



Maternity Benefits

A Guide to Entitlements Under the Maternity Benefit Act, 1961 & the ESIC Scheme

NON-ESIC POLICY • ESIC CLAIM PROCESS

Eligibility Under the Maternity Benefit Act, 1961



Who Qualifies

Any woman employee — permanent, probationary, full-time, or contractual — is covered by the Act.

Minimum Service Requirement

At least 80 days of work with the employer during the 12 months immediately preceding the expected date of delivery.

26 WEEKS

(6 months) paid leave for the 1st and 2nd child

Written request required to reporting manager, with a copy to HR

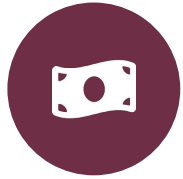
12 WEEKS

For the 3rd or subsequent child

6 WEEKS

Paid leave following a miscarriage or medical termination of pregnancy

Pay & Leave Rules During Maternity



Full Salary Continues

The employer must pay the employee her entire salary throughout the maternity leave period.



No Privilege Leave Accrual

Privilege Leave (PL) is not earned during maternity leave — there is no requirement to credit 2 leaves per month for this period.



Job Protection

Employers cannot dismiss or terminate a woman solely because she is pregnant or on maternity leave.

Why Maternity Leave Matters



Recovery & Care

Time to recover from childbirth and care for physical health.



Financial Security

Full salary and medical benefits continue during leave.



Job Security

Cannot be dismissed due to pregnancy or maternity leave.



Bonding Time

Essential time with newborns for attachment and bonding.



Career Continuity

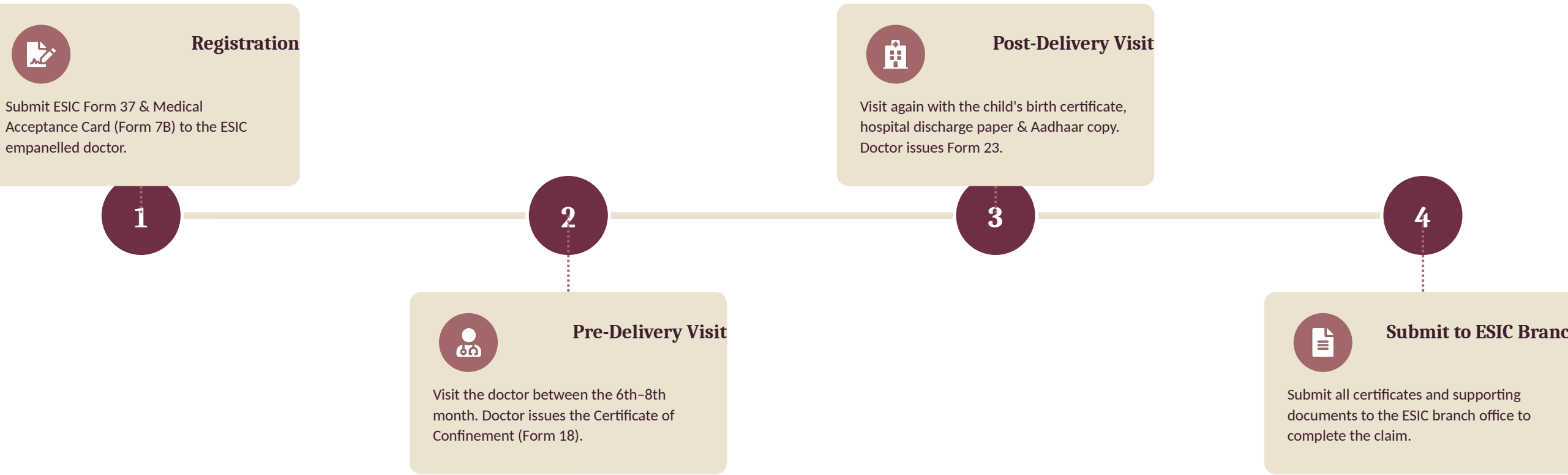
Take time off for delivery while continuing employment.



Family Well-being

Supports recovery and nurturing of mother and child.

Maternity Benefit Claim Through ESIC



Documents to Submit at the ESIC Branch Office



Original Form 18 (Pre-Delivery)



Original Form 23 (Post-Delivery)



ESIC Form 10 (obtained by Employer)



Self-declaration on surviving children (attested by Employer)



Original Hospital Discharge paper



PAN Card & Aadhaar Card of the IP



Bank details for benefit receipt (Passbook / Cancelled cheque)



Childbirth Certificate



ESIC e-Pehchan form



ESIC Form 37

Two Paths, One Purpose

Supporting new mothers with income security, job protection, and time to care for their families.



Non-ESIC Employees

Governed by the Maternity Benefit Act, 1961 — full paid leave via the employer, based on tenure and family size.



ESIC-Covered Employees

Benefit claimed through empanelled doctors and the ESIC branch office, supported by a defined document checklist.