



HEADQUARTERS OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI – 110 002.
(ISO 9001-2008 Certified organization)

F.No.G-32/11/6/186/2015-ISD

Date: 22 /11/2016

To,

**All Regional Directors/Directors/Joint Directors incharge,
Regional Offices/Sub Regional Offices/Divisional office**

Sub:- **Single Challan for Main Code and Multiple Sub Code- req-**

Sir,

As per existing procedure, an employer having multiple Sub-Codes was required to file monthly contribution through separate login to generate separate challans for Main Code and individual Sub-Codes. Now an additional mode of challan generation has been embedded in the system which enables employer to file monthly contribution of Main Code and multiple Sub Codes through a single excel sheet and pay through single challan. The key features of this functionality are:-

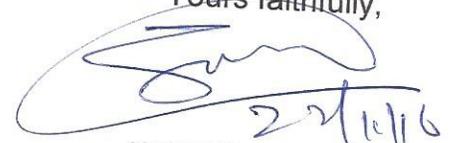
1. A new screen has been provided for filing contribution for multiple Sub Codes through Main Code at employer's login
2. Employers have been given provision to specify Sub-Codes for which contribution sheet is being uploaded along with Main Code contribution details.
3. Sub-Codes specified in the contribution sheet will not be able to file monthly contribution again for same month, but they can perform other transaction like Registration of employee, TIC generation etc.
4. Only Single challan will be generated and there will no change in the current challan format.
5. Partial Payment or partial amount challan generation has been restricted. For common contribution filling only full amount challan will be generated.
6. Contribution details will be updated on the basis of the data provided in the Common Contribution sheet and common challan number will be updated in application and reports (C-6) respectively i.e Type of challan, challan Number,

Created Date, Amount, Realised Date, and Remarks will be reflected in C-6 of Main Code under Consolidated challan type and Month, Contribution Amount, No. of employees and Contribution paid in C-6 of respective Sub-Codes.

7. The Sub-Codes which were not included in the common sheet can file contribution through existing process.

It has come to the notice of this office, that ROs/SROs are issuing defaulter notices to Employers who have paid contribution for Sub-Codes using consolidated challan. As there is some application issue, the consolidated challan filed by the employers are not updated in defaulter list and System Integrator is working on it. It is therefore requested to check the C-6 before initiating defaulter action and if defaulter action has already initiated, the same may be dealt as per existing instructions on the subject.

Yours faithfully,


(SANJAY SINHA)
DIRECTOR(ICT)

Copy to:-

1. Revenue Branch- III & IV, ESIC Hqrs., New Delhi.
2. WCM with request to upload the letter.