

URGENT

**HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN: C.I.G. ROAD:NEW DELHI-110002.
<http://esic.nic.in>**

No. A-33/13/1/2008-E.I

Dated: 18.12.2008

To

All RD/ JD I/c/ Director, Pune/ MS,
RO/ SRO/ ESIH/ ESIMH,
ESI Corporation,

Sub: Cases of consideration for Grant of benefit of 1st (12 years)/ 2nd (24 years) financial upgradation under ACP Scheme.

(Non-Medical Officers/ Officials)

Sir,

I am directed to request you to furnish the required information in respect of directly recruited P.A./ I.I./ AD & above (Non- Medical) of your Region latest by 31.12.2008 in the prescribed proforma enclosed (Annexure-I & Annexure-II), on the basis of service records of the officers/ officials, duly verified by the Regional Accounts Branch, for the purpose of consideration of cases for grant of benefit under ACP Scheme in terms of Hqrs. Office instruction issued vide E-III Memo No. A-27/17/1/97-Estt.-III dated 30.09.99.

This issues with the approval of AC (P&A)

Yours faithfully,

Encl:- As above

**(DEEPAK JOSHI)
JOINT DIRECTOR.E-I**

Cases for consideration under the ACP Scheme in terms of Hqrs. Office instruction issued vide E-III Memo No. A-27/17/1/5/97-Estt.III dated 30.09.99 in respect of those officers/ officials who have joined the Corporation on Direct Recruitment Basis in the cadre of P.A./ I.I./ A.D. & above and are due for grant of 1st (12 years) and or 2nd (24 years) financial upgradation upto 31.12.2008.

(Non- Medical Officers/ Officials)

ANNEXURE-I

Sl. No.	Name of the Officer S/ Sh./ Ms.	Present Designation	Date of Entry in ESIC	Date of appointment on direct recruitment basis in the grade of P.A./ I.I./ A.D. and above on regular basis	1st promotion on regular basis, if any, with date and designation	2nd promotion on regular basis , if any ,with date and designation	Whether regular promotion has been refused by the officer/ official at any time, if so, the details thereof	Whether any financial upgradation under ACP Scheme has been granted to the officer/ official earlier, if so the details thereof	Remarks, if any.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

ANNEXURE- II

(Information may be furnished only in respect of those officers/ officials whose name are figured in the Annexure-I)

Sl. No.	Name of the Officer S/ Sh./ Ms.	Present Designation	Vigilance Clearance (Regional)	Date of Charge-sheet(s) if any, issued and pending on or after 09.08.99 against the officer/ official (If more than one charge-sheet issued then furnish the required information in each case separately).	Date of order of imposing of penalty with its extent/ nature	Date of commencement of penalty	Date of completion of penalty. (In case of more than one penalty is imposed, the exact date of commencement / completion of penalty period in each case may be indicated separately)	Status as on date	Remarks, if any.
1.	2.	3.	4.	5.	6.	7.	8.	9.	10.

