



**HEADQUARTERS OFFICE  
EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN, C.I.G. ROAD, NEW DELHI- 02**

No. A-19/11/169/98 Med-IV

Dated: 23/08/2010

To,

**The Director (Med) Delhi / Noida,  
All M.S of ESIC Hospitals/All SSMCs/SMCs.**

**Sub:- Clarification on issue of NOC for applying passport/Renew of passport/ Visa.**


**Madam/Sir,**

I am directed to convey the order of Director General that the issue of NOC for application / renewal of passport, Visa may be issued at the level of controlling officer i.e. Director (Med) Delhi / Dir(Med)Noida / M.S./SSMC/SMC. In accordance with Ministry of External Affairs instruction issued vide memoranda no. VI / 401/40/83 dated 09/07/09.

However, the applications for sanction of leave and grant of permission for going abroad be forwarded to Hqrs. Office for approval of competent authority.

All cases which are already under consideration on the above subject in Hq. Office may be settled at your own level in accordance with above order.

Yours faithfully,

  
**(AKSHAY KALA)  
Jt. Director(M.A)**

Copy to:-

1. PS to CVO / IC / MC /AC (P&A) / DMC(Hq) / DMC(ME) / DMC (RC) / DMC(ISM) / DD(MA).
2. E-I & II, Vigilance Branch, Hqrs. Office.
3. MSU Branch with request to add in DOP.
4. Guard file / Spare copy.
5. System branch, Hq. Office for upload, it on ESIC web-site.

  
**Jt. Director(M.A)**