

Digital Payslip

Following are the steps to be followed to download PAYSLIP from HSL website

Step #1: Visit HSL website (www.hslvizag.in)

Step #2: Click on Member's login icon




Step #3: Click on link [Use this link EXCLUSIVELY to download payslip](#)

Step #4: You will be redirected to the following login page

Hindustan Shipyard Limited
Employee Self Service Portal
(Online Payslip)

...: LOGIN FOR HSL EMPLOYEES USING OTP (ONE TIME PASSWORD) :...

Enter Last 4-digit Badge No.*	<input type="text" value="Last 4-digit Badge No."/>
Select Date of Birth as per records*	<input type="text" value="Date of Birth in dd MMM yyyy"/>
Enter E-mail ID to receive OTP*	<input type="text" value="NIC E-mail ID"/>
Enter Captcha Code displayed below*	<input type="text" value="Captcha Code"/>



...: Instructions :...:

- Users with NIC E-mail ID are advised to the same to receive One Time Password (OTP).
- Ensure the given Email ID is ACTIVE and presently in USE to receive OTP.
- For any complaints / help w.r.t to LOGIN to this portal, employees may write to it[at]hslvizag[dot]in with last 4-digit badge no.

Step #4: Enter Badge No., Date of Birth, NIC email ID (use personal email ID only if you don't have NIC email ID) and click on '**Get OTP**' button. An email with OTP would be sent to the email Id you have entered in the above form.

Step #5 (a): wait for few seconds and check if OTP is received to the email ID entered in the above form. If received, select the option '**OTP received**' else select '**OTP not received**' in the below form.

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Hindustan Shipyard Limited

Employee Self Service Portal (Online Payslip)

...: LOGIN FOR HSL EMPLOYEES USING OTP (ONE TIME PASSWORD) :...

OTP not received **OTP received**



OTP has been sent successfully to your email ID [it@hslvizag.in]

It might take sometime to receive OTP to above email ID. Please be patient.

Please use the OTP for one time login to this portal.

Step #5 (b): Enter the OTP, Captcha code and click on Submit button. If the OTP entered is correct / matched, the user will be logged in successfully.

Hindustan Shipyard Limited

Employee Self Service Portal (Online Payslip)

...: LOGIN FOR HSL EMPLOYEES USING OTP (ONE TIME PASSWORD) :...

OTP not received **OTP received**

Please enter OTP received to your
Email ID*

Enter Captcha Code displayed below*

Submit



Step #5 (c): if OTP is not received, select '**OTP not received**' and use **Resend** button to again send the OTP as shown below.

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Hindustan Shipyard Limited

Employee Self Service Portal

(Online Payslip)

...: LOGIN FOR HSL EMPLOYEES USING OTP (ONE TIME PASSWORD) :...

- 1. OTP not received** **2. OTP received**

Enter Last 4-digit Badge No.*

Select Date of Birth as per records*

Enter E-mail ID to receive OTP*

Enter Captcha Code displayed below*

Resend O T P



OTP has been sent successfully to your email ID [it@hslvizag.in]

Step #6: After successful login, click on the payslip icon below to go the download payslip page.



Logout



Welcome, S.S

- Badge #
- Date of Birth
- Age
- Designation
- Grade
- Department
- Joining Dt
- Service Completed
- Service Left
- Retirement Dt



DASHBOARD FOR EASY NAVIGATION



Digital Payslip

Step #7: Click the link Download Payslip for 03-2020 to download payslip

Logout

Select Month and Year

Payslips NOT yet published for 03-2020

Note: All the figures are in Rupees (₹)

Step #6: You must use logout button to successfully logout from ESS portal.