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**HEADQUARTERS OFFICE  
EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN, C.I.G. ROAD, NEW DELHI  
(ISO: 9000-2001 Certified)**

Website: <http://esic.nic.in> / [www.esic.org.in](http://www.esic.org.in)

No. D-12/11/Entertainment Allowance/2008-Genl

Dated: 01.01.2009

**C I R C U L A R**

In continuation of this office circular of even no. dtd. 16.9.2008, I have been directed to convey the approval of the Director General for reimbursement of expenditure incurred towards entertainment of official guests/visitors as given below:-

	<b>GRADE</b>	<b>Reimbursement of Expenditure per month</b>
1.	Directors in Hqrs. Office/ MRs./ AMS/DMS in Hospitals	Rs.1,000/-
2.	(i) JDs in Hqrs. Office (Estt. Br., Finance, Revenue, Benefit, Medical, PMD) (ii) JDs. In ROs/SROs./D(M)D / Hospitals	Rs.750/-
3.	(i) DDs. In Hqrs. Office (ii) DDs. In ROs./SROs./DOs./ D(M)D/Hospital (Admn., Fin. (Sr.-most), Insurance, Legal, General, New Coverage) and D(M)D.	Rs.500/-

The entitled officers posted in the offices having canteen facility, they should utilize the available facility for this purpose.

Wising you a happy and prosperous New Year 2009.

  
(M.S.DAHIYA)  
JT. DIRECTOR (G)

1. All Regional Directors/Director, Sub-Regional Offices, ESI Corporation
2. Additional Commissioner, NTA, Rohini, N. Delhi
3. All Joint Director (I/C), Sub-Regional Offices, ESI Corporation
4. D(M)D, D(M) Noida, Dir. (K.K. Nagar)
5. All Medical Superintendent, ESIC Model Hospitals.
6. Director (F)/JD E-V/ Director (Systems) for uploading on website.
7. Guard File.

(2)  
(5)