



# **Implementation of Provision to Upload Multiple Excel Sheets for Bulk Aadhaar Seeding**



# Bulk Aadhaar Seeding

ESIC is a social security organization under Ministry of Labour and Employment which provides medical and cash benefits in the exigencies of sickness, maternity, disablement, death, employment injury and unemployment to the workers in the lower wage bracket and their family members. Designed for those in the lower wage category, the ESI Scheme operates on contributions from both employers and employees at predetermined rates.

In this version we are introducing Implementation of Provision to Upload Multiple Excel Sheets for Bulk Aadhaar Seeding in a single day.



# Bulk

# Aadhaar

# Seeding

However, lack of identification and authentication data poses operational challenges. To address this issue, Aadhaar Seeding initiative was introduced to streamline the process of linking Aadhaar numbers with ESIC for seamless authentication and verification. Currently, ESIC employs eKYC authentication facility utilizing various modes such as OTP, Biometric, and Face Authentication to seed Aadhaar and validate demographic details against the Aadhaar Database.

In this proposal, it was suggested to implementing a system for bulk Aadhaar seeding for employers, enabling them to upload a file containing employee demographic details and Aadhaar numbers. The system will utilize the Yes/No authentication facility of UIDAI for verification and establish consent via SMS post-transaction with an opt-out option.



# Bulk Aadhaar Seeding

In this version we are introducing Implementation of Provision to Upload Multiple Excel Sheets for Bulk Aadhaar Seeding in a single day.

Users can download and upload 4 files in a day.

Each File must contain 250 records.

File processing must work as explained in the illustration below.



# Bulk Aadhaar Seeding

Illustration:

Day 1: Say when user download 1st file on day 1 then records with name N1, N2, N3 and N4 must be downloaded.

If user downloads 2nd file, Records with name N5, N6, N7 and N8 until user has not.

If user downloads 3rd file, Records with name N9, N10, N11 and N12 until user has not.



# Bulk Aadhaar Seeding

Day 2: Say when user download 1st file on day 2 then records with name N17, N18, N19 and N20 must be downloaded.

If user downloads 2nd file, Records with name N21, N22, N23 and N24 until user has not.

If user downloads 3rd file, Records with name N25, N26, N27 and N28 until user has not.

If user downloads 4th file, Records with name N29, N30, N31 and N32 until user has not



# Bulk Aadhaar Seeding

Now from Records processed on 1st day Aadhaar seeding Failed on Day 2 due to applied logics:

N2, N6, N10, N13, N16

Due to 24 hours condition on Day 3 failed records will be included by (System will include failed records again in upcoming file after completion of file processing cycle) system in Sheets of Day 3 as:

1st File must include N2, N6, N10, N13.

2nd File must include N15, N33, N34, N34

And so on.



## Bulk Aadhaar Seeding

System will allow user to upload 2nd file once 1st file is uploaded

on 2nd day system will allow to download 5th file only if 4 previous file processed successfully.





- Services
- Information
- Announcement

New Update

Tender

Re E-Tender for "Empanelment of Local Laboratory

Trending on ESIC

Employees' State Insurance Corporation

Home Delivery of drugs to ESI beneficiaries

Hassle-Free Medicine Delivery for Senior Citizen's Well-Being

#MeraiMeraKartavya

ESIC HOSPITAL

कराबी निवास

Employees' State Insurance Corporation

Ministry of Labour & Employment, Government of India

# ESI Scheme Benefits

Medical Benefit

Sickness Benefit

Maternity Benefit

Disability Benefit

Dependant's Benefit

Other Benefit

Funeral Expenses

Confinement Expenses

ESIC

A Promise to Your Well-being

Quick Finder

Select Offices / Hospitals

Select State

Search

Employer Login

Insured Person / Beneficiary

Insurance Medical Practitioner

mEUD

ESI Staff / Pensioner

Lawyer

Click here



कर्मचारी राज्य बीमा निगम  
Employees' State Insurance Corporation  
(Ministry of Labour and Employment, Government of India)



श्रम एवं रोजगार मंत्रालय  
Ministry of Labour & Employment  
भारत सरकार (Government of India)

No physical processing of paper is undertaken by ESIC for registration of Employer. If there is any complaint to the contrary, the same may be made on [help-shramsuvidha\[at\]gov\[dot\]in](mailto:help-shramsuvidha[at]gov[dot]in)

We Are Migrating To One Unit One Identifier

Government of India plans to do away with all employer codes being issued by separate labour enforcement agencies such as ESIC, EPFO, O/O CIC(C) and DGMS etc by replacing them with new Labour Identification Number (LIN). Your unit has already been allotted a LIN and the same can be obtained online using <http://tinyurl.com/whatismylin> Please verify the information associated with your LIN before the current employer codes are rendered useless. The procedure to verify the information is given in <http://tinyurl.com/shramsuvidhahowto> For any support please contact [help-shramsuvidha\[at\]gov\[dot\]in](mailto:help-shramsuvidha[at]gov[dot]in)

After entering Username, Password and captcha Click here to Login

Employer Login

Username/LIN

110000000000000002

Password

.....

Captcha \*

ea3b80a



Type your Captcha

[Sign Up](#)

[Forgot password?](#)

LOGIN

- [Username](#)
- [Check Password Policy](#)
- [Common Registration Link For ESIC / EPFO](#)
- [Unified ECR link for ESIC/EPFO](#)
- [Manual for Employer and Employee](#)
- [Registration through Portal](#)

# Employer Homepage



| EMPLOYER                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | EMPLOYEE (INSURED PERSON)                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | MONTHLY CONTRIBUTION                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>▪ <a href="#">Update Employer Details</a></li><li>▪ <a href="#">Create Subunit Registration</a></li><li>▪ <a href="#">User Manual for Mobile/Bank update</a></li><li>▪ <a href="#">Accident Report (Form 12)</a></li><li>▪ <a href="#">Accident Report Print / PDF Form</a></li><li>▪ <a href="#">Employer's Details Validation</a></li><li>▪ <a href="#">Wage Contributory Record</a></li><li>▪ <a href="#">Reply For Abstention Verification</a></li><li>▪ <a href="#">View Subunit Details</a> <small>NEW</small></li><li>▪ <a href="#">Update NIC Code</a> <small>NEW</small></li><li>▪ <a href="#">Change Password</a></li><li>▪ <a href="#">Employer Help files</a> ★</li></ul> | <ul style="list-style-type: none"><li>▪ <a href="#">Enroll Employee with previously allotted ESI Number</a></li><li>▪ <a href="#">Register/Enroll New Employee</a></li><li>▪ <a href="#">Update Particulars of Insured Person</a></li><li>▪ <a href="#">Update Mobile Number of Insured Person</a></li><li>▪ <a href="#">Bulk Upload of Mobile Number</a></li><li>▪ <a href="#">Bulk Upload of Account Number</a></li><li>▪ <a href="#">Bulk Aadhaar Seeding</a> <small>NEW</small></li><li>▪ <a href="#">Bulk Aadhaar Seeding Report</a> <small>NEW</small></li><li>▪ <a href="#">Upload Bank Account related Document of Insured Person</a></li><li>▪ <a href="#">e-Pehchan Card</a></li><li>▪ <a href="#">List of Employees</a></li><li>▪ <a href="#">Health Passbook</a></li></ul> | <ul style="list-style-type: none"><li>▪ <a href="#">File Monthly Contributions</a></li><li>▪ <a href="#">Generate Challan</a></li><li>▪ <a href="#">Modify Challan</a></li><li>▪ <a href="#">ViewContributionHistory</a></li><li>▪ <a href="#">Omitted Wages Challan</a></li><li>▪ <a href="#">Contractor/Principal Employer Master</a></li><li>▪ <a href="#">IP Mapping with Contractor/Principal Employer</a></li><li>▪ <a href="#">Bulk IP Mapping with Contractor/Principal Employer</a></li><li>▪ <a href="#">View Contribution History(Contractor/Principal Employer Wise)</a></li><li>▪ <a href="#">Self Certification</a></li><li>▪ <a href="#">View RC</a></li><li>▪ <a href="#">Recovery/Defaulter Challan</a></li><li>▪ <a href="#">Updation of Unrealized Challan Details</a></li></ul> |

Click here to do Seed Aadhaar  
in Bulk





Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                                                                                                  |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Employer Code:*               | <input type="text" value="110000000000000002"/>                                                                                  |
| Bulk Upload via Excel File :* | <input type="button" value="Browse..."/> No file selected. <a href="#">Upload Excel File</a> <a href="#">Download Excel File</a> |

**Note:**

- 1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded in Application.
- 2. Incase of minor; IP/Parent/guardian mobile number to be uploaded
- 3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.
- 4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

Click here to download  
Template

- 1. Before uploading Aadhaar and mobile number of the beneficiaries in the Bulk Aadhaar Seeding Template, Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded in Application.
- 2. If you desire to change demographics as per Aadhaar, please contact to your designated ESIC Branch Office. For correction in Aadhaar details, please contact to UIDAI.
- 3. Incase of minor; IP/Parent/guardian mobile number to be uploaded.
- 4. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.
- 5. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.





# Bulk Aadhaar Seeding Template

## Downloading and submission of 1<sup>st</sup> File

|     |            |                              |        |                              |          |               |              |            |   |   |   |   |   |  |
|-----|------------|------------------------------|--------|------------------------------|----------|---------------|--------------|------------|---|---|---|---|---|--|
| E16 |            |                              |        |                              | 2        |               |              |            |   |   |   |   |   |  |
|     | A          | B                            | C      | D                            | E        | F             | G            | H          | I | J | K | L | M |  |
| 1   | IPNumber   | Name                         | Gender | Relationship                 | MemberId | AadhaarNumber | MobileNumber |            |   |   |   |   |   |  |
| 2   | 1115104059 | Moola sai deekshith reddy    | M      | Self                         | 0        | 802178473571  | 9848398318   | optout-yes |   |   |   |   |   |  |
| 3   | 1115104063 | Pareddy Sudha Rani           | M      | Self                         | 0        | 498933462280  | 9848398318   | Missmatch  |   |   |   |   |   |  |
| 4   | 1115104063 | Nune Anja Reddy              | M      | Dependant father             | 5        | 601184684830  | 9848398318   | optout-yes |   |   |   |   |   |  |
| 5   | 1115104063 | NAREDLA SUDHEER REDDY        | M      | Category1 dependant          | 8        | 598088084707  | 9160387668   | optout-no  |   |   |   |   |   |  |
| 6   | 1115104063 | ADDANKI NAGA BHEEMESH        | M      | Dependant infirm son         | 1        |               |              |            |   |   |   |   |   |  |
| 7   | 1115104063 | test                         | F      | Category1 dependant          | 7        |               |              |            |   |   |   |   |   |  |
| 8   | 1115104063 | Test Son son                 | M      | Category2 dependant          | 2        | 521222911848  | 9848398318   | Missmatch  |   |   |   |   |   |  |
| 9   | 1115104063 | Nune Anja Reddy              | F      | Category2 dependant          | 3        | 601184684830  | 9848398318   | Missmatch  |   |   |   |   |   |  |
| 10  | 1115104063 | Test Son son                 | M      | Category2 dependant          | 4        |               |              |            |   |   |   |   |   |  |
| 11  | 1115104063 | Arun Kumar                   | M      | Category2 dependant          | 6        |               |              |            |   |   |   |   |   |  |
| 12  | 1115104449 | Naredla Sudheer Reddy        | M      | Self                         | 0        |               |              |            |   |   |   |   |   |  |
| 13  | 1115104449 | Naredla Sudheer Reddy        | M      | Dependant unmarried daughter | 3        |               |              |            |   |   |   |   |   |  |
| 14  | 1115104449 | Shaik Saddam Hussain         | M      | Dependant father             | 7        |               |              |            |   |   |   |   |   |  |
| 15  | 1115104449 | CHEREDDY VENKATA SUBBA REDDY | M      | Spouse                       | 1        |               |              |            |   |   |   |   |   |  |
| 16  | 1115104449 | Sarnala Phani Kumar          | M      | Minor dependant son          | 2        |               |              |            |   |   |   |   |   |  |
| 17  | 1115104449 | test four                    | M      | Dependant Brother            | 4        |               |              |            |   |   |   |   |   |  |
| 18  | 1115104449 | test six                     | M      | Dependant Brother            | 5        |               |              |            |   |   |   |   |   |  |
| 19  | 1115104449 | test seven                   | M      | Dependant Brother            | 6        |               |              |            |   |   |   |   |   |  |
| 20  | 1115104618 | GUNUKULA KARNAKER REDDY      | M      | Self                         | 0        |               |              |            |   |   |   |   |   |  |
| 21  | 1115104809 | JOSHNA                       | F      | Self                         | 0        |               |              |            |   |   |   |   |   |  |
| 22  | 1115104899 | TESTHIS                      | M      | Self                         | 0        |               |              |            |   |   |   |   |   |  |
| 23  | 1115104899 | Test Case                    | M      | Minor dependant son          | 1        |               |              |            |   |   |   |   |   |  |
| 24  | 1115104899 | Test App                     | F      | Dependant unmarried daughter | 2        |               |              |            |   |   |   |   |   |  |
| 25  | 1115104915 | Medishetti Balakishan        | M      | Self                         | 0        |               |              |            |   |   |   |   |   |  |
| 26  | 1115104917 | SDFGH                        | M      | Self                         | 0        |               |              |            |   |   |   |   |   |  |

User must type inverted comma before typing Aadhaar number

User must type inverted comma before typing Aadhaar number

# Bulk Aadhaar Seeding Template



BulkAadhaarExcelDownload

Search

Arun Kumar

AK

File

Home

Insert

Page Layout

Formulas

Data

Review

View

Automate

Developer

Help

Paste

Aptos Narrow

11

A

A

B

I

U

Font

Alignment

General

%

Number

Conditional Formatting

Format as Table

Cell Styles

Styles

Insert

Delete

Format

Cells

Editing

Add-ins

Analyze Data

Comments

Share

POSSIBLE DATA LOSS

Some features might be lost if you save this workbook in the text (.txt) format. To preserve these features, save it in an Excel file format.

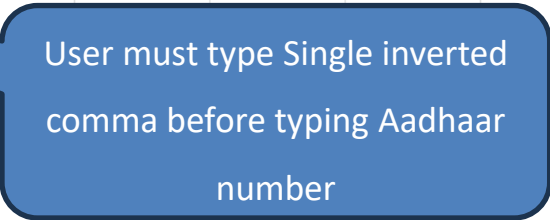
Don't show again

Save As...

F2

|   | A          | B                       | C      | D                | E        | F             | G            | H | I | J | K | L | M | N | O | P |
|---|------------|-------------------------|--------|------------------|----------|---------------|--------------|---|---|---|---|---|---|---|---|---|
| 1 | IPNumber   | Name                    | Gender | Relationship     | MemberId | AadhaarNumber | MobileNumber |   |   |   |   |   |   |   |   |   |
| 2 | 1115104570 | Pareddy Sudha Rani      | F      | Dependant mother | 2        |               |              |   |   |   |   |   |   |   |   |   |
| 3 | 1115104570 | Gunukula Karnaker Reddy | M      | Self             | 0        |               |              |   |   |   |   |   |   |   |   |   |
| 4 | 1115104841 | Gunukula karnaker Reddy | M      | Self             | 0        |               |              |   |   |   |   |   |   |   |   |   |
| 5 |            |                         |        |                  |          |               |              |   |   |   |   |   |   |   |   |   |
| 6 |            |                         |        |                  |          |               |              |   |   |   |   |   |   |   |   |   |
| 7 |            |                         |        |                  |          |               |              |   |   |   |   |   |   |   |   |   |

User must type inverted comma before typing Aadhaar number





# Bulk Aadhaar Seeding Template



File

Home

Insert

Page Layout

Formulas

Data

Review

View

Automate

Developer

Help

Clipboard

Font

Alignment

Number

Styles

Cells

Editing

Add-ins

Analyze Data

Comments

Share

POSSIBLE DATA LOSS

Some features might be lost if you save this workbook in the text (.txt) format. To preserve these features, save it in an Excel file format.

Don't show again

Save As...

F2

✕

✓

fx

'9093XXXX2756

|   | A          | B                       | C      | D                | E            | F             | G            | H | I | J | K | L | M | N | O | P |
|---|------------|-------------------------|--------|------------------|--------------|---------------|--------------|---|---|---|---|---|---|---|---|---|
|   | IPNumber   | Name                    | Gender | Relationship     | Mobile       | AadhaarNumber | MobileNumber |   |   |   |   |   |   |   |   |   |
| 1 | 1115104570 | Pareddy Sudha Rani      | F      | Dependant mother | 25XXXXXX2756 |               |              |   |   |   |   |   |   |   |   |   |
| 2 | 1115104570 | Gunukula Karnaker Reddy | M      | Self             | 0            |               |              |   |   |   |   |   |   |   |   |   |
| 3 | 1115104841 | Gunukula karnaker Reddy | M      | Self             | 0            |               |              |   |   |   |   |   |   |   |   |   |
| 4 |            |                         |        |                  |              |               |              |   |   |   |   |   |   |   |   |   |
| 5 |            |                         |        |                  |              |               |              |   |   |   |   |   |   |   |   |   |
| 6 |            |                         |        |                  |              |               |              |   |   |   |   |   |   |   |   |   |

User must type Single inverted comma before typing Aadhaar number

1. File will download 250 records in each file.
2. Maximum 250 records are allowed to upload at one time.
3. After typing Mandatory details user must save the file and Upload the same.

# Bulk Aadhaar Seeding Template



←

Home

📄

New

📁

Open

🔗

Share

🧩

Get Add-ins

ℹ️

Info

💾

Save

💾

Save As

🖨️

Print

📤

Export

📢

Publish

🔒

Close

⋮

More...

Save As

🕒

Recent

Presto Infosolutions Pvt. Ltd.

OneDrive - Presto Infosol...

arun.kumar@prestoinfosolution...

Sites - Presto Infosolution...

arun.kumar@prestoinfosolution...

Share options

🔗

Share

🔗

Copy Link

Other locations

🖨️

This PC

🌐

Add a Place

📁

Browse

↑

📁 Downloads

BulkAadhaarExcelDownload.xls

Excel Workbook (\*.xlsx)

Excel Workbook (\*.xlsx)

Excel Macro-Enabled Workbook (\*.xlsm)

Excel Binary Workbook (\*.xlsb)

Excel 97-2003 Workbook (\*.xls)

CSV UTF-8 (Comma delimited) (\*.csv)

XML Data (\*.xml)

Single File Web Page (\*.mht, \*.mhtml)

Web Page (\*.htm, \*.html)

Excel Template (\*.xltx)

Excel Macro-Enabled Template (\*.xltm)

Excel 97-2003 Template (\*.xlt)

Text (Tab delimited) (\*.txt)

Unicode Text (\*.txt)

XML Spreadsheet 2003 (\*.xml)

Microsoft Excel 5.0/95 Workbook (\*.xls)

CSV (Comma delimited) (\*.csv)

Formatted Text (Space delimited) (\*.prn)

Text (Macintosh) (\*.txt)

Text (MS-DOS) (\*.txt)

CSV (Macintosh) (\*.csv)

download\_m...

Save

User must save file as Excel Workbook only, please do not change the format



# Employer\_Bulk Aadhaar Seeding\_ Upload Template

User Login: 110000000000000004

**Employer** Bulk Aadhaar Seeding (of existing Insured Persons)

|                                      |                                                           |
|--------------------------------------|-----------------------------------------------------------|
| <b>Employer Code:*</b>               | 110000000000000004                                        |
| <b>Bulk Upload via Excel File :*</b> | <input type="button" value="Choose File"/> No file chosen |
| <b>Employer Code</b>                 | <b>Date of submission</b>                                 |
| 110000000000000004                   | 03/08/2024                                                |

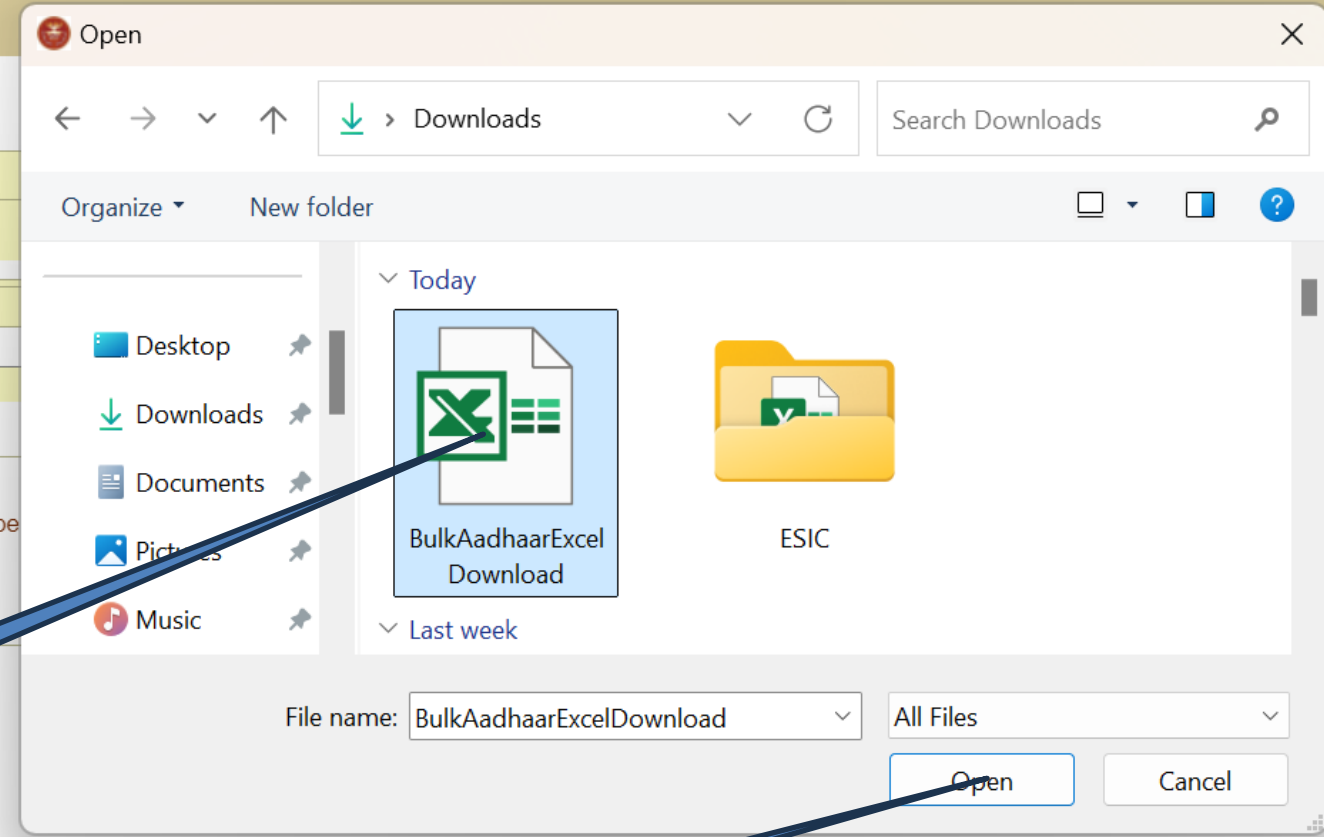
**Note:**

1. Employer must ensure that the details entered are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded.
2. In case of minor; IP/Parent/guardian's number to be uploaded.
3. User shall not change any details in the template, he/she must enter Aadhaar and Mobile number only.
4. The mobile number tagged to the Aadhaar of the beneficiaries may only be provided.

1. User must Click here  
to Browse file

2. Select File

3. Click on  
Open



# Employer\_Bulk Aadhaar Seeding\_ Upload Template

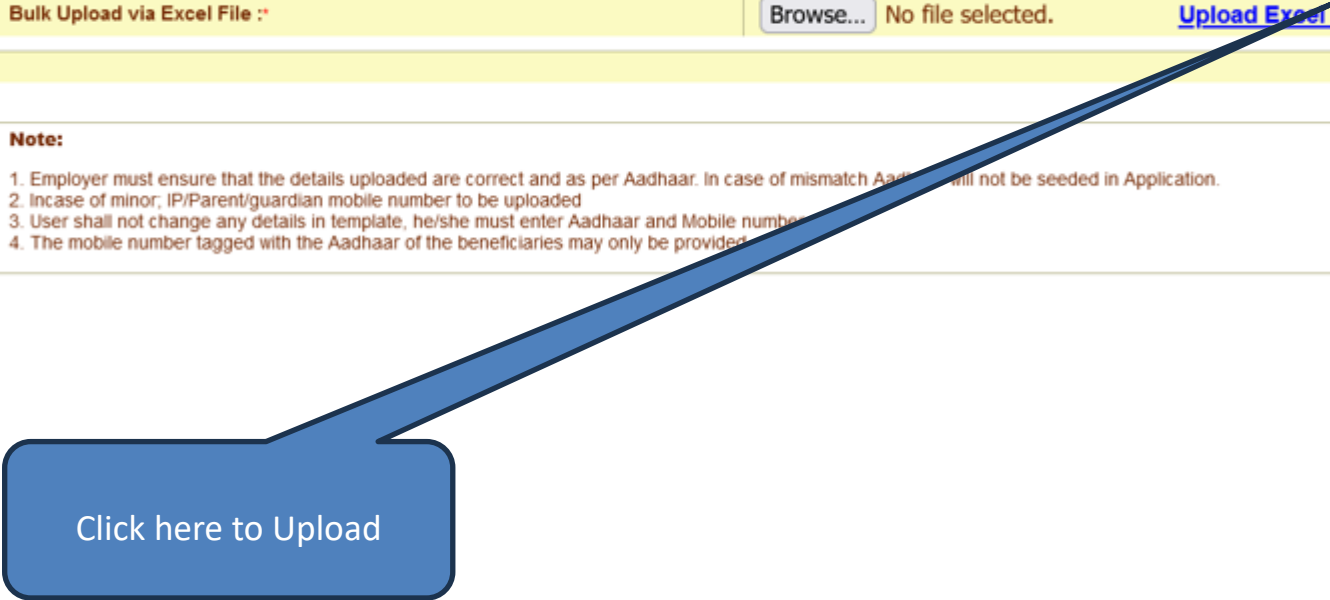


Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                                                                                                  |
|-------------------------------|----------------------------------------------------------------------------------------------------------------------------------|
| Employer Code:*               | <input type="text" value="110000000000000002"/>                                                                                  |
| Bulk Upload via Excel File :* | <input type="button" value="Browse..."/> No file selected. <a href="#">Upload Excel File</a> <a href="#">Download Excel File</a> |

**Note:**

- 1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded in Application.
- 2. Incase of minor, IP/Parent/guardian mobile number to be uploaded
- 3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number
- 4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided



Click here to Upload

# Employer \_ Bulk Aadhaar Seeding\_ Upload 1st file Successfully



Employer Bulk Aadhaar Seeding (of existing Insured Persons)

Employer Code:\*

110000000000000002

Bulk Upload via Excel File :\*

Browse...

1st file upload.xlsx

[Upload Excel File](#)

[Download Excel File](#)

Note:

1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch, the details will be rejected.

2. In case of minor, IP/Parent/guardian mobile number to be uploaded

3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.

4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

esicstaging.esic.in

Bulk Upload submitted successfully for further verification.

OK

# Bulk Aadhaar Seeding Template

## Downloading and submission of 2<sup>nd</sup> File



Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                            |                                                              |                                     |
|-------------------------------|------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------|
| Employer Code:*               | <input type="text" value="110000000000000002"/>            |                                                              |                                     |
| Bulk Upload via Excel File :* | <input type="button" value="Browse..."/> No file selected. | <a href="#">Upload Excel File</a>                            | <a href="#">Download Excel File</a> |
| Employer Code                 | Date of submission                                         | Action                                                       |                                     |
| 110000000000000002            | 21/11/2024                                                 | <a href="#">Click Here to view Status for further action</a> |                                     |

**Note:**

- 1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded in Application.
- 2. In case of minor, IP/Parent/guardian mobile number to be uploaded
- 3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number as per Aadhaar card.
- 4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

Click here

# Employer\_Bulk Aadhaar Seeding 2<sup>nd</sup> File



|    | A          | B                         | C | D                               | E | F            | G          | H                           | I | J | K | L | M |
|----|------------|---------------------------|---|---------------------------------|---|--------------|------------|-----------------------------|---|---|---|---|---|
| 46 | 1115104927 | dffsdf                    | M | Dependant father                | 2 |              |            |                             |   |   |   |   |   |
| 47 | 1115104928 | JHASDGFHDGF               | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 48 | 1115104928 | sdfghj                    | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 49 | 1115104928 | dfs                       | F | Dependant sister                | 2 |              |            |                             |   |   |   |   |   |
| 50 | 1115104930 | SDFGHJK                   | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 51 | 1115104930 | werfgh                    | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 52 | 1115104931 | SFDGDGH                   | F | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 53 | 1115104931 | sdfgdfgh                  | F | Dependant sister                | 1 |              |            |                             |   |   |   |   |   |
| 54 | 1115104931 | sdfgsdfg                  | M | Dependant Brother               | 2 |              |            |                             |   |   |   |   |   |
| 55 | 1115104932 | TESTTT                    | F | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 56 | 1115104933 | DGFHFGHJFGH               | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 57 | 1115104933 | dsfgdfh                   | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 58 | 1115104933 | ffndfgh                   | M | Dependant Brother               | 2 |              |            |                             |   |   |   |   |   |
| 59 | 1115104934 | PAREDDY SUDHA RANI        | F | Self                            | 0 | 498933462280 | 9912630356 | Need to seed after 24 hours |   |   |   |   |   |
| 60 | 1115104934 | testimhgg                 | M | Minor dependant son             | 1 |              |            |                             |   |   |   |   |   |
| 61 | 1115104934 | testinggg                 | F | Dependant unmarried daughter    | 2 |              |            |                             |   |   |   |   |   |
| 62 | 1115104934 | testing                   | M | Minor dependant son             | 3 |              |            |                             |   |   |   |   |   |
| 63 | 1115104934 | testzingipppp             | M | Minor dependant son             | 4 |              |            |                             |   |   |   |   |   |
| 64 | 1115104934 | spouse                    | M | Spouse                          | 5 |              |            |                             |   |   |   |   |   |
| 65 | 1115104935 | ZDFGSFDG                  | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 66 | 1115104935 | dfgdg                     | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 67 | 1115104935 | dfghdfgh                  | M | DEPENDANT SON- RECEIVING EDI    | 2 |              |            |                             |   |   |   |   |   |
| 68 | 1115104936 | TEST HIS PH1              | F | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 69 | 1115104936 | efwewr                    | M | Dependant son receiving educati | 1 |              |            |                             |   |   |   |   |   |
| 70 | 1115104936 | ABCD                      | M | Dependant infirm son            | 2 |              |            |                             |   |   |   |   |   |
| 71 | 1115104937 | Meele sai deekabith reddu | M |                                 | 0 | 902178473571 | 0948208218 | Relation not correct        |   |   |   |   |   |

# Bulk Aadhaar Seeding Template

## Downloading and submission of 2<sup>nd</sup> File



Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                 |                                      |                                   |
|-------------------------------|-------------------------------------------------|--------------------------------------|-----------------------------------|
| Employer Code:*               | <input type="text" value="110000000000000002"/> |                                      |                                   |
| Bulk Upload via Excel File :* | <input type="button" value="Browse..."/>        | <a href="#">2nd file upload.xlsx</a> | <a href="#">Upload Excel File</a> |

| Employer Code      | Date of submission | Action                                                       |
|--------------------|--------------------|--------------------------------------------------------------|
| 110000000000000002 | 21/11/2024         | <a href="#">Click Here to view Status for further action</a> |

**Note:**

1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch, Aadhaar will not be seeded in Application.  
2. In case of minor; IP/Parent/guardian mobile number to be uploaded  
3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.  
4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

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# Employer \_ Bulk Aadhaar Seeding\_ Upload 2nd file Successfully



Employer Bulk Aadhaar Seeding (of existing Insured Persons)

Employer Code:\*

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| Employer Code      | Date of submission | Action                                                       |
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Note:

1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch, the details must be re-uploaded.

2. In case of minor, IP/Parent/guardian mobile number to be uploaded

3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only

4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

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Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                            |                                                              |                                     |
|-------------------------------|------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------|
| Employer Code:*               | <input type="text" value="110000000000000002"/>            |                                                              |                                     |
| Bulk Upload via Excel File :* | <input type="button" value="Browse..."/> No file selected. | <a href="#">Upload Excel File</a>                            | <a href="#">Download Excel File</a> |
| Employer Code                 | Date of submission                                         | Action                                                       |                                     |
| 110000000000000002            | 21/11/2024                                                 | <a href="#">Click Here to view Status for further action</a> |                                     |
| 110000000000000002            | 21/11/2024                                                 | <a href="#">Click Here to view Status for further action</a> |                                     |

**Note:**

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2. Incase of minor, IP/Parent/guardian mobile number to be uploaded

3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.

4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

# Bulk Aadhaar Seeding Template

## Downloading and submission of 3rd File



Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                            |                                                              |                                     |
|-------------------------------|------------------------------------------------------------|--------------------------------------------------------------|-------------------------------------|
| Employer Code:*               | <input type="text" value="110000000000000002"/>            |                                                              |                                     |
| Bulk Upload via Excel File :* | <input type="button" value="Browse..."/> No file selected. | <a href="#">Upload Excel File</a>                            | <a href="#">Download Excel File</a> |
| Employer Code                 | Date of submission                                         | Action                                                       |                                     |
| 110000000000000002            | 21/11/2024                                                 | <a href="#">Click Here to view Status for further action</a> |                                     |
| 110000000000000002            | 21/11/2024                                                 | <a href="#">Click Here to view Status for further action</a> |                                     |

**Note:**

- 1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch, Aadhaar will not be seeded in Application.
- 2. In case of minor, IP/Parent/guardian mobile number to be uploaded
- 3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number correctly.
- 4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided by the employer.

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# Employer \_Bulk Aadhaar Seeding 3rd File



|    | A          | B                         | C | D                               | E | F            | G          | H                           | I | J | K | L | M |
|----|------------|---------------------------|---|---------------------------------|---|--------------|------------|-----------------------------|---|---|---|---|---|
| 46 | 1115104927 | dffsdf                    | M | Dependant father                | 2 |              |            |                             |   |   |   |   |   |
| 47 | 1115104928 | JHASDGFHDGF               | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 48 | 1115104928 | sdfghj                    | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 49 | 1115104928 | dfs                       | F | Dependant sister                | 2 |              |            |                             |   |   |   |   |   |
| 50 | 1115104930 | SDFGHJK                   | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 51 | 1115104930 | werfgh                    | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 52 | 1115104931 | SFDGDGH                   | F | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 53 | 1115104931 | sdfgdfgh                  | F | Dependant sister                | 1 |              |            |                             |   |   |   |   |   |
| 54 | 1115104931 | sdfgsdfg                  | M | Dependant Brother               | 2 |              |            |                             |   |   |   |   |   |
| 55 | 1115104932 | TESTTT                    | F | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 56 | 1115104933 | DGFHFGHJFGH               | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 57 | 1115104933 | dsfgdfh                   | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 58 | 1115104933 | ffndfgh                   | M | Dependant Brother               | 2 |              |            |                             |   |   |   |   |   |
| 59 | 1115104934 | PAREDDY SUDHA RANI        | F | Self                            | 0 | 498933462280 | 9912630356 | Need to seed after 24 hours |   |   |   |   |   |
| 60 | 1115104934 | testimhgg                 | M | Minor dependant son             | 1 |              |            |                             |   |   |   |   |   |
| 61 | 1115104934 | testinggg                 | F | Dependant unmarried daughter    | 2 |              |            |                             |   |   |   |   |   |
| 62 | 1115104934 | testing                   | M | Minor dependant son             | 3 |              |            |                             |   |   |   |   |   |
| 63 | 1115104934 | testzingipppp             | M | Minor dependant son             | 4 |              |            |                             |   |   |   |   |   |
| 64 | 1115104934 | spouse                    | M | Spouse                          | 5 |              |            |                             |   |   |   |   |   |
| 65 | 1115104935 | ZDFGSFDG                  | M | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 66 | 1115104935 | dfgdg                     | M | Dependant Brother               | 1 |              |            |                             |   |   |   |   |   |
| 67 | 1115104935 | dfghdfgh                  | M | DEPENDANT SON- RECEIVING EDI    | 2 |              |            |                             |   |   |   |   |   |
| 68 | 1115104936 | TEST HIS PH1              | F | Self                            | 0 |              |            |                             |   |   |   |   |   |
| 69 | 1115104936 | efwewr                    | M | Dependant son receiving educati | 1 |              |            |                             |   |   |   |   |   |
| 70 | 1115104936 | ABCD                      | M | Dependant infirm son            | 2 |              |            |                             |   |   |   |   |   |
| 71 | 1115104937 | Meele sei deekabith reddu | M |                                 | 0 | 902178473571 | 0948208218 | Relation not correct        |   |   |   |   |   |

# Bulk Aadhaar Seeding Template

## Downloading and submission of 3rd File



**Employer** Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                 |                                                              |                                                                       |
|-------------------------------|-------------------------------------------------|--------------------------------------------------------------|-----------------------------------------------------------------------|
| Employer Code:*               | <input type="text" value="110000000000000002"/> |                                                              |                                                                       |
| Bulk Upload via Excel File :* | <input type="button" value="Browse..."/>        | 3rd file upload.xlsx                                         | <a href="#">Upload Excel File</a> <a href="#">Download Excel File</a> |
| <b>Employer Code</b>          | <b>Date of submission</b>                       | <b>Action</b>                                                |                                                                       |
| 110000000000000002            | 21/11/2024                                      | <a href="#">Click Here to view Status for further action</a> |                                                                       |
| 110000000000000002            | 21/11/2024                                      | <a href="#">Click Here to view Status for further action</a> |                                                                       |

**Note:**

- 1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded in Application.
- 2. In case of minor, IP/Parent/guardian mobile number to be uploaded
- 3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.
- 4. The mobile number tagged with the Aadhaar of the beneficiaries may only be updated.

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# Employer \_ Bulk Aadhaar Seeding\_ Upload 3rd file Successfully



Employer Bulk Aadhaar Seeding (of existing Insured Persons)

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| Employer Code      | Date of submission | Action                                                       |
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| 110000000000000002 | 21/                | <a href="#">Click Here to view Status for further action</a> |

Note:

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2. In case of minor, IP/Parent/guardian mobile number to be uploaded.

3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.

4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

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Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                                                                                                                                   |
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**Note:**

1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded in Application.

2. Incase of minor, IP/Parent/guardian mobile number to be uploaded

3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.

4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

# Bulk Aadhaar Seeding Template

## Downloading and submission of 4th File



**Employer** Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                                                                                                  |
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| Employer Code      | Date of submission | Action                                                       |
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| 110000000000000002 | 21/11/2024         | <a href="#">Click Here to view Status for further action</a> |
| 110000000000000002 | 21/11/2024         | <a href="#">Click Here to view Status for further action</a> |

- Note:**
- 1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch Aadhaar will not be seeded in Application.
  - 2. Incase of minor, IP/Parent/guardian mobile number to be uploaded
  - 3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.
  - 4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

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# Employer \_Bulk Aadhaar Seeding 4th File



FILE   HOME   INSERT   PAGE LAYOUT   FORMULAS   DATA   REVIEW   VIEW

Balakishan Medishetti

D15   :   ✕   ✓   fx   Dependant unmarried daughter

|    | A          | B                             | C      | D                                   | E        | F             | G            | H                               | I | J | K | L | M |
|----|------------|-------------------------------|--------|-------------------------------------|----------|---------------|--------------|---------------------------------|---|---|---|---|---|
| 1  | IPNumber   | Name                          | Gender | Relationship                        | MemberId | AadhaarNumber | MobileNumber |                                 |   |   |   |   |   |
| 2  | 1116498855 | qwerty                        | M      | Dependant Brother                   | 2        |               |              |                                 |   |   |   |   |   |
| 3  | 1116498855 | axdfgfdsg                     | F      | Dependant sister                    | 3        |               |              |                                 |   |   |   |   |   |
| 4  | 1116498855 | test eight                    | M      | Dependant Brother                   | 4        |               |              |                                 |   |   |   |   |   |
| 5  | 1116498855 | iuytrty                       | F      | Dependant sister                    | 5        |               |              |                                 |   |   |   |   |   |
| 6  | 1123797247 | Purushotham Kondam            | M      | Self                                | 0        | 596445991679  | 9490989677   | optout-no                       |   |   |   |   |   |
| 7  | 1123797247 | Cherreddy Venkata Subba Reddy | M      |                                     | 3        | 835631438380  | 9490989677   | Relation not correct            |   |   |   |   |   |
| 8  | 1123797247 | Mrigendra Kumar               | M      | Minor dependant son                 | 2        |               |              |                                 |   |   |   |   |   |
| 9  | 1123797247 | test spouse                   | F      | Spouse                              | 1        |               |              |                                 |   |   |   |   |   |
| 10 | 1123797247 | child below two years         | M      | Minor dependant son                 | 4        |               |              |                                 |   |   |   |   |   |
| 11 | 1199900090 | Rikkala Naveen Reddy          | TG     | Self                                | 0        |               |              |                                 |   |   |   |   |   |
| 12 | 1199900090 | Rikkala Naveen Reddy          | M      | Spouse                              | 1        |               |              |                                 |   |   |   |   |   |
| 13 | 1199900090 | Rikkala Naveen Reddy          | TG     | Dependant infirm unmarried daughter | 43       |               |              |                                 |   |   |   |   |   |
| 14 | 1199900090 | Baby of Subbu a               | M      | Minor dependant son                 | 44       |               |              |                                 |   |   |   |   |   |
| 15 | 1199900090 | Goutham Beemreddy             | M      | Dependant unmarried daughter        | 47       |               |              |                                 |   |   |   |   |   |
| 16 | 1199900090 | UAT BABY WOW                  | TG     | Dependant unmarried daughter        | 48       |               |              |                                 |   |   |   |   |   |
| 17 | 1199900090 | home sample collection        | F      | Dependant unmarried daughter        | 49       |               |              |                                 |   |   |   |   |   |
| 18 | 1199900090 | rfdgfgd                       | F      | Dependant infirm unmarried daughter | 50       |               |              |                                 |   |   |   |   |   |
| 19 | 11999000   | rfdgfgd                       | F      | Dependant infirm unmarried daughter | 50       | 596445991679  | 9490989677   | Invalid ip                      |   |   |   |   |   |
| 20 | 5220047712 | UAT BABY WOW                  | TG     | Dependant unmarried daughter        | 48       | 596445991679  | 9490989677   | IP not belongs to this employer |   |   |   |   |   |
| 21 |            |                               |        |                                     |          |               |              |                                 |   |   |   |   |   |
| 22 |            |                               |        |                                     |          |               |              |                                 |   |   |   |   |   |
| 23 |            |                               |        |                                     |          |               |              |                                 |   |   |   |   |   |
| 24 |            |                               |        |                                     |          |               |              |                                 |   |   |   |   |   |
| 25 |            |                               |        |                                     |          |               |              |                                 |   |   |   |   |   |

# Bulk Aadhaar Seeding Template

## Downloading and submission of 4th File



**Employer** Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                                                                                                     |
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| 11000000000000002 | 21/11/2024         | <a href="#">Click Here to view Status for further action</a> |

**Note:**

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3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.  
4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

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Employer Code:\*\*

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Note:

1. Employer must ensure that the details uploaded are correct and as per Aadhaar. In case of mismatch, the details should be corrected and re-uploaded.

2. In case of minor, IP/Parent/guardian mobile number to be uploaded.

3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.

4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

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# Employer \_ Bulk Aadhaar Seeding\_ Upload 4th file Successfully



Employer Bulk Aadhaar Seeding (of existing Insured Persons)

|                               |                                                            |                                                  |                                                    |
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Aadhaar verification of Insured Persons through bulk upload is in process. Please view the status / result after 24 hours for further necessary action!.

| Employer Code      | Date of submission | Action                                                       |
|--------------------|--------------------|--------------------------------------------------------------|
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| 110000000000000002 | 21/11/2024         | <a href="#">Click Here to view Status for further action</a> |
| 110000000000000002 | 21/11/2024         | <a href="#">Click Here to view Status for further action</a> |
| 110000000000000002 | 21/11/2024         | <a href="#">Click Here to view Status for further action</a> |

**Note:**

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2. Incase of minor, IP/Parent/guardian mobile number to be uploaded  
3. User shall not change any details in template, he/she must enter Aadhaar and Mobile number only.  
4. The mobile number tagged with the Aadhaar of the beneficiaries may only be provided.

Employers/Users are advised to view the Report after 48 hours. For example, Employer has uploaded Bulk Aadhaar seeding sheet on 7 pm 01-09-2024, then he/she should check the status after 7pm 03-09-2024.

# Employer\_Bulk Aadhaar Seeding Report



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Cell Styles

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Format

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Add-ins

Analyze Data

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J7

|   | A          | B                       | C      | D                | E   | F             | G                             | H | I | J | K | L | M |
|---|------------|-------------------------|--------|------------------|-----|---------------|-------------------------------|---|---|---|---|---|---|
| 1 | IPNumber   | Name                    | Gender | Relationship     | Age | Mobile Number | Status                        |   |   |   |   |   |   |
| 2 | 1115104570 | Pareddy Sudha Rani      | F      | Dependant mother | 54  | 9911565159    | Opt out                       |   |   |   |   |   |   |
| 3 | 1115104570 | Gunukula Karnaker Reddy | M      | Self             | 26  | 8447730254    | Seeded                        |   |   |   |   |   |   |
| 4 | 1115104841 | Gunukula karnaker Reddy | M      | Self             | 30  | 8860508324    | Invalid Mobile/Aadhaar Number |   |   |   |   |   |   |
| 5 | 1115104841 | Gunukula karnaker Reddy | M      | Dependant mother | 30  | 8860508324    | Mismatch in data              |   |   |   |   |   |   |

Version 1.1 Revised On : 03-12-2024

# Employer\_Bulk Aadhaar Seeding Status



| Status                                                                       | Description                                                                                                                                                                                       | Corrective action                                                                                                                    |
|------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------|
| Opted Out                                                                    | IP/Beneficiaries receives 2 SMS, 1 for Terms and Condition, other one for OPT Out, if he/she selected to OPT Out, system will display status as ""Opted Out"                                      | As Aadhaar is not mandatory so IP/Beneficiaries has been a choice to either Opt Out or stay seeded                                   |
| "Provided Aadhaar number is already linked with Insurance number 1116XXXX55" | If Aadhaar number of IP/Beneficiaries is already linked to another IP/Beneficiaries system will display this message "Provided Aadhaar number is already linked with Insurance number 1116XXXX55" | User must use the correct Aadhaar number, or make sure whether he/she has already been allotted IP number in past to avoid duplicity |

# Employer\_Bulk Aadhaar Seeding Status



| Status                        | Description                                                                                                                                                                     | Corrective action                                                                                                                                                                                   |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Demographic Mismatch          | If UIDAI found the Name and Gender of individual is different from details of IP/Beneficiaries stored in ESIC Database then System result in this Status "Demographic Mismatch" | <div>1. Employer can Update IP/Bene. Details as per UIDAI using <b>“Update Employee Details workflow”</b></div> <div>2. Or Employer can Update IP/Bene. Details in UIDAI as in ESIC Database.</div> |
| Invalid Mobile/Aadhaar Number | User must upload correct mobile and Aadhaar number                                                                                                                              | User must upload correct mobile and Aadhaar number                                                                                                                                                  |



**Thank You**