



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



मुख्यालय

Headquarters

पंचदीप भवन सी०आई०जी रोड, नई दिल्ली-110002

PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002

Phone: 011-23604700 Email: dir-gen@esic.nic.in

Website: www.esic.nic.in / www.esic.in

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

Encl: as above

Yours faithfully,
Digitally signed by
Rakesh Kumar
(Rakesh Kumar) 025
Joint Director (Revenue)
15.05.11

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.

Annexure – I

Name of the RO/SRO					
Fortnightly report on the progress of SPREE programme as on					
S. No	No. of factories/ Establishments covered during fortnight I/II of the month	No. of employees covered during fortnight I/II of the month	Progressive Total of the factories/ Establishments covered under the Scheme up to	Progressive Total of Employees covered under the Scheme up to.....	No. of Seminar/Meetings/ outreach programme conducted during the fortnight. I/II in the month
(1)	(2)	(3)	(4)	(5)	(6)

(Signatures of the Head of the Office)

Annexure - II**Name of RO/SRO****Report on coverage of MSME units during the SPREE****Fortnight I/II of the Month.....**

Total no. of MSME units pending for survey	The no. of MSME units approached for awareness during the fortnight	No. of MSME units covered during the fortnight due to the persuasion	Progressive total of no. of units approached for awareness up to	Progressive total of no. of MSME units covered up to
(1)	(2)	(3)	(4)	(5)

Report on coverage of units on the basis of information received from other departments.**Fortnight I/II of the Month.....**

Total no. of units identified as uncovered on the basis of data received from EPFO or other departments.	The no. of units out of column 1 approached for awareness during the fortnight	Progressive total of no. of units approached for awareness up to	No. of identified units covered under the Act during the fortnight	Progressive total of no. of such units covered under the Act up to
(1)	(2)	(3)	(4)	(5)



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No. P-11/12/Agenda/06/2016-Revenue

Date: 01.07.2025

To,

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

Subject: **Scheme to Promote Registration of Employers/ Employees (SPREE)**

Sir,

The Employees State Insurance Corporation, in its 196th meeting held on 27.06.2025 has approved a Scheme to promote registration of Factories/Establishments and Employees coverable under the ESI Act, 1948.

Under the provisions of the Act, the employers are required to register the Factory/Establishments under the ESI Act within 15 days after the Act becomes applicable to the unit and also required to register their employees.

However, some of the employers as well as employees may have been left out from the coverage under the ESI Act. To encourage such employers to cover themselves under the Act without any botheration of retrospective coverage and punitive action, the SPREE scheme as a one-time opportunity has been launched.

The Scheme will remain open for a period of six months from 1st July 2025 to 31st December, 2025.

The scheme has the following features:

1. The employers registering during the period will be treated as covered from the date of registration or the date as declared by them.
2. The newly registered employees shall be treated as covered from the date of their registration.
3. This will not have any bearing on actions taken/required under ESI Act, if any, prior to 1st July, 2025.

All the employers /employees may be informed to avail this opportunity & ensure that all the units /employees coverable under the ESI Act are registered availing this one-time benefit of the Scheme. All necessary support may be extended to employers in online registration of their units and employees.

The Scheme may be brought to the notice of all Employers and Employees Association through outreach activities/meetings, seminars etc.

Wide publicity of the scheme may also be given through local media. Report on Meetings with the stakeholders may be sent fortnightly in the prescribed Performa to the Revenue Branch HQ office.

Detailed guidelines for promoting the scheme is being issued by the PR Division Headquarters Office separately.

This issues with the approval of the Director General

Yours faithfully,

Digitally signed by
Rakesh Kumar

Date: 01-07-2025
10:38:03
Jt. Director (Revenue)

Copy to:

The Secretary labour/Health dealing the ESI Scheme in the state for kind information & necessary action.