To,

    The RDs/JDs/DDs(I/Cs)/Medical Superintendents/Deans
    All Regional/Sub Regional Office/ESIC Hospitals/Medical Colleges
    Employees' State Insurance Corporation

Sir/Madam,

    Please refer to this office letter of even No. dated 17-04-2023 and other letters of Benefit Division regarding provision for seeding and authentication of Aadhaar of Insured Persons, ESIC employees and Pensioners. In order to facilitate ease of seeding and authentication of Aadhaar Numbers of Insured Persons & their family members, following provisions have been developed by the ICT division: -

1. IP Portal- Insured Person can seed the Aadhaar of self and their family members by logging into IP Portal. Aadhaar can be seeded through link "Aadhaar Seeding for IP and dependents "by providing OTP received from UIDAI.

2. Employer Portal: - Employers can generate a new Insurance Number by authenticating the Aadhaar number of an employee through OTP or biometrics. Employers can also seed the Aadhaar number of existing Insured Persons and their family members on their behalf.

3. ESIC Staff: - Branch Offices/DCBOs serve as facilities for Insured Persons to seed the Aadhaar numbers of themselves and their family members.

4. "AAA' Mobile app: - Facility has been provided in "AAA" mobile app. wherein IP can seed the Aadhaar Number of self and their family members either through OTP or face authentication. Face authentication will reduce the dependency on OTP based and biometric based Aadhaar authentication.

    Additionally, in addition to the options mentioned above, Insured Persons and their family members have the option to visit designated Kiosks set up in ESIC hospitals for the seeding of Aadhaar.

It is also suggested that a dedicated full-fledged team must be formed by all ROs /SROs and a system should be there for daily monitoring of the work done by all the Branch Managers, all such field officials who have been deputed on such Aadhaar Seeding relating duties and of all the members of the dedicated team. The best performers must be appreciated and the worst performers should be pulled up to do the work properly. Similar type of action should also be taken up by the ESIC Hospitals.

All R.Os/SROs are advised to widely publicize and create awareness about the various modes of Aadhaar authentication mentioned above to achieve the target within the stipulated timeframe.

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) & MC (MA)