



सत्यमेव जयते



क.रा.बी.नि.  
E.S.I.C.

रत्नेश कुमार गौतम  
बीमा आयुक्त

Ratnesh Kumar Gautam  
Insurance Commissioner

कर्मचारी राज्य बीमा निगम  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)  
EMPLOYEES' STATE INSURANCE CORPORATION  
(Ministry of Labour & Employment, Govt. of India)

File No. I-21013/1/2022-ICT-Part(1)

Dated:- 21-10-2024

To

The Additional Commissioners / Directors / Joint Directors / Deputy Directors-in-Charge/ Deans /  
Medical Superintendents  
All Regional / Sub-Regional Offices / ESIC Hospitals / Medical Colleges  
Employees' State Insurance Corporation

**Subject: Urgent Implementation of Aadhaar Seeding for Insured Persons (IPs), ESIC Employees,  
and Pensioners**

Sir/Madam,

This office's previous communications, including the letter dated 13-06-2024 and subsequent correspondences from the Benefit Division have clearly highlighted the critical need for the prompt seeding of Aadhaar for Insured Persons (IPs), ESIC employees, and pensioners. Despite these directives, it has come to the notice of the undersigned that there has been a **drastic and unacceptable decline in the daily Aadhaar seeding count across all Regional Offices (ROs) and Sub-Regional Offices (SROs).**

This decline is a matter of serious concern. It is expected that all concerned offices shall take immediate corrective actions to reverse this trend. Delays or lapses in seeding Aadhaar not only comes in way of judicious service delivery but also hinder the overall operational efficiency of ESIC systems, affecting insured persons/beneficiaries and pensioners directly.

To address this critical issue, the following provisions, devised by the ESIC HQ, must be adhered to without any further delays:

- IP Portal:** IPs can easily seed their Aadhaar details, as well as those of their family members, through the IP Portal. Aadhaar can be seeded using the "Aadhaar Seeding for IPs and Dependents" feature via OTP authentication from UIDAI.
- Employer Portal:** Employers are empowered to generate new Insurance Numbers for employees using Aadhaar through OTP or biometric verification. Employers can also seed Aadhaar numbers for existing IPs and their dependents.
- Bulk Aadhaar Seeding for Employers:** A new provision has been introduced to simplify the Aadhaar seeding process. Employers can now perform **Bulk Aadhaar Seeding** by uploading a pre-defined template containing the Aadhaar numbers and mobile numbers of IPs and their beneficiaries. This method provides a streamlined and efficient approach to seeding Aadhaar for multiple IPs at once, significantly reducing the manual effort required. Employers are strongly encouraged to utilize this facility for speedier completion.

4. **ESIC Branches and Facilities:** Branch Offices, Dispensaries, DCBOs, and Hospitals are instructed to provide full assistance to IPs in completing the Aadhaar seeding process for themselves and their family members. No eligible person should face any barriers in this process.
5. **AAA+ Mobile App:** "AAA+" mobile app offers a convenient tool for IPs to seed their Aadhaar and those of their family members using OTP or face authentication. Face authentication is provided as an alternative to reduce reliance on OTP and biometric verification. ESIC staff is expected to promote and assist IPs in using this platform.

All Regional Directors and Heads of Sub-Regional Offices are directed to closely monitor the Aadhaar seeding progress and ensure that any obstacles, such as poor internet connectivity, LAN issues, or equipment deficiencies, are resolved immediately. **The fall in Aadhaar seeding performance will not be acceptable**, and strict accountability measures will be enforced against non-compliant offices.

It is imperative that all available seeding methods are fully utilized. Should one method fail, alternatives must be employed without hesitation to maintain seamless operations.

**This directive must be treated with utmost urgency, and any further drop in performance will invite strict administrative action.**

**This issues with the approval of Director General.**

Yours sincerely,



(Ratnesh Kumar Gautam)  
**Insurance Commissioner (ICT)**

**Copy to:**

1. PPS to DG
2. IC (Revenue & Benefit)
3. MC (MS)
4. IC (P&A)
5. MC (MA)
6. All Zonal ICs / MCs
7. Rajbhasha Shakha – for Hindi translation