



कर्मचारी राज्य बीमा निगम  
(श्रम एवं रोजगार मंत्रालय भारत सरकार)  
EMPLOYEES' STATE INSURANCE CORPORATION  
(Ministry of Labour & Employment, Govt. of India)  
आई.एस.ओ. 9001:2015 द्वारा प्रमाणित  
Certified with ISO 9001:2015



क्षेत्रीय कार्यालय (दिल्ली) / Regional Office (Delhi)  
तृतीय एवं चतुर्थ तल, राजेंद्र भवन, राजेंद्र प्लेस, नई दिल्ली-110008  
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Rajendra Place, New Delhi - 110008  
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F.No. Z-11015/141/2023-ADMIN2 (E-369780) Dated: 13-03-2025

## **CIRCULAR**

### **Subject: ERP authentication by OTP for Employee login.**

Kindly refer to the Headquarters' letter no. I-15012/1/2021-ICT (Comp. no. 137) dated 11.03.2025 (copy enclosed) regarding the subject cited above.

In view of the above, all officials are hereby directed to update their mobile numbers in the ERP module within 10 days.

Additionally, all controlling units are directed to ensure compliance with this matter.

Digitally signed by  
RAJSHEKHAR SINGH

Date: 13-03-2025

00:01:34  
(RAJSHEKHAR SINGH)

DEPUTY DIRECTOR

### **Copy to:**

1. The D(M)D/ D(M)FW/ Central Store.
2. The Dean/Medical Superintendent, ESI Hospitals of Delhi & NCR region.
3. The IMO I/c, ESI Dispensary of Delhi & NCR region.
4. IT Branch, RO Delhi for upload on website.



कर्मचारी राज्य बीमा निगम  
(श्रम एवं रोजगार मंत्रालय,  
भारत सरकार)  
Employees' State  
Insurance Corporation  
(Ministry of Labour &  
Employment,  
Govt. of India)



सुचना एवं संप्रेषण प्रौद्योगिकी प्रभाग  
Information and Communication  
Technology Division  
मुख्यालय/Headquarters,  
पंचदीप भवन, सी. आई. जी. मार्ग,  
नई दिल्ली-110002  
Panchdeep Bhawan, C.I.G. Marg, New  
Delhi – 110002  
Website: <https://esic.gov.in>

**I-15012/1/2021-ICT (Comp. No. 137)**

**Date:11.03.2025**

To,

1. Divisional Heads, ESIC Headquarters.
2. Zonal Insurance Commissioner(s)/ Zonal Medical Commissioner(s)
3. Regional Directors/Directors(I/c)/Jt. Directors(I/c) of all ROs/SROs
4. Medical Superintendents of all ESIC Medical Hospitals
5. D(M) Delhi/ D(M) Noida / Director NTA
6. Dean, all ESIC Medical Colleges and Hospitals

**Subject: ERP authentication by OTP for Employee login**

Respected Ma'am/Sir,

The functionality of Employee login in the ERP module with OTP authentication, is under development.

In view of this, all the heads of field offices are requested to get the mobile numbers of employees under their respective regions/hospitals, updated in the ERP module within 10 days.

This issues as per the approval of Competent Authority.

Digitally signed by

P N Boipi

Date: 12-03-2025

10:41:17

(P.N.Boipi)

Joint Director

ICT Division

ESIC Headquarters