



कर्मचारी राज्य बीमा निगम (उप क्षेत्रीय कार्यालय)
Employees' State Insurance Corporation (Sub Regional Office)

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

Ministry of Labour & Employment, Govt. of India)

(आइ.एस.ओ 9001-2008 प्रमाणित / ISO 9001-2008 Certified)

1897, त्रिची रोड, पंचदीप भवन, रामनाथपुरम, कोयंबतूर - 641045

1897, Trichy Road, Panchdeep Bhavan, Ramanathapuram, Coimbatore - 641045

दूरभाष/Tele : 0422-2362301-329 फ़ैक्स/Fax : 0422-2315970

ई-मेल/Email : dir-kovai@esic.in वेबसाइट/Website : www.esic.nic.in Toll Free: 1800 425 1897

GIST OF ELIGIBILITY CONDITIONS FOR ISSUING

'WARD OF INSURED PERSON' (IP) – CERTIFICATE

GROUP –I:

IP/IW should have been in Continuous Insurance Employment for period of **FIVE (05)** years, as on 01/01/2018, and contributions have been paid for at least 78 days in each contribution (9 contribution periods from Sl.no 1 to 9), during this **FIVE (05)** year period preceeding 01/01/2018 as per record. However, if the IP does not satisfy the requirement of the above 78 days (in the 9 contribution periods from Sl.no 1 to 9) on account of exigency / exigencies beyond the control of the IP, contributions paid in the periods at Sl.No (i) and (ii) will be considered for reckoning eligibility of 9 contribution periods with details as under:

SL.NO	CONTRIBUTION PERIODS FOR ACADEMIC SESSION 2018-2019	CONTRIBUTION PAID FOR NO. OF DAYS
(i)**	1 st April 2012 to 30 th September 2012	
(ii)**	1 st October 2012 to 31 st March 2013	
1	1 st April 2013 to 30 th September 2013	
2	1 st October 2013 to 31 st March 2014	
3	1 st April 2014 to 30 th September 2014	
4	1 st October 2014 to 31 st March 2015	
5	1 st April 2015 to 30 th September 2015	
6	1 st October 2015 to 31 st March 2016	
7	1 st April 2016 to 30 th September 2016	
8	1 st October 2016 to 31 st March 2017	
9	1 st April 2017 to 30 th September 2017	

On satisfying the above primary eligibility condition, the applicants may apply for ward of IP certificate through the link <http://www.esic.nic.in/admissionportal> and approach this office along with the print out of online application along with the list of documents (in original for verification), as listed in annexure.

**DEPUTY DIRECTOR
(BENEFITS)**



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GIST OF ELIGIBILITY CONDITIONS FOR ISSUING
'WARD OF INSURED PERSON' (IP) – CERTIFICATE

GROUP –I:

1. WARD OF IP WHO IS IN RECEIPT OF 'DEPENDENTS' BENEFIT' UNDER THE ACT
2. WARD OF IP IN r/o INSURED PERSONS WHO ARE RECEIVING 'PERMANENT DISABILITY BENEFIT' UNDER THE ACT FOR 40% OR MORE DISABILITY”

would be directly considered under Group - 1

The applicants may apply for ward of IP certificate through the link <http://www.esic.nic.in/admissionportal> and approach this office along with the print out of online application along with the list of documents (in original for verification), as listed in annexure.

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GIST OF ELIGIBILITY CONDITIONS FOR ISSUING

'WARD OF INSURED PERSON' (IP) – CERTIFICATE

GROUP –II:

IP/IW should have been in Continuous Insurance Employment for period of **FOUR (04)** years, as on 01/01/2018, and contributions have been paid for at least 78 days in each contribution (7 contribution periods from Sl.no 1 to 7), during this **FOUR (04)** year period preceding 01/01/2018 as per record. However, if the IP does not satisfy the requirement of the above 78 days (in the 7 contribution periods from Sl.no 1 to 7) on account of exigency / exigencies beyond the control of the IP, contributions paid in the periods at Sl.No (i) and (ii) will be considered for reckoning eligibility of 7 contribution periods with details as under:

SL.NO	CONTRIBUTION PERIODS FOR ACADEMIC SESSION 2018-2019	CONTRIBUTION PAID FOR NO. OF DAYS
(i)**	1 st April 2013 to 30 th September 2013	
(ii)**	1 st October 2013 to 31 st March 2014	
1	1 st April 2014 to 30 th September 2014	
2	1 st October 2014 to 31 st March 2015	
3	1 st April 2015 to 30 th September 2015	
4	1 st October 2015 to 31 st March 2016	
5	1 st April 2016 to 30 th September 2016	
6	1 st October 2016 to 31 st March 2017	
7	1 st April 2017 to 30 th September 2017	

On satisfying the above primary eligibility condition, the applicants may apply for ward of IP certificate through the link <http://www.esic.nic.in/admissionportal> and approach this office along with the print out of online application along with the list of documents (in original for verification), as listed in annexure.

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GIST OF ELIGIBILITY CONDITIONS FOR ISSUING

'WARD OF INSURED PERSON' (IP) – CERTIFICATE

GROUP –III:

IP/IW should have been in Continuous Insurance Employment for period of **THREE (03)** years, as on 01/01/2018, and contributions have been paid for at least 78 days in each contribution (5 contribution periods from Sl.no 1 to 5), during this **THREE (03)** year period preceding 01/01/2018 as per record. However, if the IP does not satisfy the requirement of the above 78 days (in the 5 contribution periods from Sl.no 1 to 5) on account of exigency / exigencies beyond the control of the IP, contributions paid in the periods at Sl.No (i) and (ii) will be considered for reckoning eligibility of 5 contribution periods with details as under:

SL.NO	CONTRIBUTION PERIODS FOR ACADEMIC SESSION 2018-2019	CONTRIBUTION PAID FOR NO. OF DAYS
(i)**	1 st April 2014 to 30 th September 2014	
(ii)**	1 st October 2014 to 31 st March 2015	
1	1 st April 2015 to 30 th September 2015	
2	1 st October 2015 to 31 st March 2016	
3	1 st April 2016 to 30 th September 2016	
4	1 st October 2016 to 31 st March 2017	
5	1 st April 2017 to 30 th September 2017	

On satisfying the above primary eligibility condition, the applicants may apply for ward of IP certificate through the link <http://www.esic.nic.in/admissionportal> and approach this office along with the print out of online application along with the list of documents (in original for verification), as listed in annexure.

**DEPUTY DIRECTOR
(BENEFITS)**

ANNEXURE

DOCUMENTS TO BE SUBMITTED ALONG WITH APPLICATION

(WITH 1 PHOTO COPY (self attested by IP & candidate) ALONG WITH ORIGINALS FOR VERIFICATION)

1. **E-PEHCHAN CARD (DULY ATTESTED BY EMPLOYER) OF IP/IW**
2. **NEET ADMIT CARD**
3. **COPY OF PROOF OF RESIDENCE**
4. **SSLC (10TH) CERTIFICATE**
5. **HSC(12TH) CERTIFICATE –PROVISIONAL / FINAL**
6. **SC/ST/OBC/PH CERTIFICATE (as specified in NEET Brochure)**
7. **AFFIDAVITS (For Female Candidates as at Annexure 7,8 of ESIC Admission Notice)**
8. **PROOF OF COMBINED INCOME OF PARENTS (IP + SPOUSE) for 2016-2017**
9. **PROOF OF WARD OF IP WHO IS IN RECEIPT OF ‘DEPENDENTS’ BENEFIT’ UNDER THE ACT.(if applicable)**
10. **PROOF OF WARD OF IP’ IN r/o INSURED PERSONS WHO ARE RECEIVING ‘PERMANENT DISABILITY BENEFIT’ UNDER THE ACT FOR 40% OR MORE DISABILITY” .(if applicable)**
11. **BIRTH CERTIFICATE OF CANDIDATE**
12. **SELF DECLARATION OF CANDIDATE**

ANNEXURE “A “ENCLOSED (for female candidates)

ANNEXURE “B” ENCLOSED (for male candidates)

13. **AADHAR CARD OF IP/IW & CANDIDATE**