



कर्मचारी राज्य बीमा निगम
EMPLOYEES' STATE INSURANCE CORPORATION
पंचदीप भवन, सी० आई० जी० मार्ग, नई दिल्ली - 110002
PANCHDEEP BHAWAN, CIG ROAD, NEW DELHI - 110002.
(Website address: www.esic.nic.in)

F.No. G-32/11/6/100/05-ISD

Dated : 08-09-2008.

To,

1. All Regional Directors/Jt. Directors I/c.
2. Addl. Commissioner (NTA).
3. All Medical Superintendents, ESICH/ESICMH/SSMCs/SMCs.
4. D(M)Delhi/D(M) Noida/Director(FWP), New Delhi.
5. Official Language Branch, Headquarters Office for Hindi version.
6. www.esic.nic.in
7. Guard file/spare copy.

Subject : **Condemnation of equipment - reg.**

Sir/Madam,

Many of our field offices have time and again been referring the issue relating to guidelines for condemnation of old computers and peripherals. The matter has been examined for formulation of policy regarding condemnation of old computer and peripherals.

After consideration of all relevant factors and concurrence of Finance and Accounts following policy has been approved by the Financial Commissioner.

The condemnation of equipments relating to computer and peripherals may be considered on recommendation of a Committee of officers on fulfillment of following conditions :-

- 1) Equipments are more than 5 years old, and
- 2) Equipments are certified by concerned Service Engineer to be unserviceable or spares are not available for repairing the breakdown.

A report on condemnation of computers and peripherals may be sent to Hqrs. Office for record, when any condemnation is done.

Yours faithfully,


(Arvind Kumar)
Joint Director (Sys.)