



**EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN. C.I.G. MARG, NEW DELHI-2**

E-mail: jd-f2@esic.nic.in Fax No: 011-23217936

No. F-23/13/IT/10/A/cs-II

Dated: 08-04-2011

To,

All ACs-RDs/DIRECTORs I/Cs/JDs I/Cs

Subject:- Reconciliation of contribution received through system generated challan but credited to regional Office Account the Bank.

Sir,

As you are aware that the contributions collected by the SBI through the system generated challan are to be credited to the pool account of the Corporation whereby the amounts will be transferred directly to ESIC Account No. 1 (Central). However, it is understood that in a number of cases payments of contribution made by the employers through system generated challan have been credited by the SBI to the Regional Account No.1. Resultantly, in such cases the systems would show that the Challans have been generated by the employers but payments against these Challans have not been made, even though payments have been made and received. This position needs to be rectified through 'cash voucher' or 'journal voucher' applications in the ERP module.

It is proposed to rectify the position and properly account for these contributions collected through the system generated Challans but the proceeds credited to the Regional Account No.1. Hence, for this purpose, it is requested that the details of such Challans may be compiled at your end in excel format (as shown below) and mail to this office :-

challan_no	Realized_Date	Amount

An excel file containing the format is also sent herewith as attachment for convenience.

It is however, requested that the following may be ensured :-

1. The contributions have been received through system generated challan only.
2. That the amounts **have been** received and credited in the Regional Account No.1.
3. **No entries** have been made to incorporate the receipt of the contributions through **cash voucher /journal voucher** applications in the ERP module, earlier

It is also requested that hard copies of the above reports may also please be sent to us along with an authentication from the DD(F)/JD(F) to the effect that the amounts have been received and credited to the Regional Account No.1

This issues with the approval of Director (Fin.)

Yours faithfully,

**(R.KESHAVADAS)
JT. DIRECTOR (FIN.)**

Copy to:

IC,

AC (Systems)

J.D. (Systems) with the request that the above letter along with the excel format may kindly be uploaded to our website.

All JD(F)/ DD(F)