



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



मुख्यालय
Headquarters
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No. P-11/12/Agenda/06/2016-Revenue II

Date: 14.07.2025

To,

The Regional Director (All) / Joint Director I/C,
Regional office/Sub Regional Office
ESI Corporation.

Subject: **Monitoring of registration of employers/employees under SPREE programme**

Sir,

As you are aware, ESIC has launched a **Scheme to promote Registration of Employers and Employees (SPREE)**, effective from **1st July 2025 to 31st December 2025**, to encourage employers to register their establishments and employees under the ESI Act.

To ensure effective implementation and to monitor the progress and outcomes of this initiative, the PR branch has already issued detailed guidelines vide letter No. 13/14/11/2025-PR dated 01.07.2025. Thus, all field offices are requested to take the following actions:

1. Awareness, Outreach, Publicity and promotion:

a. Regional Directors and Sub-Regional Office Incharge's shall act as primary flag bearers for the SPREE 2025 campaign, leading proactive engagement in industrial hubs and clusters covered under the ESI Scheme. Field offices must actively coordinate with key stakeholders such as Employers' and Employees' Associations, Trade Unions, MSME Clusters, State Labour Departments, and DIMS offices for wider participation.

b. Campaign activities should focus on all industrial clusters where the ESI Scheme is implemented. Key activities include setting up Facilitation Centres and Help Desks, organizing seminars with employee and employer groups and conducting panel discussions by Regional Directors/SRO In-charges to promote the scheme and address queries.

c. Visibility should be enhanced through posters and banners at factories and industrial areas, along with circulation of digital materials like flyers and WhatsApp messages to employers and employees. The materials/creatives in downloadable format will be soon be made available in the Publications tab of the ESIC Website (www.esic.gov.in).

d. ICT branch, Hqrs Office is being advised to make provision in Revenue Module so that "Registered under SPREE" may be described on the top of C-11 i.e. coverage letter in respect of the units covered during SPREE 2025 period. Till

the ICT branch make such provision, all RDs/JD In-charges are advised to affix the stamp of "Registered under SPREE" on the files of employer covered during SPREE, 2025 period.

e. As the coverage of the unit will be from the date of coverage declared by the employer during SPREE 2025 period, so IP's of such units will be eligible for ESI benefits from the date of coverage only. Thus, all the SSO's in their region may be sensitized to not claim contribution prior to date of coverage.

2. Facilitation of Registration:

Provide full support and guidance to employers for the smooth completion of the online registration process for both factories/establishments and employees. Officers and staff of the RO/SRO and Branch Offices may be sensitized to guide the employers for online registration in case of difficulty.

3. No inspection of the units covered during SPREE Period

Units covered during SPREE will not be marked for inspection for one year. ICT Branch Headquarters' office is being advised not to push the data of these employer for inspection. If inspection of a unit covered during SPREE, 2025 is marked to the SSO's due to the category of All New covered/Registered units as per the New Inspection Policy, 2014 and unit is making regular compliance then, record of such unit should not be verified by the SSO and a remark "No inspection required as unit is covered during the period of SPREE 2025, should be uploaded by the SSO's on the SSP Portal. No inspection for the period prior to date of registration will be made by the SSO.

4. No survey of the units will be conducted during SPREE unless specific directions of the Headquarters/CAIU is received. Instead the field offices should start extensive outreach program to approach such employers to apprise them about the SPREE.

5. This office has already supplied the list of MSME units showing 10 or more employers as per database. As advised earlier the list may be scrutinized and all the units except already covered/non implemented areas may be approached and apprised about the SPREE launched by ESIC & benefits available to Employers/Employees. All such units should be approached during the period and coverable employer may be encouraged to cover themselves using Sharm Suvidha Portal (SSP)/ESIC Portal. Similarly, the data of uncovered units received from other sources viz. EPFO, State labour department, State health department, Industries & chief inspector of factories & boiler may also be utilized for outreach activities. A fortnightly report requires to be submitted in the given proforma for further submission to the Ministry. Advertisement materials will be supplied by PR division of Hqrs' office should be distributed to the approached employers.

6. ROs/SROs may also approach the State labour department, Health department, Industries & chief inspector of factories & boiler & Education department to apprise about the SPREE with the request to bring it in the notice of all establishment under their jurisdiction.

7. All the Zonal Insurance Commissioners will closely monitor the performance of the Regions so that the target of coverage of all coverable but uncovered units

and employees can be achieved during SPREE.

You are hereby advised to put in your best efforts and take all necessary measures to achieve the desired targets under the SPREE initiative. Fortnightly report in the enclosed Performa should be submitted to this office by 16th of Month and 1st of the following month.

This issues with the approval of the Director General

Yours faithfully,

Encl: as above

(Rakesh Kumar)
Joint Director(Revenue)

Copy to:

1. The Zonal Insurance Commissioner's for information and further necessary action.
2. The Website Content Manager with the request to upload it on the ESIC website.