

Online Payment of Monthly Contribution (SBI Net Banking)

Introduction

- 1. This user manual is in continuation of Monthly Contribution Help Document.
- 2. Users are advised to read this Manual only after they have gone through Monthly Contribution Help file in detail.
- 3. Currently Online Payment is enabled only for SBI account holders with Net Banking facilities.
- 4. Users are requested to keep following things ready while doing Online Payment
 - Install Security Certificates. <u>Click here</u> for Steps
 - SBI Netbanking User-Id and Password.
 - ESIC User-ID and Password

ESIC Website

- Users are advised to use following browsers for online transactions 1.
 - Mozilla Firefox 3.8 and above. 1
 - 2 IE 7.0 and above.
- 2. Please type <u>www.esic.in</u> in the "address bar". The page will automatically convert to

https://www.esic.in/ESICInsurance1/ESICInsurancePortal/PortalLogin.aspx as given in Figure 1 below

Login with ESIC User-id and Password. 3.



Successful Login

The application displays the hyperlinks under each of the modules as shown in Following figure. On clicking each link it redirects to specific section.

🖉 ESIC - Windows Internet Explorer		
COO - Intp://www.esic.in/InsuranceGlobalWebV10/ESIC	InsurancePortal/PortalHome.aspx?UserName=vcIxOYJRnSKxr 💌	✓ Yahoo-FileServe
File Edit View Favorites Tools Help		
🚖 Favorites 🚖 🙋 Suggested Sites 👻 🙋 Free Hotmail 🙋 V	Web Slice Gallery 🔻	
€ ESIC		🛐 🔹 🔝 🔹 🖶 👻 Page 🗸 Safety 🕶 Tools 🕶 🕢 🎽
Last	: Logged in Saturday, September 24, 2011 at 4:12	PM
EMPLOYER	EMPLOYEE	MONTHLY CONTRIBUTION
Update Employer Details	Insert IP Details	Left Employee
<u>Create Subunit Registration</u>	<u>Register New IP</u>	File Monthly Contributions
<u>Change Password</u>	Update IP Details	<u>Generate Challan</u>
 Help for Monthly contribution and Challan 	Print Counter Foil	 Modify Challan
 Help File for Contractor/Principal Employer 	List of Employees	<u>ViewContributionHistory</u>
Mapping and Contribution		<u>Miscellaneous Challans</u>
		<u>Contractor/Principal Employer Master</u>
		IP Mapping with Contractor/Principal Employer
		Bulk IP Mapping with Contractor/Principal Employer
		 <u>View Contribution History(Contractor/Principal</u> Employer Wise)
		Self Certification
		<u>View RC</u>
		Recovery/Defaulter Challan
		OnlineChallan Doubleverification
DISCLAIMER: Content owned, maintained and updated by Employees S	State Insurance Corporation. Copyright © 2009, ESIC, India. All Right	s Reserved. Best viewed in 1024 x 768 pixels, Designed and Developed
Done, but with errors on page.	by wipro ETD.IP Address : 38.	See Internet
🛃 Start 📄 2 Note 🔹 🥹 Microsof 🤩 a	3 Rem 👻 🏉 ESIC - W 🦉 1 - Paint 🛛 🗁 FileSe	rv 🔄 Docume < 🏷 🏷 🎯 🖓 🗭 🖉 🛞 4:31 PM

Filing of Monthly Contribution (No Change in this Process)

- User has filed the monthly contribution using 'Online Monthly Contribution Screens". (Figure 3)
- 2. On Submission User will get "Preview" page. (Figure 4).
- 3. User is required to click on "Submit" to submit the Monthly Contribution details to ESIC. (Figure 4)

Figure-4

aontnij	ly Contribution Deta	113						* Requied Fields	E	mployer >Monthly					
imple	yer's Name:	dummy employer update one			Cor	ntribution Period:	JuF2011			Contribution					
Emplo	yer's Code No.:	26009073540001101			Rog	jion Code:	RC - Rajendra Pla	ice	Month	lv Contribution Detai	ils				
SLNo.	Insurance Numbe	r Insured Person	No. of Days for Which Wages Paid / Payable*	Total Monthly Wages*	P Contribution	Reason For Zero	o Working Days*	Last Working Day							
1	1000230000	Kadavul	30	1000	175	Select	Ψ.		Empl	oyer's Name:	dummy	remployer update one	Contribution Period:	Jul-2	J11
2	1000230001	Raju	30	1000	175	Select	V		Empl	oyer's Code No.:	260098		P : 0	a sta	
3	1000230002	Laxmi	30	1000	175	Select	V					Payment History			
4	1000230003	Kiran	30	1000	175	Select	v		SLIIo	Insurance llumber	r				
5	1000230004	Kirana	30	10000	175	Select	v.		onno		1	Total IP Contribution(Rs.)			2100
6	1113808720	TEST VAFUN	30	1000	175	Select	7		44	2000000528	Lava	Total Employer Contribution/Do)			5700
7	1113809331	888	30	1000	175	Select	v		11	2000099526	Lava	Total Employer Contribution(KS.)			0/00
8	2000099522	nANDHINI emp	30	1000	175	Select	w.		12	2612409538	- KYA	Grand Total (Employee & Employer Contribution)(Rs.)			7800
9	2000099523	Lavanya	30	1000	175	Select	V				-	Total Central Government Contribution(Rs.)			0
10	2000099525	Lavanya Sludpated	30	1000	175	Select	v					Total Wages(Rs.)			1200
	1 Nest You Are In Page 1								NB:	Please enter lp de	tails in				
NB: P	Ylease enter lp de	tails in all pages for filir	ng(submitting) MC [s	i <mark>data</mark> Save][Previe	ew Can	cel]						Sulomit Clos	2		

Figure-3

Insurance Revenue-Online Payment Gateway User Manual * Required

Last Working Day

Online Payment – After filing of Monthly Contribution

4. On submission user can make Payments using "Online Payment via SBI Net-Banking" straightaway by clicking on "Pay Online". (Figure 5) (Create Challan will go for offline payment as it is happening currently)

Month	y Contribution Detail	ls			* Required Fields			
Emplo	yer's Name:	dummy	employer undate one Contribution Period: Jul-2	011				
Emplo	yer's Code No.:	260098	Payment History	ce				
SI.Ho.	Insurance Number		Total IP Contribution(Rs.)	2100	Last Working Day			
			Total Employer Contribution(Rs.)	5700				
11	2000099526	Lava	Grand Total (Employee & Employer Contribution)(Rs.)	Grand Total (Employee & Employer Contribution)(Rs.) 7800				
12	2612409538	KYA'	Total Central Government Contribution(Rs.)	0				
			Total Wages(Rs.)	120000				
			(Australia Charles)					
Paym	ent Updated Suce	essFull	Greate Challais					
			Pay Online					
			Class					
			Close					

Online Payment – After filing of Monthly Contribution (contd..)

5. Click on 'OK' to proceed with Online Payment (Figure 6)

/lonthl	y Contribution Detai	ls								* Required Fields	
Emplo	yer's Name:	dummy	employer undate one			Contribution Period	: Jul-2	2011			
Emplo	yer's Code No.:	260098	Payment History	ment History _{ce}							
SI.No.	Insurance Number Total IP Contribution(R		Total IP Contribution(Rs.	The page	e at http://www.esic.in says:	×		2100		Last Working Day	
			Total Employer Contribut		u and a state for the state of the			5700			
11	2000099526	Lava	Grand Total (Employee &	8 Your request is submitted. Please wait 7800		1					
12	2612409538	KYA'	Total Central Governmer	_				0			
			Total Wages(Rs.)		OK			120000			
Payment Updated SucessFull				Please Wait							
	Close										

Online Payment – After filing of Monthly Contribution (contd..)

- 6. Note the challan Number for future reference (Figure 7)
- 7. Click on Continue
- 8. This will re-direct to SBI Netbanking landing page. (Figure 8).

Figure-7

Please note down the ChallanNumber : 02611113402296 for future reference

Please click on continue to proceed for the payment Continue

0

Online Payment – After filing of Monthly Contribution (contd..)

9. Login with Net-banking user-id and password

भारतीय स्टेट बैंक State Bank of India With you - all the way													4
Login								:	26-Se	p-201	1 [05:	:09 P	M
	Onli	line V	/irtu:	al Ke	yboa	ard							
User Name * 📊	+	_	*)	Ĥ	%	- (-	\$	Ø	8.	^	1	-
		7	8	5	-4	0	6	1	9	2	З	=	
Password *	q	t	е	r	W	р	0	У	i	u	{	3	
🗖 Enable Virtual Keyboard	d	g	f	a	s	k	1	h	j	Ε	1	1	
	~	с	V	z	m	b	n	<			:	;	
Submit Reset	~												

10. Select the internet banking account no and click on confirm button. (Figure 9)

11. Click on final confirm button. (Figure 10)

Figure-9

Your previous site visit: 25-Sep-2011 21:46 IST Employee State Insurance Corporation 26-Sep-2011 [17:17] You can debit any of your transaction accounts to pay Employee State Insurance Corporation. Select an account and enter Employee State Insurance Corporation payment details Balance Account No. / Nick name Branch Account Type INTERNET BANKING Savings Account KONKAN BHAVAN INR 712.61 Challan No 02611113402870 26009876540001101 Party Reference Number Party Name dummy employer update one 10 Amount Confirm Reset Click here to abort this transaction and return to the Employee State Insurance Corporation site

Figure-10

Employee State Insurance Corporation

26-Sep-2011 [17:19 IST

Please find below the	Please find below the last three transactions made by you for Employee State Insurance Corporation.									
Reference No.	Account No.	Branch Name	Transaction Date	Amount (INR)	Status					
IG69001375	00000030444052610	KONKAN BHAVAN	26-Sep-2011	2,000.00	Failure					
IG69001084	00000030444052610	KONKAN BHAVAN	26-Sep-2011	1.00	Success					
IG68965261	00000030444052610	KONKAN BHAVAN	26-Sep-2011	1.00	Success					

Verify and confirm Employee St Debit Account Details	tate Insurance Corporation transaction details	
Account No.	Description	Branch
00000030444052610	Savings Account	KONKAN BHAVAN
Challan No	02611113402870	
Party Reference Number	26009876540001101	
Party Name	dummy employer update one	
Amount	10	

Confirm Back

Click here to abort this transaction and return to the Employee State Insurance Corporation site

Insurance Revenue-Online Payment

Gateway User Manual

12. After clicking on Confirm button, success page will display. (Figure 11)

Figure-11

Employee State Insurance Corporation

Account Details Reference No. Debit Account No. Challan No Amount Status

Debit Branch

Date - Time

IG69005306 00000030444052610 02611113403387 INR 1.00 Completed Successfully KONKAN BHAVAN 26-Sep-2011 17:32 IST

Click here to return to the Employee State Insurance Corporation site. Else, you will be automatically redirected to the Employee State Insurance Corporation site in 10 second

26-Sep-2011 [05:32 IST] 😨 H

Online Payment – Successful Payment Confirmation

13. The page will re-direct to ESIC portal back(Figure 12) with SUCCESS details automatically after few seconds or on clicking 'Click here' in Figure 11.14. User may print the page if necessary.

Figure-12

Monthly Contribution > Online Challan Form

Transaction Details						
Transaction status:	Completed successfully					
Employer's Code No:	26009376543C011D1					
Challan llumber :	02611113403387					
Challan Date	26-09-2011					
Amount Paid:	1					
Bank Name:	State Bank Lt India					
Transaction Humber:	1669005306					
Print Cose						

Online Challan Generation through Generate Challan link.

- 1. Click on Generate Challan Link (Figure 14)
- 2. Redirects to Figure 15. Click on View.

Figure-14



Figure-15	-15 Monthly Contribution > Online Monthly Contribution > Payment								
<u></u>	Payment Details		*1	Required Fields					
	Employer's Code No*	26009876540001101	View						

Insurance Revenue-Online Payment Gateway User Manual 3. Select the record against which employer wishes to make payment. Enter the amount users wishes to pay.

(Note: If Employer chooses the "Offline" mode it will generate challan as per existing procedure. Refer Monthly Contribution Help File)

Monthly Con	onthily Contribution + Online Wondhily Contribution + Payment							
Payment	Details							* Regime Fields
temployer's Cade Bau* 200901054000110			301-01	Vev				
Employer's Namet during imployers			dentity implementation	114	Region Code:		(R0-Jublics)	
Select	MC Period	Гарти	et Pue	Paymont Date Date		Adjuste Streount		Amount Field
	Ap(2007	\$3100		21052804		4		U
	Mar2007	63:00		2 5492007		¢		0
	Tex2007	53.00		25/9/2007		¢		0
	.00207	43:00		31/2/2007		€		0
							_	
Total Con	Anostoe Pue:	V			Anseights be Faid	Against Contributions	ų	
Total Area	ount Due:				0			
Total Arm	ount to be Paid?					0		
						_		
Payment	Moder*				Continue C Onle	*		
				Salart	Carrol			

- 4. Select online option and click on submit button.
- 5. A message will appear. User should click 'OK' on the message,
- 6. Do the steps from slide 8 to 12.

Figure-17

Monthly Contribution > Online Monthly Contribution > Payment

Payment [Details								* Required Fields	
Employer's Code No* 260098			76540001101	View						
Employer's Name: dummy employer			dummy employer u	pdate one	Region Code:		SRO-Luc	SRO-Ludhiana		
Select	MC Period	Payme	nt Due	Payment Due Date		AdjustedAr	nount	Amount Paid		
	Jan2011	13650.0	00	The page at http://www.	esic.in says:	×		3.00		
	Apr2007	53.00						0		
	Mar2007	53.00		Your request is su	ibmitted. Please wait			0		
	Feb2007	53.00						0		
		_			UK				1 <u>2</u>	
				,						
Total Cont	tribution Due:	13647			Amount to be Paid	Against Con	tribution:	13647		
Total Amo	ount Due:				13647					
Total Amo	ount to be Paid:"					13647				
Payment I	Mode:*				O Offline 💿 Onlin	ne				
				Please Wait	Cancel					

Cross check or Re-Print of Successful Transaction

1. Click on Online Challan Double verification link (Figure 18)

Figure-18



- Update Employer Details
- Create Subunit Registration
- Employer Annual Information Returns
- Change Password
- Help for Monthly contribution and Challan
- Help File for Contractor/Principal
 Employer Mapping and Contribution

EMPLOYEE

- Insert IP Details
- Register New IP
- Update IP Details
- Print Counter Foil
- List of Employees
- Pehchan Follow Up

MONTHLY CONTRIBUTION

- Left Employee
- File Monthly Contributions
- Generate Challan
- Modify Challan
- ViewContributionHistory
- Miscellaneous Challans
- OnlineChallanDoubleVerification
- Contractor/Principal Employer Master
- IP Mapping with Contractor/Principal Employer
- Bulk IP Mapping with Contractor/Principal Employer
- <u>View Contribution</u> <u>History(Contractor/Principal Employe</u> <u>Wise)</u>
- Self Certification
- View RC
- Recovery/Defaulter Challan

Cross check or Re-Print of Successful Transaction (Contd..)

- 3. Challan Double verification page will display
- 4. Enter the Challan No in Challan Number Text box and click on submit

Figure-19

Monthly Contribution > Online Challan Status

ChallanDoubleVerification		* Required Fields
Employer's Code No.:	26009876540001101	
ChallanHumber	02611111458419	
	Submit Cancel	

Re-Print of Successful Transaction (Contd..)

5. Re-print the success page (Figure 20)

Figure-20

Fransaction Details		
Transaction status:	Transaction Completed Successfully	
Employer's Code No:	26009876540001101	
Challan Humber :	02811111458419	
Challan Date	9/26/2011 7:03:57 PM	
Amount Paid:	1.00	
Bank Name:	StateBankofIndia	
Transaction Number:	1669019760	
Print Close		

Failed Online Transactions Scenarios

- 1. Online Challan was created, but payment was aborted due to connectivity issues.
- 2. Transaction was aborted due to shortage of funds.
- 3. Transaction was aborted as User forgot the net-banking userid/password.
- Transaction was aborted due to failure in ESIC site to redirect to SBI page.
- 5. Transaction was aborted due to problem in SBI site.
- 6. Transaction was aborted due to link failure.
- 7. Any other cases where transaction was unsuccessful.

How to reprocess a failed Transaction (Contd..)

To complete the failed transaction (wants to pay through online payment) the Employer is required to click on link "Online Challan Double Verification". **Figure -21**

EMPLOYER

- Update Employer Details
- Create Subunit Registration
- Employer Annual Information Returns
- Change Password
- Help for Monthly contribution and Challan
- Help File for Contractor/Principal
 Employer Mapping and Contribution

EMPLOYEE

- Insert IP Details
- Register New IP
- Update IP Details
- Print Counter Foil
- List of Employees
- <u>Pehchan Follow Up</u>

Figure-21

MONTHLY CONTRIBUTION

- Left Employee
- File Monthly Contributions
- Generate Challan
- Modify Challan
- ViewContributionHistory
- Miscellaneous Challans
- OnlineChallanDoubleVerification
- Contractor/Principal Employer Master
- IP Mapping with Contractor/Principal Employer
- Bulk IP Mapping with Contractor/Principal Employer
- <u>View Contribution</u> History(Contractor/Principal Employe Wise)
- Self Certification
- View RC
- <u>Recovery/Defaulter Challan</u>

1. Enter the Challan No in Challan Number Text box and click on submit button to continue the failed transaction.(Figure 22)

Monthly Contribution > Online Challan Status				
ChallanDoubleVerification				* Required Fields
Employer's Code IIo.:	26009076540001101			

Challanllumber	02611111458420	
	Submt Cancel	

- 2. The page will display the challan number and challan amount where the user is required to click on "Make Payment" to connect to SBI Net Banking.(Figure 23)
- 3. Once user clicks 'Make Payment' on the message, it will Re-direct to SBI Net-banking portal as mentioned in Figure 7(slide 8). The process will be same till Figure 12 (slide 12).



Online Payment - Limitations

- 1. If Contribution due for a particular month is Rs 1000 and employer has created an Offline System Generated Challan for payment towards Rs 1000 then Employer cannot make Online Payment towards the same even if the earlier challan is not deposited or unrealised.
- 2. If Contribution due for a particular month is Rs 1000 and employer has created an Offline System Generated Challan for payment towards Rs 700 which is not realised, then Employer can make Online Payment towards only the remaining amount i.e. Rs 300.
- 3. Employer has initiated an Online Payment for Rs 200 against total dues of Rs 1000. If transaction fails, then employer cannot modify the challan amount during Online Double Verification. Employer has to first complete this transaction and then can do another transaction to make balance payment of Rs 800.

•<u>Download the Chain.zip</u> and extract to the local folder.

•Double Click the first Certificate CCA India 2011.cer, which will open a dialog window to install the certificate

Certificate
General Details Certification Path
Certificate Information
This certificate is intended for the following purpose(s): • All issuance policies • All application policies
Issued to: CCA India 2011
Issued by: CCA India 2011
Valid from 3/ 11/ 2011 to 3/ 11/ 2016
Install Certificate Issuer Statement Learn more about certificates
ОК

•Click on the Install Certificate button to continue with installation.

•Certificate Import Wizard will open



Click Next button

•Select "Place all certificates in following store" option and spec

Certificate Import Wizard
Certificate Store Certificate stores are system areas where certificates are kept.
Windows can automatically select a certificate store, or you can specify a location for the certificate.
Automatically select the certificate store based on the type of certificate
Certificate store:
Browse
Learn more about <u>certificate stores</u>
< Back Next > Cancel

Click Browse to the select the Certificate Store Path



• Select Trusted Root Certification Authorities

Certificate Import Wizard
Certificate Store
Certificate stores are system areas where certificates are kept.
Windows can automatically select a certificate store, or you can specify a location for the certificate.
Automatically select the certificate store based on the type of certificate
Place all certificates in the following store
Certificate store:
Trusted Root Certification Authorities Browse
Learn more about <u>certificate stores</u>
< Back Next > Cancel

•Click Next

Certificate Import Wizard	-	×		
	Completing the Certificate Import Wizard			
	The certificate will be imported after you click Finish.			
	Certificate Store Selected by User	Trusted Root Certifica		
	Content	Certificate		
	۰ III	•		
	< Back F	Finish Cancel		

Click Finish to complete the installation of the selected Certificate



•Continue the Steps 1 to 10 for the remaining Certificates also NIC CA 2011.cer, NIC sub-CA for NIC 2011.cer and esicfile.pf. •Double Click the Certificate CCA esicfile.pfx, which will open a dialog

Certificate Import Wizard



• Click on Next> until the below dailog box opens

Certificate Import Wizard	×
Password To maintain security, the private key was protected with a password.	
Type the password for the private key.	
Password:	
Enable strong private key protection. You will be prompted every time the private key is used by an application if you enable this option.	
Mark this key as exportable. This will allow you to back up or transport your keys at a later time.	
< Back Next > Cance	

Enter Password esic6465 and click on Next and Continue steps from 6 to 10

•Upon Successful installation of all the 4 Certificates. Open Certmgr.msc from the run command.

•Select Trusted Root Certification Authority \rightarrow Certificates \rightarrow Select www.esic.in \rightarrow Double Click \rightarrow Certificate Path should be as shown below



