

Employer Registration Help File



ONLINE REGISTRATION OF THE EMPLOYERSOVERVIEW:

- Registration of employers under ESI Act is fully online, without requirement of submission of any physical application documents either before the registration or after it.
- ❖The employer registration is totally online and on real time basis. No manual intervention / approval is required for registration.
- ❖The employer is required to submit the information in the online screens (SCREEN SHOTS ENCLOSED) and on successful submission of the information; the code number is generated automatically and displayed to the employer. A copy of the Registration letter(C-11) can be printed from the link provided. A copy of registration letter (C-11) along with the user credentials (user ID and password) are also sent automatically to the email of the employer.
- ❖The Registration (C-11) is a computer generated letter and is not required to be physically signed by issuing authority and can be used by the employer as a valid proof of registration.
- ❖Once the code number is generated and C-11 is sent to the email address of the employer, the employer can log on to the website of the ESIC (www.esic.in) and can perform all the online activities.
- ❖The mandatory fields in the online registration form are marked with Asterisk (*).
- ❖The mandatory / non mandatory information required to be filled in the screens can be seen from the snapshot of the screens given in the help file which should be kept ready for avoiding the delay in filling up of the information.

- The total number of employees required for registration under ESI Act for factories is 10 for Pan India. For Establishment, the number of employees required for each station under ESI Act is 10/20. Please check the applicability of the establishment depending upon the number of employees from the table (enclosed).
- ❖In the Drop Box for selection of the Branch Office, the employers are free to chose any Branch Offices nearest to their unit. In the Drop Box for selection of Inspection Division employers can choose any Inspection Division.
- In case of manpower suppliers, security agencies / contractors and Govt. contractors, after the generation of Code Number the registering employers are required to pay the advance contribution for six months, which is worked out as follows:

The number of employees (gettingupto Rs.21000 per month)x minimum wagesx6x6.5%

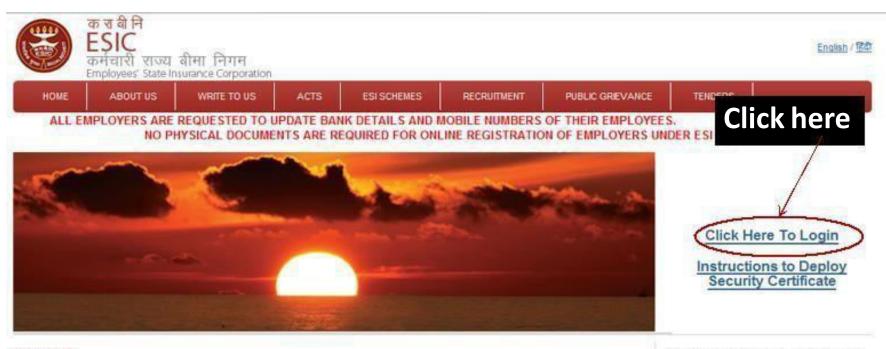
- ❖The advance contribution is to be paid online and the registration letter along with user ID and password is sent to their email on receiving confirmation from State Bank which may take one day in case of account with SBI and 2 days in case of account with other banks.
- ❖In case, employer face any problem, in registering their units online, they can send an email giving the details of the problem encountered to the it help desk of ESIC and at the email address itcare@esic.in.
- ❖In case any official of the ESIC requires any physical documentation after registration, please write to the following mail id:ac-revenue.hq@esic.in/websupport.mol@nic.in
- ❖ Minimum Number of Employee required for registration of Establishment.

	Minimum Number of Employees required for registration of Establishment					
		Minimum Employees to			Minimum Employees to be	
S.N	State_Name	be registered	S.N	State_Name	registered	
0			0			
1	Himachal Pradesh	20	19	Delhi	10	
2	Jammu & Kashmir	20	20	Karnataka	10	
3	Jharkhand	10	21	West Bengal	10	
4	Kerala	10	22	Andhra Pradesh	10	
5	Madhya Pradesh	10	23	Arunachal Pradesh	20	
6	Maharashtra	20	24	Assam	20	
7	Manipur	20	25	Bihar	10	
8	Meghalaya	20	26	Chattishgarh	10	
9	Mizoram	20	27	Goa	20	
10	Nagaland	20	28	Gujrat	10	
11	Orissa	10	29	Haryana	10	
12	Pondicherry	10	30	Uttarakhand	10	
13	Punjab	10	31	Chandigarh	20	
14	Rajasthan	10	32	Daman and Diu	20	
15	Sikkim	20	33	Dadra and Nagar Haveli	20	
16	Tamilnadu	20	34	Andaman and Nicobar	20	
17	Tripura	10	35	Lakshadweep	20	
18	Uttar Pradesh	20	36	Outside India	20	



Sign up to Register New Unit

Login to www.esic.in



About ESIC

ESIC Links

For any IT related issues please Email to ITCare@esic.in

If you have any queries, please send to the below mentioned E-mail id

esic-hors@esic.in

http://www.esic.in/webspace/web/advocate

Related Links

http://esic.nic.in

http://india.gov.in

http://mohfw.nic.in

http://whoindia.org

http://esicdethi.org.in

Property Management Department P Portal Shram Suvidha Portal Pay e-challan Unable to make Online Payment?

Lawyer Login

Publications

Samachar

Legal provisions

Chinar's Charles

Useful Information

Transfer / posting orders

ESIC Pensioner's Medical Scheme Circulars related with Project Panc....

know more

News & Events

18 June 2010

Project Panichdeep ESIC Combatore is ISO 9001 2008 c...



Click on 'Sign up'



English / हिंदी

ALL EMPLOYERS REGISTERED IN NEWLY IMPLEMENTED AREAS ONLY MAY APPLY FOR REDUCED RATE OF CONTR

UserName:			
Password:			
Captcha: *	eź	2848780	O
Sign Up Login	Forgot Password		
Check Password Pol	cy		
Manual for Employer and E	mployee		
Registration through P	ortal		
Digital Signature	Jser		
Manual			

User Login

No physical processing of paper is undertaken by ESIC for registration of Employer. If there is any complaint to the opposite, the same may be made on websupport-mol@nic.in

Enter

- -Company Name
- -Principal Employer Name
- -State & region
- -Email Address

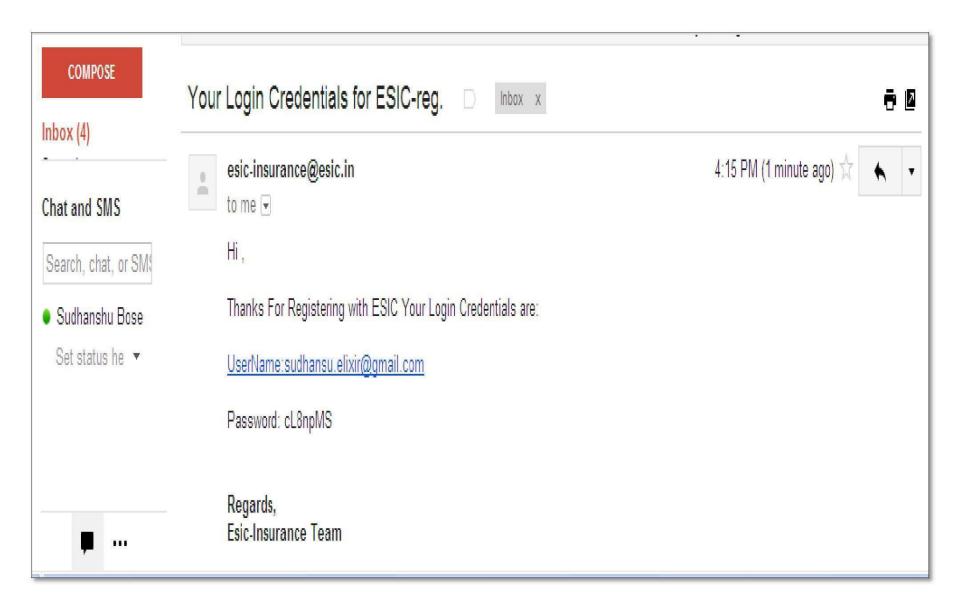


Insurance

Mon 19 Oct 2015, 1:11:53 PM



An email is sent to the user after successful sign-up along with login credential.



Again login to www.esic.in with the login credential received through email



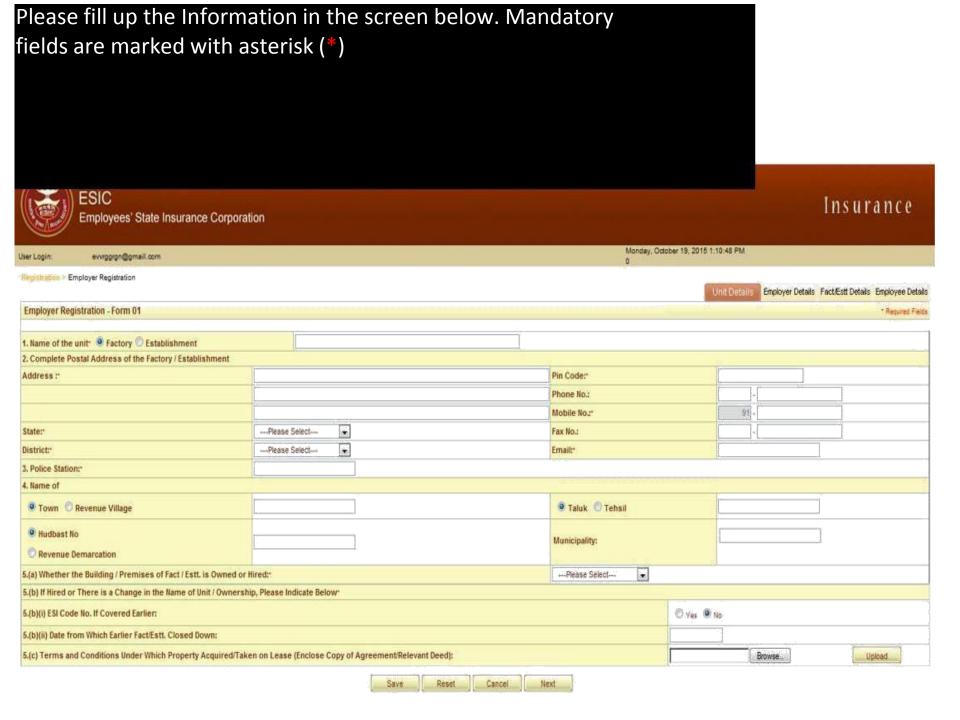
No physical processing of paper is undertaken by ESIC for registration of Employer. If there is any complaint to the opposite, the same may be made on websupport-mol@nic.in

Click on 'New Employer Registration'

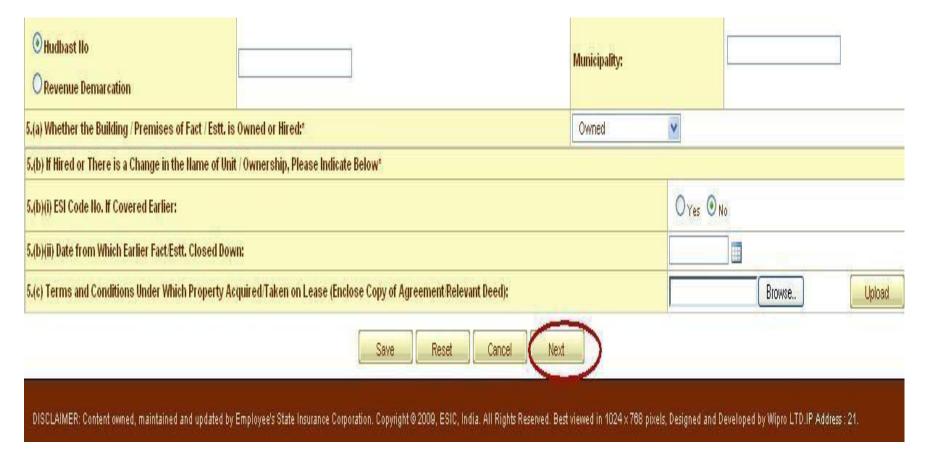


Select Type of unit & click on submit





View2



Bank details are not mandatory

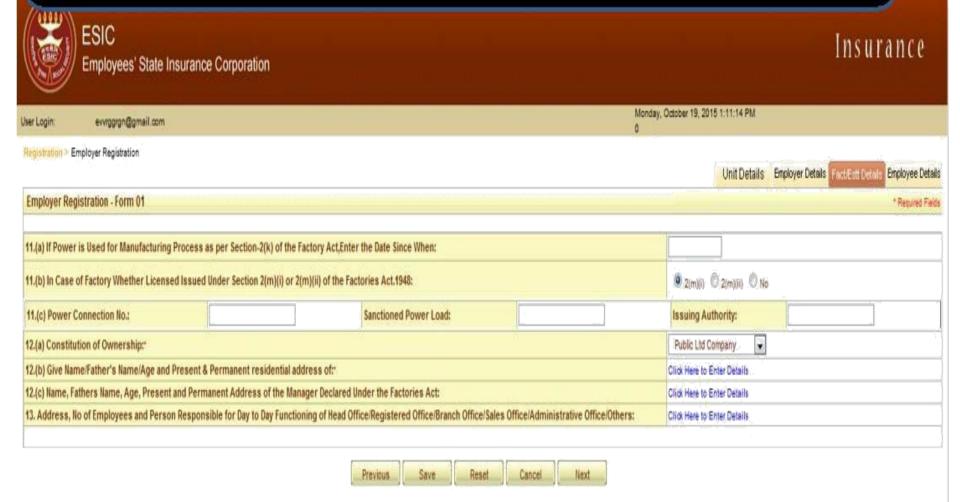
ESIC Employees' State Insurance	Corporation			4				Insurance
User Login: evvrggrgn@gmail.com					Monday, October 19, 201	5 1:11:14 PM		
Registration = Employer Registration					- · · · · · · · · · · · · · · · · · · ·	Unit Details	Employer Details	Fact/Estt Details Employee Details
Employer Registration - Form 01							- 10	* Required Fields
6. All Operational Bank Accounts Need to be Listed Be	low							
Select Account No	Name of Bank*	Name of the Branch		MICR Code of the Bar	k/Branch*	IFSC Co	de of the Bank/E	Branch*
1		Add Mo	ne Remove					
7.(a) Income Tax PAN No. GIR No				7(b).Income Tax	● Ward ○ Circle ○ A	rea		
8. Is Multinational				© Yes ® No				
8.(a) Exact Nature of Work / Business Carried On:				Select				
8.(b) Category:				Please Select				
8(c). Whether the process or activity being carried out in your factory has been declared as "hazardous process as per sec. 2 (c) or sec. 2 (b) of the Factories Act, 1948, read with Schedule I of the said Act?"				♡ Yes ® No				
9. Date of Commencement of Factory / Estt:								
10.(a) Whether Registered Under Any Of Following Act?								
Factories Act Shop & Estt Act Other None								
10.(b) Select the Licence and Enter the Details Below				The second second	•	p1-7-1-		
License No:* 10.(c) Please Give Which Ever Applicable	Date:			Licensing A	uthority:			
Tax No.	Date					Issuing A	uthority	
Commercial								
State Sales:								
Central Sales:								
Any Other:								,
46 (d) Maximum No. of Persons That Can be Employee	d on Any fine flav as ner I irense	3.15						

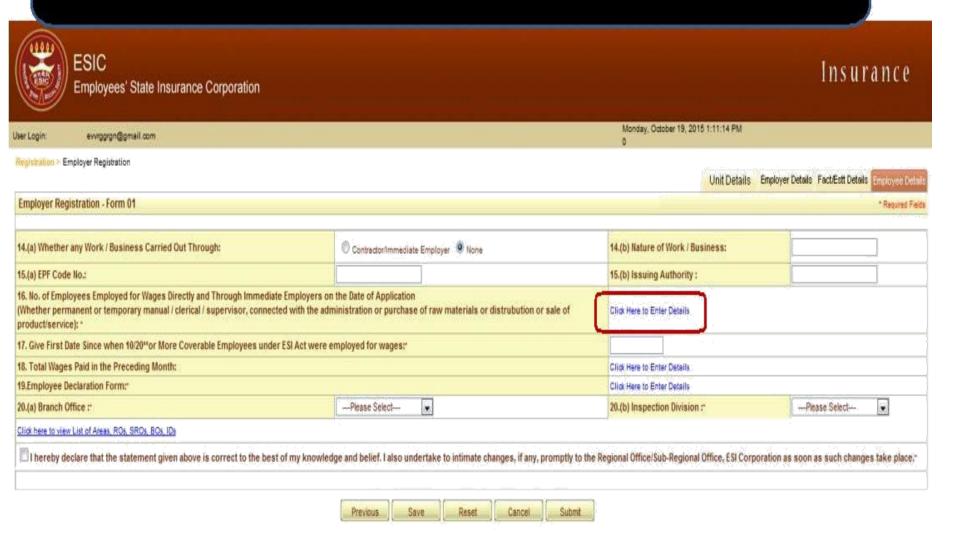
View 2

Please fill up the information in the screen below. Mandatory fields are marked with asterisk (*)

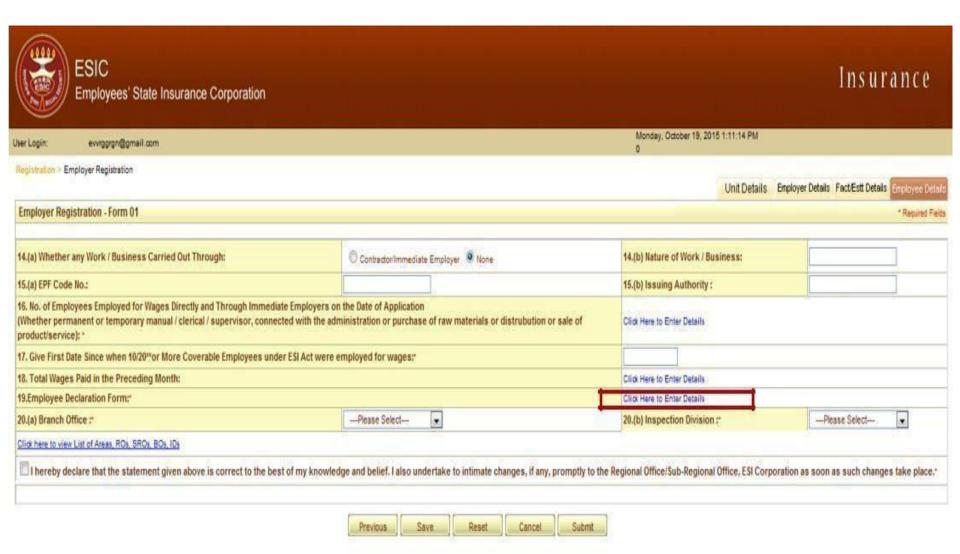
9. Date of Commencement of Factory	Estt: ^x	02/01/2012	
10.(a) Whether Registered Under Any (
OFactories Act OShop & Estt Act	Other Ollone		
10.(b)Select the Licence and Enter the	Details Below ^x	Factory license No	
10.(c) Please Give Which Ever Applicab	le		E
Tax Ho.	12	Date	Issuing Authority
Commercial			
State Sales:			
Central Sales:			
Any Other:			
10.(d) Maximum Ho. of Persons That C	an be Employed on Any One Day, as per License:		
	Previous Save Rese	et Cancel Next	

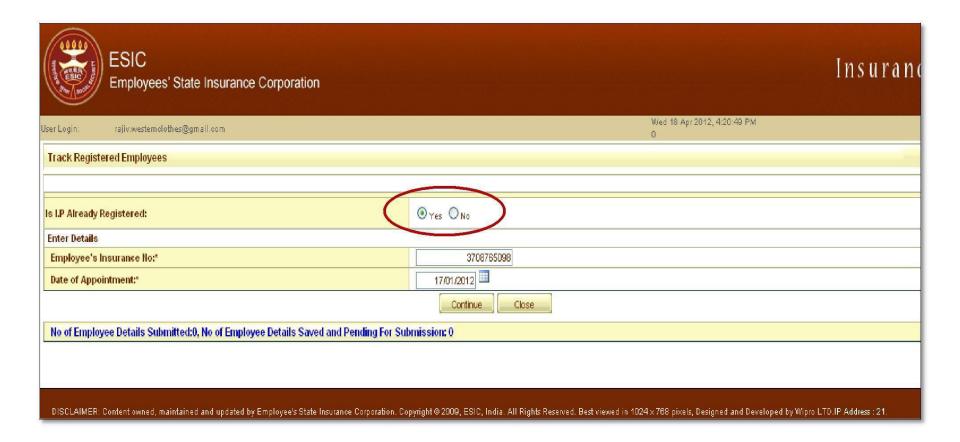
DISCLAIMER: Content owned, maintained and updated by Employee's State Insurance Corporation. Copyright @ 2009, ESIC, India. All Rights Reserved. Best viewed in 1024 x 788 pixels, Designed and Developed by Wipro LTD.IP Address: 21.

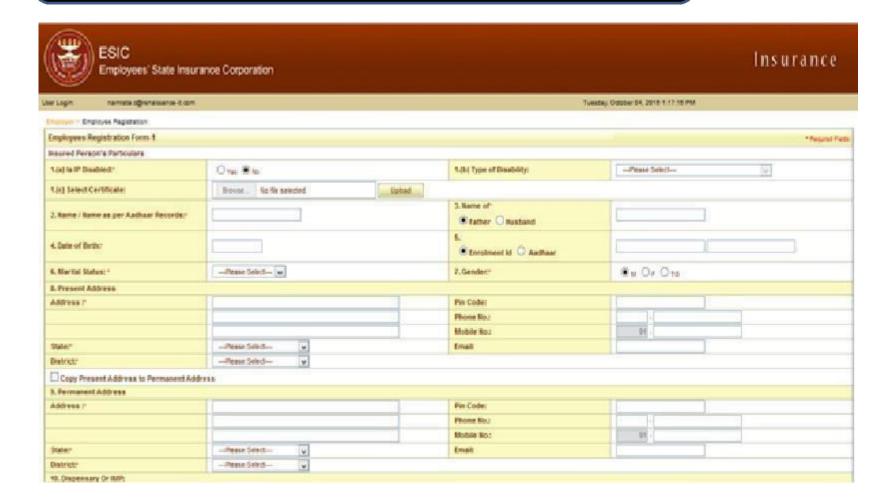




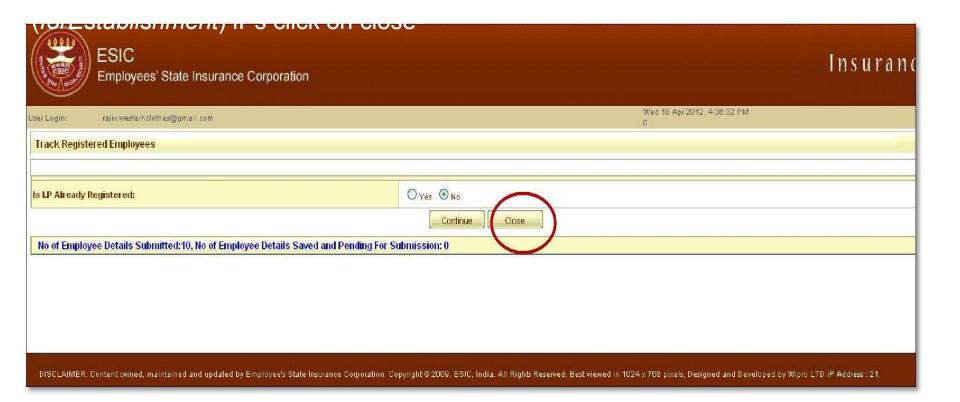
User Login: naveen.jha.esics@relindia.in					Tuesday, January 31, 2017 10:46:23 AM			
Total Number of employees employed for wages directly and through immediate employer/contractor Request *Required Fields								
Details are saved successfully								
As on date	on date Total No of Employees No of employees drawing wages Rs 21000/- or less							
	Male	Female	Transgender	Total	Male	Female	Transgender	Total
Employed directly by the principal employer	10	1	0	11	0	0	0	0
Through immediate employer/contractor	0	0	0	0	0	0	0	0
Total	10	1	0	11	0	0	0	0
Save								







Copy Present Address to Permanent Address					
8. Permanent Address					
Address:	Ring road	Pin Code:			
	Gangamarg street	Phone No.:	-		
		Mobile No.:	91 -		
State:*	Gujrat	Email:			
District:*	Ahmedabad				
9. Dispensary Or IMP:					
State:	Please Select	District:	Please Select		
● Dispensary ○ IMP	Please Select	Address:	uii.		
	**				
10. Current Employer's Particulars		11.(b) In case of any Previous employ	yment please fill up the details below:		
Employer's Code No.:		Employer's Code No.:	37001016880000602		
Date of Appointment:*	03/04/2012	Previous Insurance Ho.:			
Name of the Employer:*		Name of the Employer:*	Elixir Ltd		
Address of the Employer		Address of the Employer			
Address:		Address:*	ttt		
State:*	Please Select	State:*	Gujrat		
District:*	Please Select V	District:*	Ahmedabad		
Pin Code:*		Pin Code:*	908706		
Email		Email	sudhansu.elixir@gmail.coi		
Phone Ho.:	\[\]	Phone No.:			
Mobile Ho.:	91	Mobile No.:	91 .		
11.(a) Have Previous Employer:	● Yes ○ No				
12. Details of Hominee :*	Enter Details Here				
13. Family Particulars of Insured Person:	Enter Details Here				
to be alls of Bank Accounts of Insured Person:		Enter Details Here			
Here y Declare that the Statement Given Above is Co.	rrect to the Best of My Knowledge and Pener. I Also	Indertake to Intimate Changes.*			
	Submit	Cancel			





Insurance

		Tuesday, October 27, 2015 3:10:22 PM
gistration - Employer Registration		THE POLICE CONTROL FOR PARTY
mployer Registration - Form 01		Unit Details Employer Details Fact/Estt Details Employee
		Control and a figure a strong date of the figure in the fi
A.(a) Whether any Work / Business Carried Out Through:	○ Contractor/Immediate Employer None	14.(b) Nature of Work / Business:
5.(a) EPF Code No.:		15.(b) Issuing Authority :
5. No. of Employees Employed for Wages Directly and Through Imme Whether permanent or temporary manual / clerical / supervisor, con roduct/service): *	ediate Employers on the Date of Application inected with the administration or purchase of raw materials or distrubut	Ition or sale of Click Here to Enter Details
7. Give First Date Since when 10/20**or More Coverable Employees u	01/09/2016	
3. Total Wages Paid in the Preceding Month:	Click Here to Enter Details	
A.Employee Declaration Form:	Click Here to Enter Details	
0.(a) Branch Office :*	BO - Ajmeri Gate	20.(b) Inspection Division :* D - Inspection Area No 1(v
lick here to view List of Areas, ROs, SROs, BOs, IOs	Ť	
I hereby declare that the statement given above is correct to the	best of my knowledge and belief. I also undertake to intimate changes, if	if any, promptly to the Regional Office/Sub-Regional Office, ESI Corporation as soon as such cha

Previous

Save



You can view/Print the Registration Letter (C-11) from the above button, also sent to your registered email id. The C-11 is a computer generated letter and does not require any signature and can be used as a valid proof of registration of the unit under ESI Act.

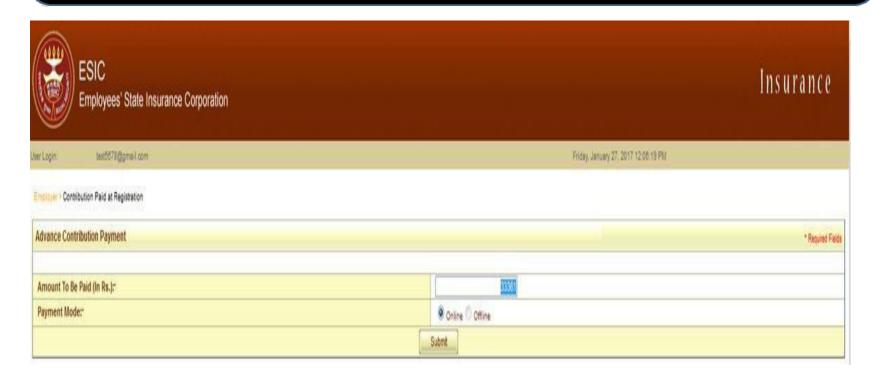
If Employer Nature of works comes under below category then, Employer need to file Advance contribution while registration.

- -Security Agencies
- Contractor
- Men Power Suppliers

After submitting registration form system will show success screen.



Click on Initial contribution then system will redirect to Advance challan creation screen.





Employerwillreceive the System generated Registration Letter (C-11) on registered email idonce challan get realized from the bank, The C-11 is a computer generated letter and does not require any signature and can be used as a valid proof of registration of the unit under ESI Act.

Thank You