



HEADQUARTERS OFFICE,
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, C.I.G. MARG,
NEW DELHI-110002 : TELEPHONE & FAX NO.011-23234336

No. F-27/26/ECW/1/11-A/cs. III

Dated: 1st March, 2011

The Director (Finance)/ Jt. Director (Fin.)/
Dy. Director (Fin.)/ Asstt. Director (Fin.),
Regional Office/ Sub Regional Office/
E.S.I. Hospital/ Directorate (Medical) Delhi/
Office of SSMC & SMC/ NTA,
E.S.I. Corporation,

**Subject: Payment to all clients through E.C.S. - Commitment of the Corporation
in Diamond Jubilee Celebration.**

Sir,

In the Diamond Jubilee Celebration on 24.2.2011 held at Vigyan Bhawan, New Delhi on the occasion of ESIC Day, the Director General took certain commitments on behalf of staff & officers of ESIC with regards to improvement in the quality of service to our clients. The commitments are required to be fulfilled by 24th Feb. 2012 i.e. on the culmination of year long function of Diamond Jubilee of ESIC.

The pledge on behalf of Finance Division is that all the payments to our clients shall be made through Electronic Clearing System (ECS) and that too within 10 days from the claim being received in the office. You are, therefore, requested to take suitable action, by way of requesting all the 3rd party agency, to provide your office with their Account No., banking details and RTGS no., so that payment due to them is made directly in their bank account.

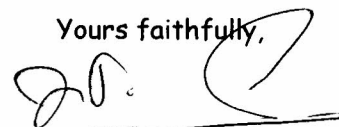
Necessary instructions may also be issued to all the sub-ordinate staff to clear the bills of 3rd party including tie-up hospitals, construction agencies, regular suppliers of stationery etc. and advertising & publicity agencies within the stipulated time frame of 10 days from receipt of bills/claims in respective offices. To fulfill the commitments made, earnest efforts are solicited from one and all and towards achieving the commitments

necessary progress have to be made despite any obstacle / struggles. No explanation for non adherence / non fulfillment of commitment is expected. The clearance of bills within 10 days and payment to the third party through bank transfer shall be ensured and this should be in place and effective from 15th March, 2011.

For the second commitment of the Director General, regarding computerization of monthly and annual accounts of the Corporation, you may please intimate the availability of systems etc. in the Accounts Branch and working of ERP modules. If the system is not placed the same may kindly be intimated for taking up the matter with Wipro. The availability/non-availability of the infrastructural facilities shall be sent to the undersigned on or before 15th March, 2011.

It is also requested that a system for monitoring the payments / clearance of bills may be put in place for clearance of the bills within stipulated time frame.

Yours faithfully,



(K. Rajasekar)

Director (Fin.)