



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



मुख्यालय  
Headquarters  
पंचदीप भवन सी-आई-जी रोड, नई दिल्ली-110002  
PANCHDIEEP BHAVAN C.I.G. MARG NEW DELHI-110 002  
Phone 011-23604700 Email dr-gen@esic.nic.in  
Website www.esic.nic.in www.esic.in

No. P-11/12/MSME/2024-RevII

Date: 31.07.2024

(Through WCM)

To,

All AC & RDs/Director(I/C)/DD I/c  
All Regional Offices/Sub Regional Offices  
ESIC

Sub: Identifying the Coverable but not covered units, data received from MSME-regarding.

Sir,

It is informed that data has received from MSME for identification of the coverable but not covered units under ESIC. In this regard, all field offices are requested to first scrutinized the list enclosed at the level of RO/SRO and take action for coverage of uncovered units under ESIC according to the circular no. P-11/12/Meeting MOLE/2023-Rev. II(Part-1) dated 21.09.2023 and P-11/12/Committee on convergence/Rev. II dated 08.02.2024 (Copy enclosed).

Further, details of the units covered should be submitted to this office in the proforma given below fortnightly:-

No. of Units Surveyed	No. of Units Covered	No. of Employees Covered	No. of Units already covered	No of units closed/not coverable

This issues with the approval of the Director General.

End: As above.

Yours faithfully,

(Rakesh Koshan)  
Dy. Director(Rev.)



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Phone: 011-23604700 Email: dr-gen@esic.nic.in  
Website: www.esic.nic.in / www.esic.in

No.: P-11/12/Committee on convergence/Rev.II

Date 02.02.2024

To,  
The Regional Directors/Dy. Director (In charge)  
Regional Offices/Sub Regional Offices  
ESI Corporation.

Through WCM

Sub: **Identifying the Coverable but not covered units - regarding**

Sir,

In continuation of this office circular dated 21.09.2023 on the subject cited above, it is informed that a committee was constituted by Director General for deciding SOP for Joint Exercise for Coverage without inspection. The mandate of the committee was to deliberate upon convergence at field level through interaction with State Government, Industry associations, trade Unions and DTNBWED for identification of missing units and IPs.

The recommendation of the committee is examined and it is advised that all the filed units may take following action to find out missing coverable units and IPs:

1. Data from industries association can be collected and analyzed for identifying missing units\IPs.
2. Data from OIL companies can be obtained to decide coverage of petrol pumps and gas agencies.
3. Data from GST\Income tax department can be collected to obtain status of the units (running\closed).
4. Data from Education boards can be obtained to decide coverage of schools\educational institutes in respective States.
5. Data of wage protection system (as prevalent in Kerala state) can be taken and analyzed to determine the wages and IPs of a unit to unearth under reporting.
6. Data from Food and Beverages department which grants licence for Hotels/Restaurants/Dhabas can be used to find out number of employees in a particular unit for coverage purpose.
7. Data from Security Board as established in the Maharashtra State can be used to determine employers\IPs.
8. Yellow pages printed by the industries association can be used to identify coverable units or for conducting surveys of newly established units.
9. LIN is a common factor between ESIC and EPFO and that can be used to form a common link between data of both the organizations.

Details of all such cases covered by this exercise may be intimated to Hqrs Revenue Division for information and records.

This issues with the approval of the Director General.

Yours faithfully,

21/2/24  
(Rakesh Chauhan)  
Dy. Director(Revenue)



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No. P-11/12/Meeting MOLE/2023-Rev. II(Part-I)

dated 21.09.2023

To,

(Through WCM)

All AC & RDs/Director(I/C)/DD I/c  
All Regional Offices/Sub Regional Offices  
ESIC

Sub: **Identifying the Coverable but not covered units - regarding**

Sir,

I am directed to take action for identification of the coverable but not covered units under ESIC.

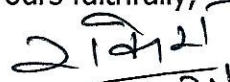
In order to identify uncovered factories/units/establishments/employees, RD/SROs in charges are advised to liaise with EPFO, Other Departments of the State and Central Government or their local Officers like Central Board of Secondary Education, Universities, Food and Drugs Administration, Field Offices of Ministry of Commerce, Ministry of Industries, Ministry of Corporate affairs, MSME, GST, Confederation of Indian Industry etc. and obtain data available with them regarding factories/establishment registered with them.

The list obtained from the above agencies shall be first scrutinized at the level of ROs/SROs and already covered units in the list should be segregated and the units which may find to be coverable a letter may be issued to such employers to get them covered under the provisions of the ESIC explaining the provisions of the Act and the benefits available to the IPs. If the unit does not take the ESI no. the survey may be conducted with the approval of RD/SRO I/c.

A list of such cases along with the source of information may be sent to Hqrs Revenue Division for information.

This issues with the approval of the Director General.

Yours faithfully,

  
(Rakesh Chauhan)  
Dy. Director(Revenue)