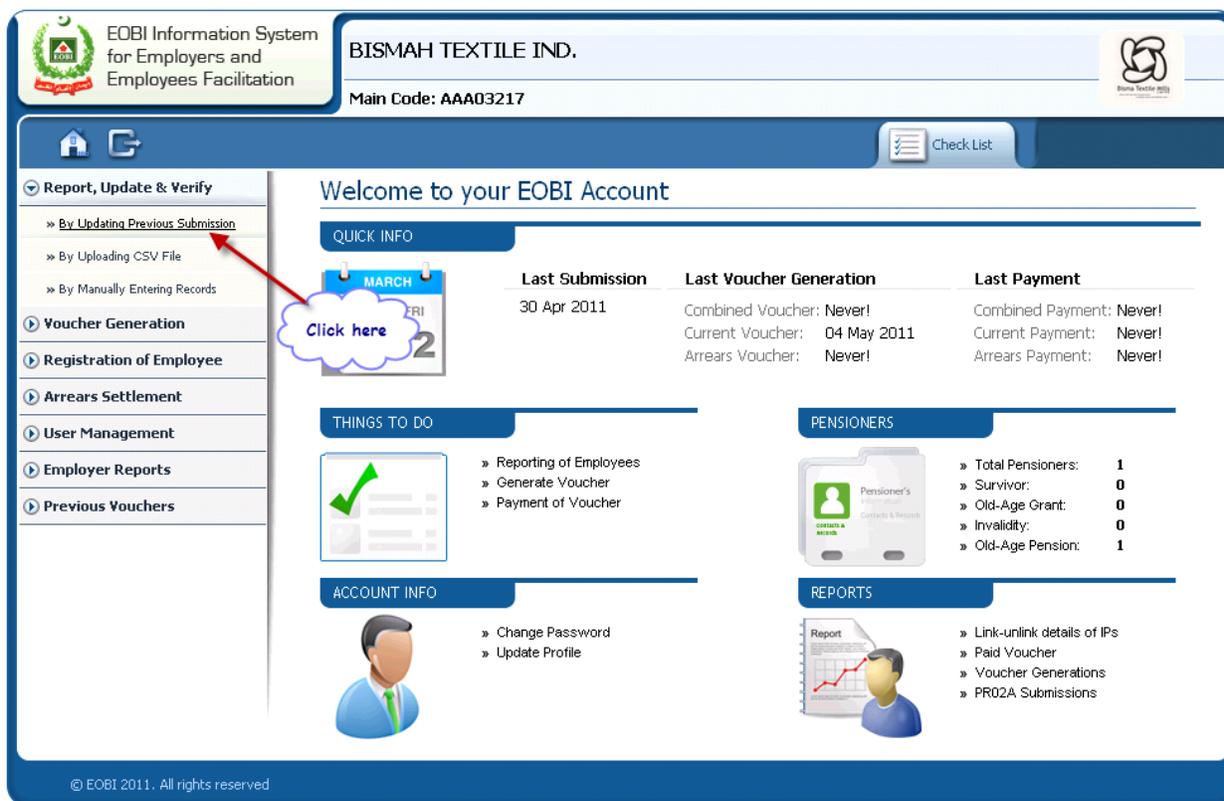
An Employer can also submit the PRO2A by the following ways:

By Uploading PRO2A File: This method is recommended if you feel comfortable submitting your PRO2A contributions via csv file in excel format.

Or for those Employers having a strong It department, you can generate the csv file from your payroll through a custom application at your end.

By Manually Entering PRO2A: This method is recommended when you a very few IPs to register or you are a newly registered Employer with a few IPs(say around 5-10) and are reporting for the first time.

❖ By Uploading CSV File



EOBI Information System for Employers and Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Check List

Report, Update & Verify

- » By Updating Previous Submission
- » By Uploading CSV File
- » By Manually Entering Records

Voucher Generation

Registration of Employee

Arrears Settlement

User Management

Employer Reports

Previous Vouchers

Welcome to your EOB Account

QUICK INFO

Last Submission	Last Voucher Generation	Last Payment
30 Apr 2011	Combined Voucher: Never! Current Voucher: 04 May 2011 Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

THINGS TO DO

- » Reporting of Employees
- » Generate Voucher
- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

PENSIONERS

- » Total Pensioners: 1
- » Survivor: 0
- » Old-Age Grant: 0
- » Invalidity: 0
- » Old-Age Pension: 1

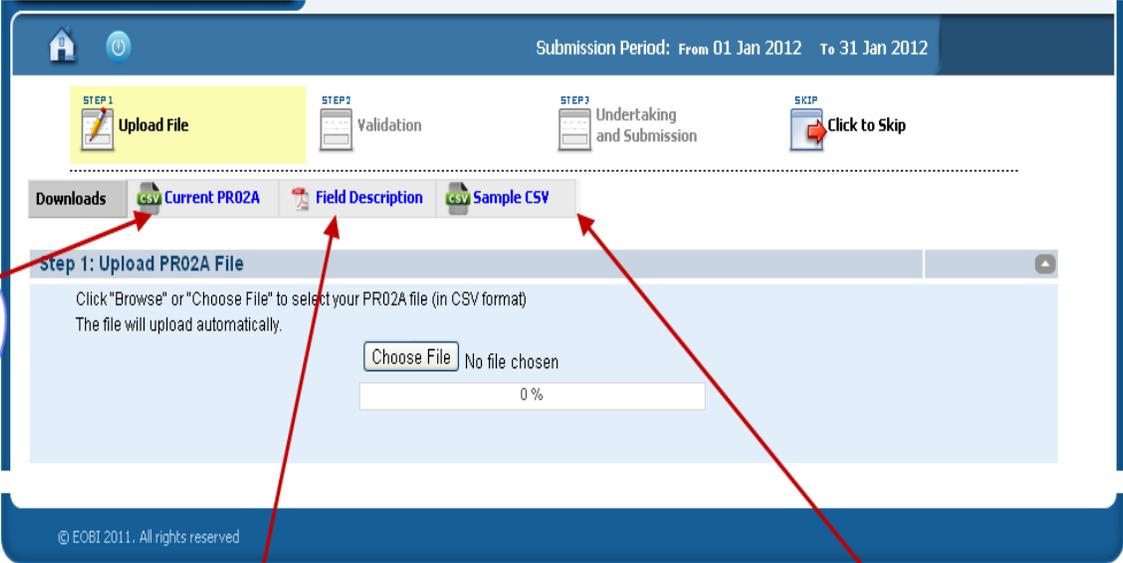
REPORTS

- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PRO2A Submissions

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Step 1: Upload File:

You can download the CSV file from the Current PR02A Link, this will give you the current records in an excel file. You can view the field description from the Field Description link and can view a sample csv file as well.

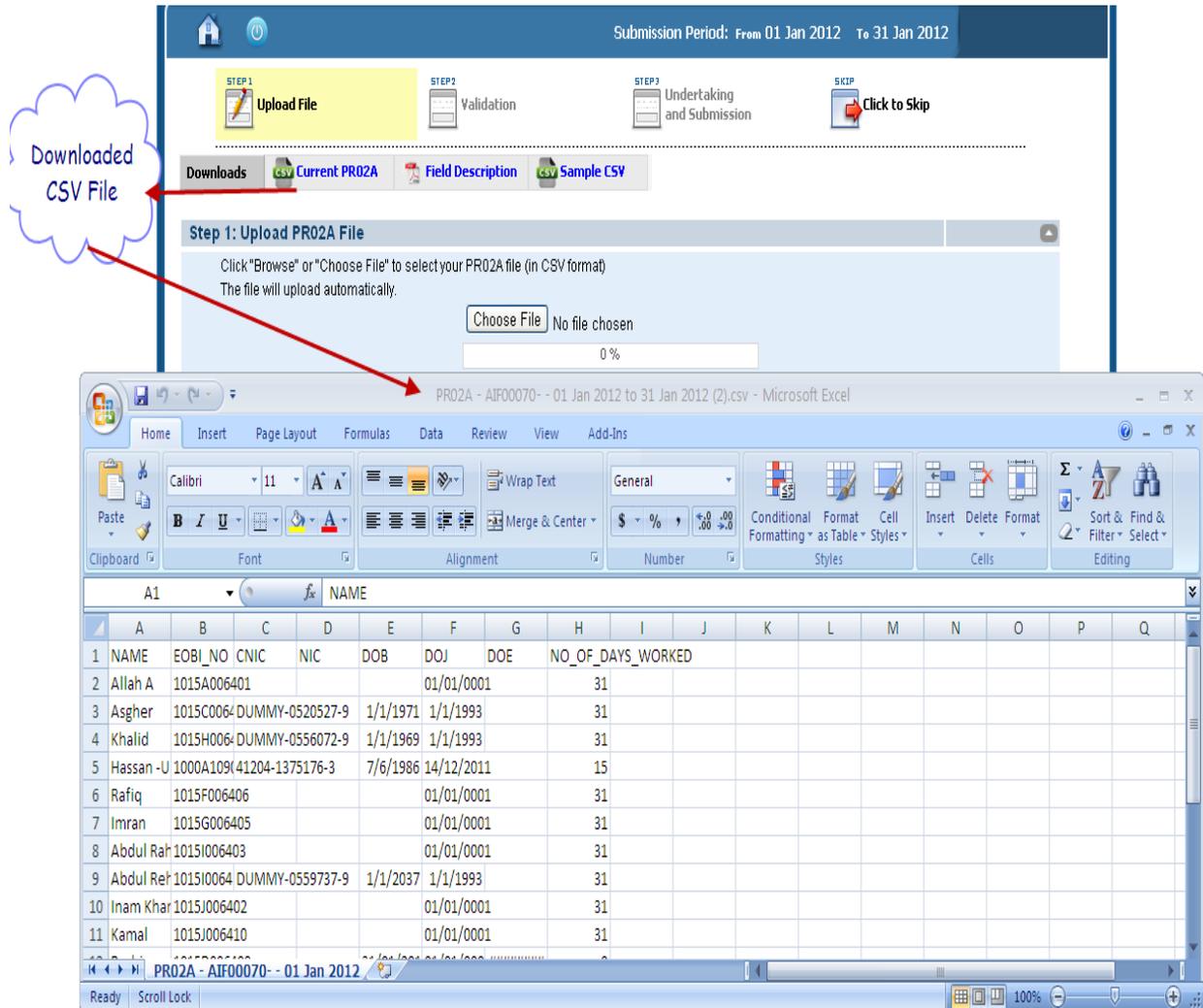


Download CSV file from here

For Field Description click here

For Sample CSV click

To submit manually download the CSV file, this will give you the data from your previous PR02A submission. Make your changes, edit your IPs provide their days worked and date of exit or enter new records for new IPs.



Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Upload File STEP 2 Validation STEP 3 Undertaking and Submission SKIP Click to Skip

Downloads **Current PR02A** Field Description Sample CSV

Step 1: Upload PR02A File

Click "Browse" or "Choose File" to select your PR02A file (in CSV format)
The file will upload automatically.

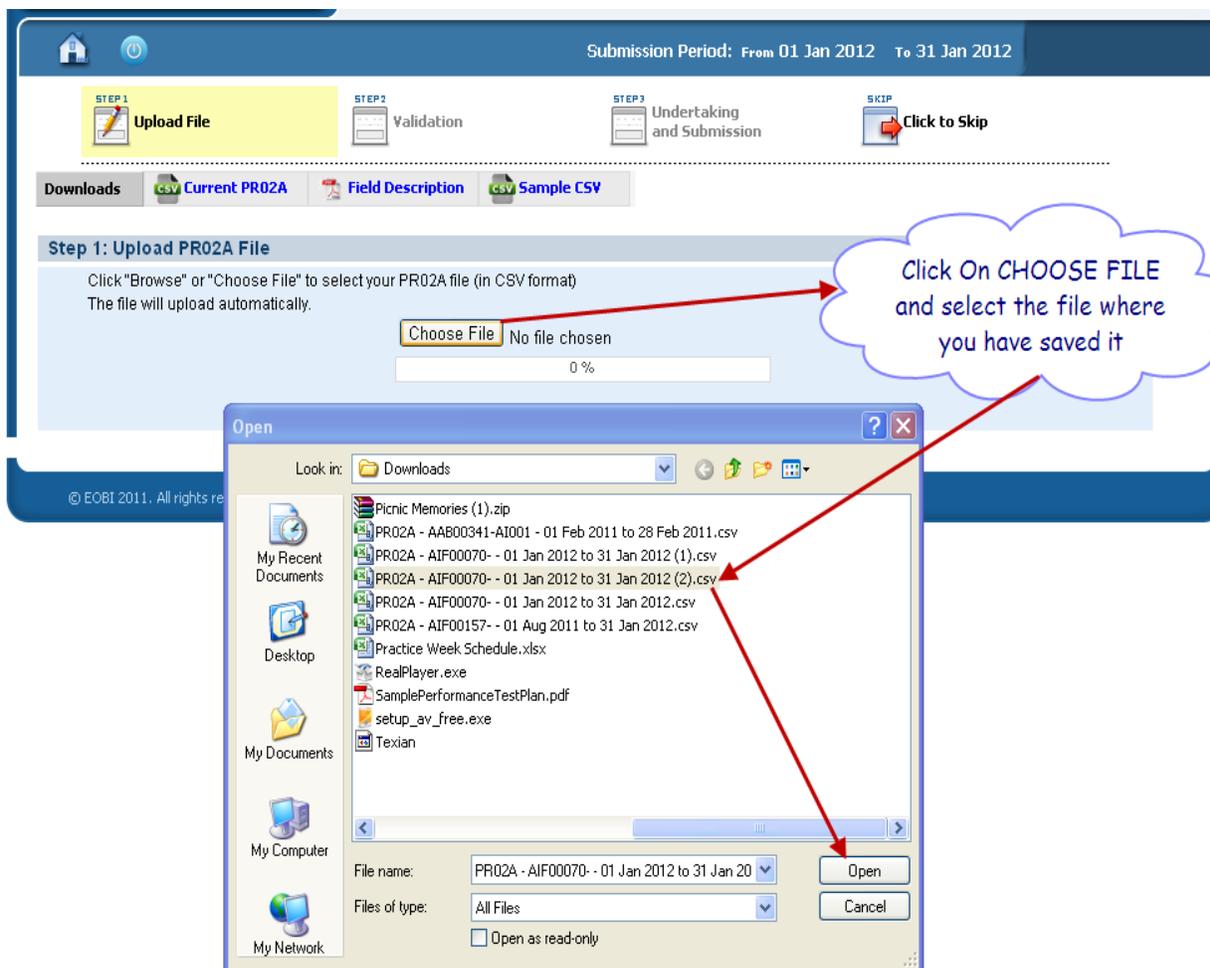
Choose File No file chosen

0 %

PR02A - AIF00070 - - 01 Jan 2012 to 31 Jan 2012 (2).csv - Microsoft Excel

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
	NAME	EOBI_NO	CNIC	NIC	DOB	DOJ	DOE	NO_OF_DAYS_WORKED									
1	Allah A	1015A006401				01/01/0001		31									
2	Asgher	1015C0064	DUMMY-0520527-9		1/1/1971	1/1/1993		31									
3	Khalid	1015H0064	DUMMY-0556072-9		1/1/1969	1/1/1993		31									
4	Hassan-U	1000A109(41204-1375176-3			7/6/1986	14/12/2011		15									
5	Rafiq	1015F006406				01/01/0001		31									
6	Imran	1015G006405				01/01/0001		31									
7	Abdul Rah	1015I006403				01/01/0001		31									
8	Abdul Reh	1015I0064	DUMMY-0559737-9		1/1/2037	1/1/1993		31									
9	Inam Khar	1015J006402				01/01/0001		31									
10	Kamal	1015J006410				01/01/0001		31									
11																	

To upload the csv file click on choose file, browse to your file and select Open to upload.



Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Upload File STEP 2 Validation STEP 3 Undertaking and Submission SKIP Click to Skip

Downloads Current PR02A Field Description Sample CSV

Step 1: Upload PR02A File

Click "Browse" or "Choose File" to select your PR02A file (in CSV format)
The file will upload automatically.

No file chosen

0 %

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Open

Look in: Downloads

- Picnic Memories (1).zip
- PR02A - AAB00341-AI001 - 01 Feb 2011 to 28 Feb 2011.csv
- PR02A - AIF00070 - - 01 Jan 2012 to 31 Jan 2012 (1).csv
- PR02A - AIF00070 - - 01 Jan 2012 to 31 Jan 2012 (2).csv
- PR02A - AIF00070 - - 01 Jan 2012 to 31 Jan 2012.csv
- PR02A - AIF00157 - - 01 Aug 2011 to 31 Jan 2012.csv
- Practice Week Schedule.xlsx
- RealPlayer.exe
- SamplePerformanceTestPlan.pdf
- setup_av_free.exe
- Texian

File name: PR02A - AIF00070 - - 01 Jan 2012 to 31 Jan 2012

Files of type: All Files

Open as read-only

Open Cancel

Click On CHOOSE FILE and select the file where you have saved it

You will receive a successful upload message if the file uploads successfully.
Click on the Proceed to Step 2 button.

Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Upload File STEP 2 Validation STEP 3 Undertaking and Submission SKIP Click to Skip

Downloads Current PR02A Field Description Sample CSV

EXISTING IPS UNLINKED IPS NEWLY LINKED IPS

Step 2a: Verify Existing Insured Persons

- The following insured persons are being carried over, i.e., they are being carried over.

 **File Uploaded**

You can proceed to step 2 to verify the uploaded file.

[Proceed to Step 2](#)

Name	EOBI					5	Error
ALLAH A	1015A00						
ASGHAR	1015C00						
BASHIR	1015D006408	13252-0534527-9	01 Jan 0001		31		
RAFIQ	1015F006406	13252-0543456-9	01 Jan 0001		31		
IMRAN	1015G006405	12222-0520527-9	01 Jan 0001		31		
KHALID	1015H006404	11222-0556072-9	01 Jan 1993		31		
ABDUL RAHMAN	1015I006403	13252-0544059-4	01 Jan 0001		31		
INAM KHAN	1015J006402	13333-0450527-9	01 Jan 0001		31		
KAMAL	1015K006410	13252-0523427-9	01 Jan 0001		31		
ABDUL REHMAN	1015L006411	88888-0559737-9	01 Jan 1993		31		
Hassan-Ul-Allah	1000A109024	41204-1375176-3	14 Dec 2011		15		
Aslam	1000H113238	14656-2929390-7	03 Jan 2012		29		



In step 1, we Unlinked an IP(2) by giving its date of exit and Linked a new IP(14) by adding a new record in the csv file.

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1	NAME	EOBI_NO	CNIC	NIC	DOB	DOJ	DOE	NO_OF_DAYS_WORKED								
2	ALLAH A	1015A006	13342-052	333-22-999944		01/01/000	19-1-2012	31								
3	ASGHER	1015C006	13252-0520527-9		1/1/1971	1/1/1993		31								
4	BASHIR	1015D006	13252-0534527-9			01/01/0001		31								
5	RAFIQ	1015F006	13252-0543456-9			01/01/0001		31								
6	IMRAN	1015G006	12222-0520527-9			01/01/0001		31								
7	KHALID	1015H006	11222-0556072-9		1/1/1969	1/1/1993		31								
8	ABDUL RA	1015I006	13252-0544059-4			01/01/0001		31								
9	INAM KHA	1015J006	13333-0450527-9			01/01/0001		31								
10	KAMAL	1015J006	13252-0523427-9			01/01/0001		31								
11	ABDUL RE	1015I006	88888-0559737-9		1/1/2037	1/1/1993		31								
12	Hassan-Ul	1000A109	41204-1375176-3			14/12/2011		15								
13	Aslam	1000H113	14656-2929390-7			3/1/2012		29								
14	aisha	1000B113	99999-5345439-6		4/2/1987	1/1/2012		12								
15																
16																
17																
18																
19																
20																
21																
22																
23																
24																

Unlinked IP

New Linked IP

Step 2: validation:

Step 2 lets you verify and validate the csv file you submitted.

The **Existing IP** tab shows the unchnaged IPs that were provided when you downloaded the csv file.

Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1
Upload File

STEP 2
Validation

STEP 3
Undertaking
and Submission

SKIP
Click to Skip

Downloads
Current PR02A
Field Description
Sample CSV

EXISTING IPS

UNLINKED IPS

NEWLY LINKED IPS

Step 2a: verify Existing Insured Persons

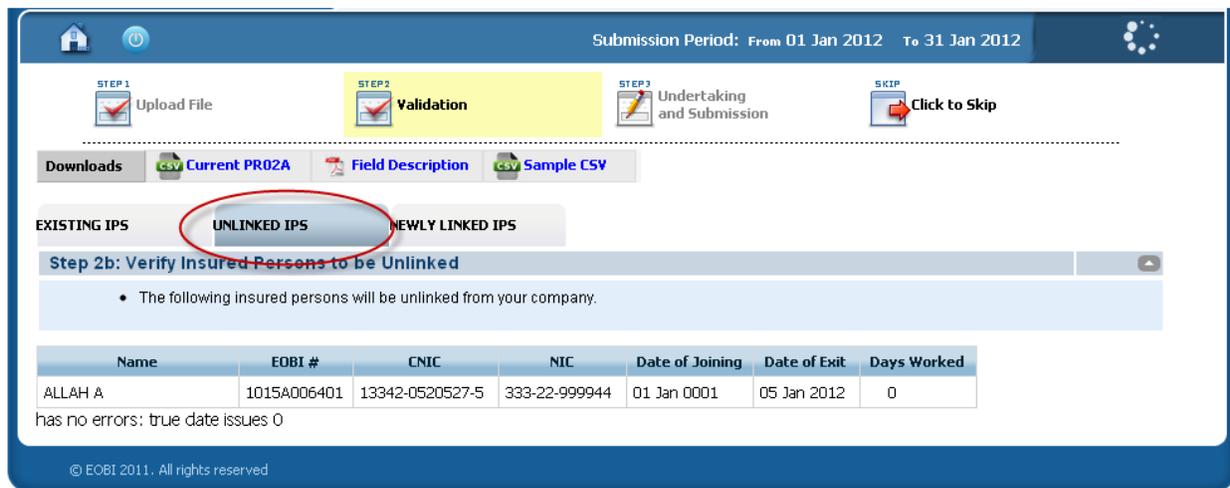
- The following insured persons are your existing employees, i.e., they are being carried forward from last month.

Name	EOBI #	CNIC	NIC	Date of Joining	Date of Exit	Days Worked	Error
ALLAH A	1015A006401	13342-0520527-5	333-22-999944	01 Jan 0001	05 Jan 2012	0	
ASGHER	1015C006409	13252-0520527-9		01 Jan 1993		31	
BASHIR	1015D006408	13252-0534527-9		01 Jan 0001		31	
RAFIQ	1015F006406	13252-0543456-9		01 Jan 0001		31	
IMRAN	1015G006405	12222-0520527-9		01 Jan 0001		31	
KHALID	1015H006404	11222-0556072-9		01 Jan 1993		31	
ABDUL RAHMAN	1015I006403	13252-0544059-4		01 Jan 0001		31	
INAM KHAN	1015J006402	13333-0450527-9		01 Jan 0001		31	
KAMAL	1015J006410	13252-0523427-9		01 Jan 0001		31	
ABDUL REHMAN	1015I006411	88888-0559737-9		01 Jan 1993		31	
Hassan-Ul-Allah	1000A109024	41204-1375176-3		14 Dec 2011		15	
Aslam	1000H113238	14656-2929390-7		03 Jan 2012		29	

has no errors: true date issues 0

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The **Unlinked IPs** tab shows the IP you exited from your organization by providing their Date of Exit.



Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Upload File STEP 2 **Validation** STEP 3 Undertaking and Submission SKIP Click to Skip

Downloads: Current PR02A Field Description Sample CSV

EXISTING IPS **UNLINKED IPs** NEWLY LINKED IPS

Step 2b: Verify Insured Persons to be Unlinked

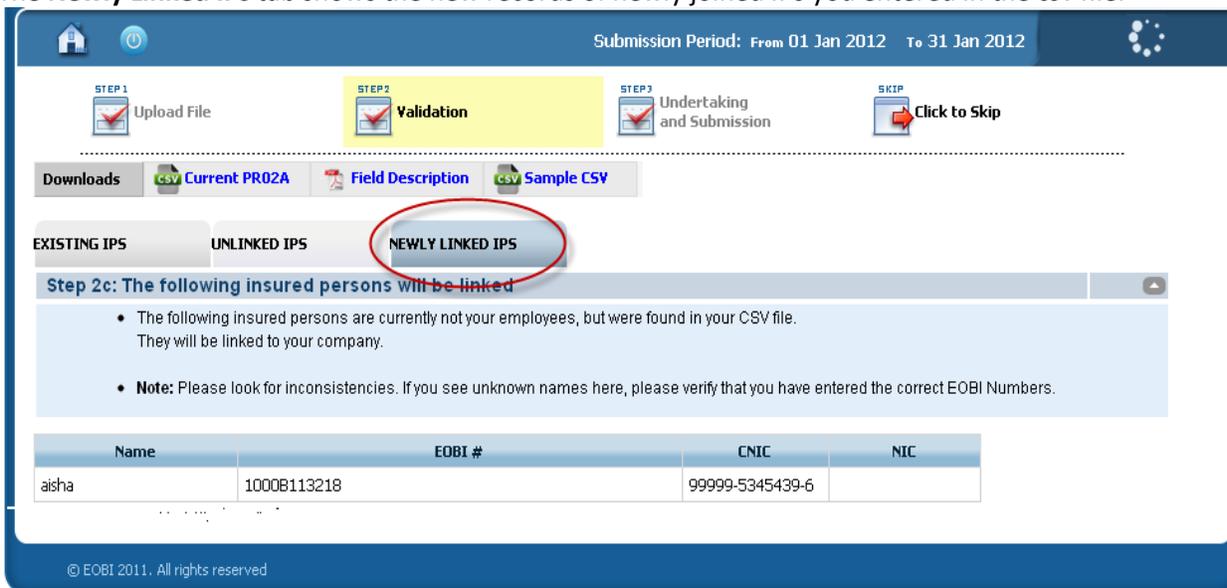
- The following insured persons will be unlinked from your company.

Name	EOBI #	CNIC	NIC	Date of Joining	Date of Exit	Days Worked
ALLAH A	1015A006401	13342-0520527-5	333-22-999944	01 Jan 0001	05 Jan 2012	0

has no errors: true date issues 0

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The **Newly Linked IPs** tab shows the new records of newly joined IPs you entered in the csv file.



Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Upload File STEP 2 **Validation** STEP 3 Undertaking and Submission SKIP Click to Skip

Downloads: [Current PR02A](#) [Field Description](#) [Sample CSV](#)

EXISTING IPs UNLINKED IPs **NEWLY LINKED IPs**

Step 2c: The following insured persons will be linked

- The following insured persons are currently not your employees, but were found in your CSV file. They will be linked to your company.
- Note:** Please look for inconsistencies. If you see unknown names here, please verify that you have entered the correct EOBI Numbers.

Name	EOBI #	CNIC	NIC
aisha	10008113218	99999-5345439-6	

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Step 3: Undertaking and Submission:



Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Upload File STEP 2 Validation **STEP 3 Undertaking and Submission** SKIP Click to Skip

Downloads: Current PR02A Field Description Sample CSV

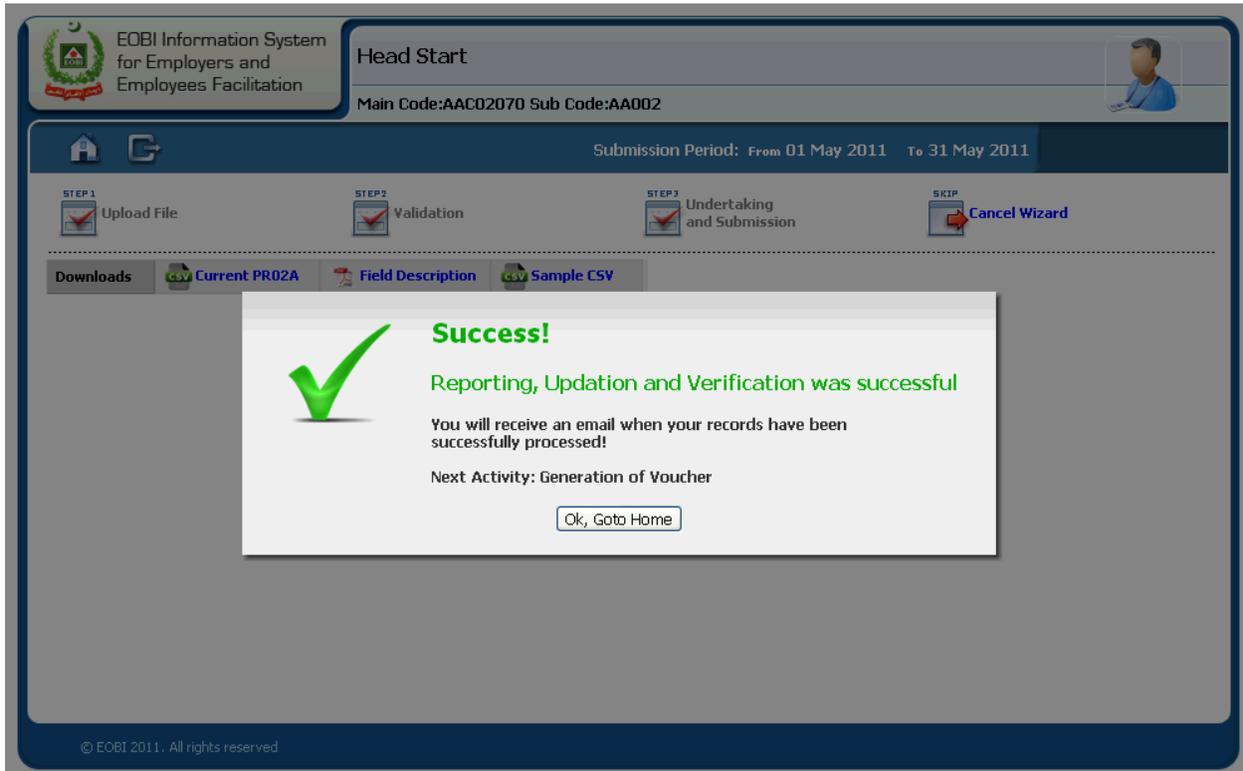
EXISTING IPS UNLINKED IPS NEWLY LINKED IPS

Step 3: Undertaking

I endorse that the Reporting, Update & Verification of Insured Person(s) by me, on behalf of my Employer, is to the best of my knowledge correct!

Accept and Submit

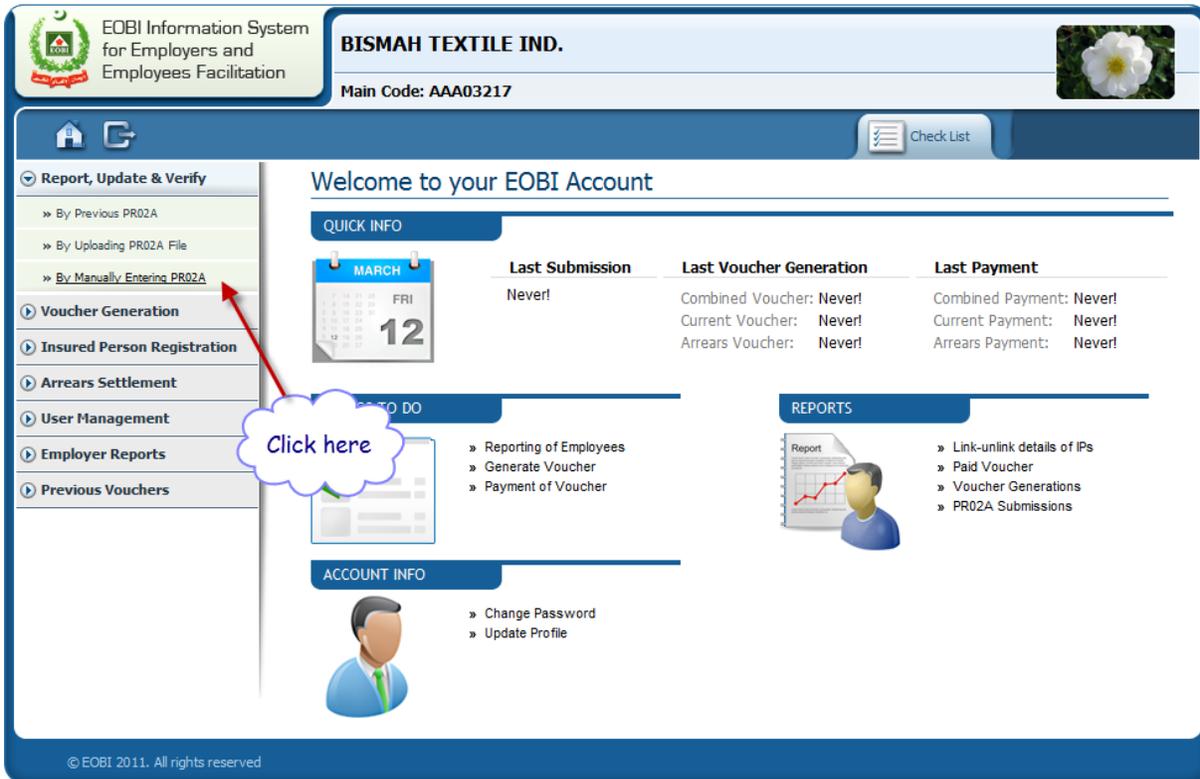
After accepting the undertaking
Click on Accept and Submit



The screenshot displays the EOBI Information System interface. At the top left is the logo and name of the Employees' Old-Age Benefits Institution. The main header area includes the text "EOBI Information System for Employers and Employees Facilitation" and "Head Start". Below this, the submission period is indicated as "From 01 May 2011 To 31 May 2011". A progress bar shows four steps: "STEP 1 Upload File", "STEP 2 Validation", "STEP 3 Undertaking and Submission", and "SKIP Cancel Wizard". A "Downloads" section contains links for "Current PR02A", "Field Description", and "Sample CSV". A central white box with a green checkmark displays the following text: "Success! Reporting, Updation and Verification was successful. You will receive an email when your records have been successfully processed! Next Activity: Generation of Voucher. Ok, Goto Home". The footer of the interface reads "© EOBI 2011. All rights reserved".

This step completes your PR02A Submission through csv file.

By Manually Entering PR02A



EOBI Information System
for Employers and
Employees Facilitation

BISMAH TEXTILE IND.
Main Code: AAA03217

Check List

Report, Update & Verify

- » By Previous PR02A
- » By Uploading PR02A File
- » **By Manually Entering PR02A**

Voucher Generation

Insured Person Registration

Arrears Settlement

User Management

Employer Reports

Previous Vouchers

Click here

Welcome to your EOB Account

QUICK INFO

QUICK INFO	Last Submission	Last Voucher Generation	Last Payment
	Never!	Combined Voucher: Never! Current Voucher: Never! Arrears Voucher: Never!	Combined Payment: Never! Current Payment: Never! Arrears Payment: Never!

TO DO

- » Reporting of Employees
- » Generate Voucher
- » Payment of Voucher

ACCOUNT INFO

- » Change Password
- » Update Profile

REPORTS

- » Report
- » Link-unlink details of IPs
- » Paid Voucher
- » Voucher Generations
- » PR02A Submissions

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Step 1: Enter Records

You can either link or add an IP on this screen.

After linking or registering new IPs please click the Done, Let me review button to view the records for submission.



Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Enter Records STEP 2 Validation STEP 3 Undertaking and Submission SKIP Click to Skip

Downloads: [Current PR02A](#) [Field Description](#) [Sample CSV](#)

Step 1: Enter Records

Click "Browse" or "Choose File" to select your PR02A file (in CSV format)
The file will upload automatically.

Available Actions

- Link Insured Person
- Register New Insured Person (PE01)

Finish Entry

- Done, let me review

Records entered in this session:

Name	EOBI #	CNIC	Date of Joining	Date of Exit	Edit	Remove
1 FR Prev Next FF N						
0 Insured Person(s) found, displaying 0 Insured Person(s), from 0 to 0. Page 0 / 0.						

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Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Enter Records
STEP 2 Validation
STEP 3 Undertaking and Submission
SKIP Click to Skip

[Downloads](#)
[Current PR02A](#)
[Field Description](#)
[Sample CSV](#)

Step 1: Enter Records

Click "Browse" or "Choose File" to select your PR02A file (in CSV format)
The file will upload automatically.

Available Actions

Link an Insured Person

Search by:

EOBI # CNIC NIC

OR

OR

Records entered in this session:

Name	EOBI #	CNIC	Date of Joining	Date of Exit	Edit	Remove
1 FR Prev Next FF N						
0 Insured Person(s) found, displaying 0 Insured Person(s), from 0 to 0. Page 0 / 0.						

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Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1 Enter Records
STEP 2 Validation
STEP 3 Undertaking and Submission
SKIP Click to Skip

[Downloads](#)
[Current PR02A](#)
[Field Description](#)
[Sample CSV](#)

Step 1: Enter Records

Click "Browse" or "Choose File" to select your PR02A file (in CSV format)
The file will upload automatically.

Available Actions

Link an Insured Person

Search by:

EOBI # CNIC NIC

OR OR

EOBI #	1000E111603
CNIC	41204-8712144-7
NIC	
Title	Mr.
Name	RANA KASHIF ZAFAR
Date of Birth	16 Mar 1980
Date of Joining	<input type="text" value="Jan 8, 2012"/>
Date of Exit	<input type="text"/>

Records entered in th

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Main Code: AIF00095 Sub Code:

Register a new Insured Person

PE01 Registration form details

- Please fill the following form to register insured person.
- Person to be registered should be over 18 years of age.
- Leave permanent address unfilled if it is same as current address.

Personal Info

Name : CNIC :

Father's Name : Religion :

Date of Birth : Marital Status :

Gender :

Contact Info

Telephone : Mobile Phone :

Email :

Current Address

Address :

Post Code : City :

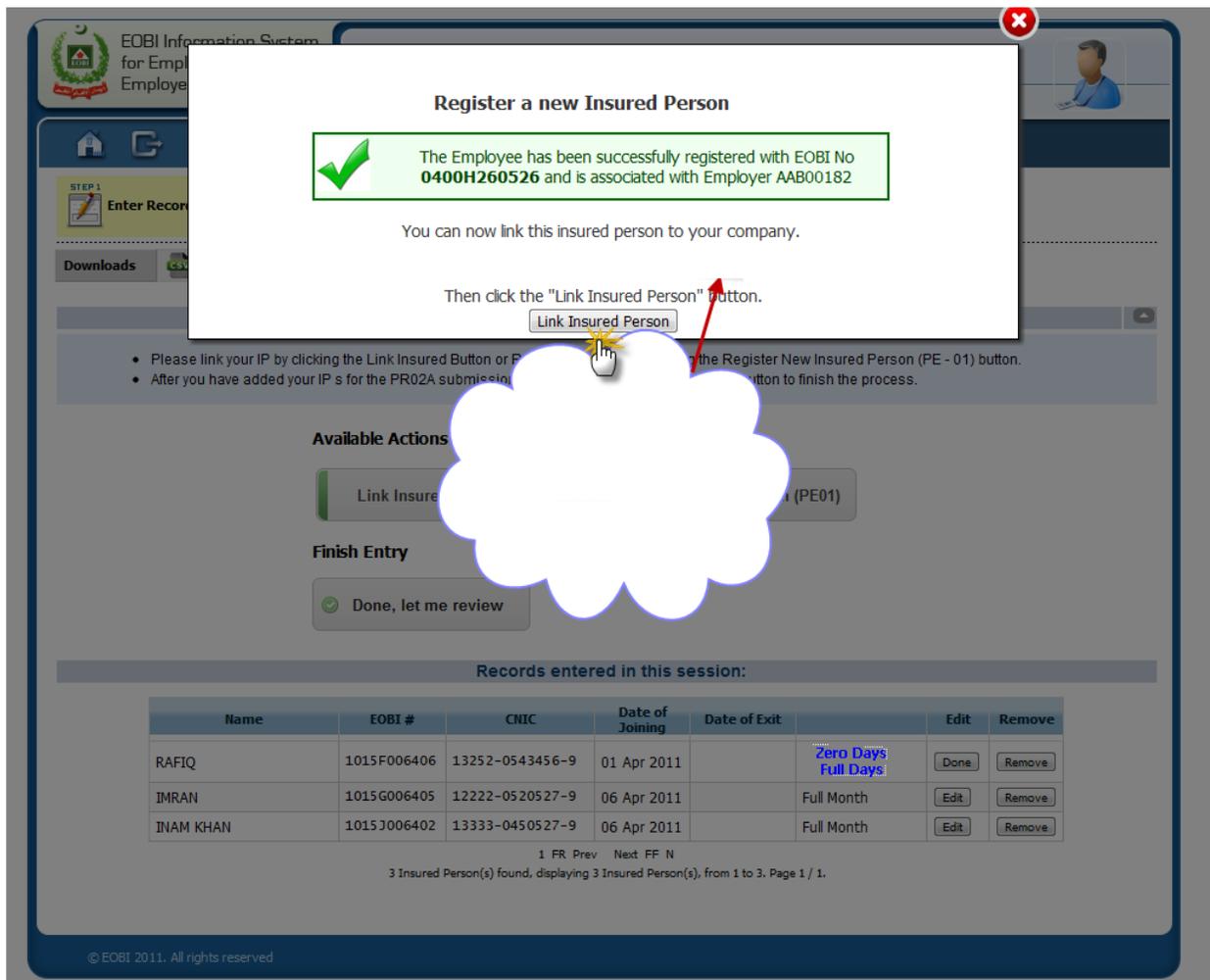
Permanent Address Same as Current

Address :

Post Code : City :

Employment Info

Date Of Joining :



Register a new Insured Person

The Employee has been successfully registered with EOBI No **0400H260526** and is associated with Employer AAB00182

You can now link this insured person to your company.

Then click the "Link Insured Person" button.

Link Insured Person

Available Actions

Link Insured Person (PE01)

Finish Entry

Done, let me review

Records entered in this session:

Name	EOBI #	CNIC	Date of Joining	Date of Exit		Edit	Remove
RAFIQ	1015F006406	13252-0543456-9	01 Apr 2011		Zero Days Full Days	Done	Remove
IMRAN	1015G006405	12222-0520527-9	06 Apr 2011		Full Month	Edit	Remove
INAM KHAN	1015J006402	13333-0450527-9	06 Apr 2011		Full Month	Edit	Remove

1 PR Prev Next FF N
3 Insured Person(s) found, displaying 3 Insured Person(s), from 1 to 3. Page 1 / 1.

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Step 2: Validation

You can validate the information that you have provided in the previous setp here.

Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1
Enter Records

STEP 2
Validation

STEP 3
Undertaking
and Submission

SKIP
Click to Skip

Downloads [Current PR02A](#) [Field Description](#) [Sample CSV](#)

EXISTING IPS
UNLINKED IPS
NEWLY LINKED IPS
NEWLY REGISTERED IPS

Step 2a: Verify Existing Insured Persons

- The following insured persons are your existing employees, i.e., they are being carried forward from last month.

⏪
⏩

Back Next

Name	EOBI #	CNIC	NIC	Date of Joining	Date of Exit	Days Worked
RANA KASHIF ZAFAR	1000E111603	41204-8712144-7		10 Jan 2012		31

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Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1



Enter Records

STEP 2



Validation

STEP 3



Undertaking and Submission

SKIP



Click to Skip

Downloads

 Current PR02A
 Field Description
 Sample CSV

EXISTING IPS UNLINKED IPS **NEWLY LINKED IPS** NEWLY REGISTERED IPS

Step 2c: The following insured persons will be linked

- The following insured persons are currently not your employees, but were found in your CSV file. They will be linked to your company.
- Note:** Please look for inconsistencies. If you see unknown names here, please verify that you have entered the correct EOBI Numbers.

 Back
 Next

To avoid linking of the wrong person

Name	EOBI #	CNIC	NIC
Tayyaba	1000J113244	12345-2737833-3	

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EOBI Information System for Employer and Employee Facilitation – Operational Manual

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 Submission Period: From 01 Jan 2012 To 31 Jan 2012

STEP 1
 Enter Records

STEP 2
 Validation

STEP 3
 **Undertaking
and Submission**

SKIP
 Click to Skip

Downloads  [Current PR02A](#)  [Field Description](#)  [Sample CSV](#)

EXISTING IPSUNLINKED IPSNEWLY LINKED IPSNEWLY REGISTERED IPS

Step 3: Undertaking ▶

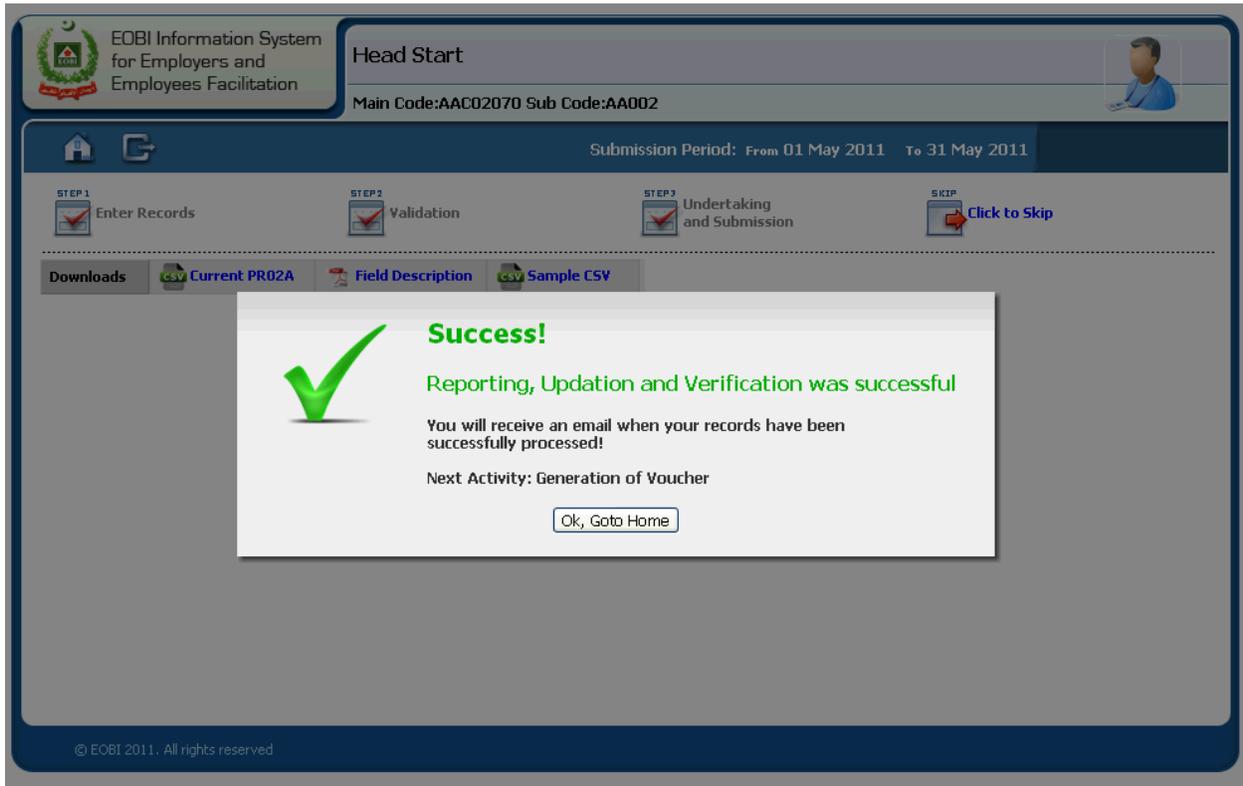
◀▶

Back Next

I endorse that the Reporting, Update & Verification of Insured Person(s) by me, on behalf of my Employer, is to the best of my knowledge correct!

Accept and Submit

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The screenshot displays the EOBI Information System for Employers and Employees Facilitation. The interface includes a header with the system name and logo, a user profile icon, and a submission period of May 2011. A progress bar shows four steps: Enter Records, Validation, Undertaking and Submission, and Skip. A 'Downloads' section contains links for Current PR02A, Field Description, and Sample CSV. A central success message reads: 'Success! Reporting, Updation and Verification was successful. You will receive an email when your records have been successfully processed! Next Activity: Generation of Voucher. Ok, Goto Home'.

This step completes your reporting,update & verification of employees (PR02A) manually.