

**HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN: C.I.G. ROAD:NEW DELHI-110002.**

<http://esic.nic.in>

No.A-25/11/2/2000-E.I

Dated : 18 .05.2009

To,

- | | | |
|---|--|---|
| 1. The Director(Med.) Delhi
ESI Hospital Complex,
Basaidarapur,
Ring Road,
<u>New Delhi.</u> | 2. The Jt. Director-I/c
ESI Corporation,
Sub Regional Office,
<u>Ludhiana.</u> | 3. The Regional
Director,
ESI Corporation,
Regional Office,
<u>Parwanoo(HP).</u> |
|---|--|---|

Sub: Grant of Special Disability Leave- delegation of powers – Reg.

- Ref.: 1) Directorate(Med.) Delhi letter No.DMA-20/17/62/80-E.II(M) dated 04.02.2009 regarding Special Disability Leave case of Shri Rameshwar Dass, R/S**
- 2) SRO Ludhiana letter No.PB-26/20/12/11/PF dated 18.12.08 regarding Special Disability Leave case of Shri Rajiv Kumar, UDC**
- 3) R.O. Parwanoo(HP) letter No.HP-14/A/52/12/2007-08Admn. dated 02.09.08 regarding Special Disability Leave case of Shri Mast Ram, Assistant**

Sir,

I am directed to refer to your office letter under reference on the subject cited above.

In this connection, I have to inform that as per the delegation of powers RD/ Jt. Director-I/c and Director(Med.) Delhi is having full powers to sanction all kind of leaves in respect of employees of Group-'C' & 'D'. Further as per Hqrs. office instruction dated 07.04.2004 RD/ Jt. Director-I/c and Director(Med.) Delhi are not competent to sanction Special Disability Leave of I.I./Branch Mgr. Gr.II/ Superintendent where they are not appointing authority(copy enclosed).

Accordingly, you can take decision to sanction of Special Disability Leave in respect of Group-'C' & 'D' employees(except I.I./Br. Mgr. Gr.II/Superintendent) at your own level, after satisfying the genuineness of the case & circumstances leading to disability, within the prescribed provisions.

Yours faithfully,

Encl: As above


(DEEPAK JOSHI)
JOINT DIRECTOR

Copy to:-

1. All Regional Directors/Directors/ Jt. Director-incharge/ Jt. Director-V(Hqrs.)/ Adl. Comm.(NTA)/ Medical Superintendent ESI Model Hospitals,
2. MSU, Hqrs.Office for information.
3. System Div.(Hqrs.) for uploading on website.
4. Guard file/Spare copies



HEADQUARTERS OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN:C.I.G. ROAD:NEW DELHI-110002.
www.esic.nic.in

No. A-25/12/3/2003-E.I(A)

Dated: 07.04.2004

To,

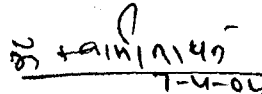
The Jt. Director i/c,
ESI Corporation,
Sub-Regional Office,
Madurai (Tamil Nadu)

**Sub : Grant of Special Disability Leave – delegation of powers –
regarding.**

Sir,

In continuation of this office letter No.A-25(12)1/93-E.I(A) dated 15.10.2003 regarding delegation of powers to Regional Directors/ Joint Director i/c for sanctioning of Special Disability Leave, I am directed to inform you that Regional Directors / Joint Director i/c are not empowered to sanction Special Disability Leave in cases where they are not Appointing Authority Therefore, the cases of Insurance Inspector / Local Office Manager Gr.II/ Superintendent have to be forwarded to Hqrs. Office for Insurance Commissioner's approval.

Yours faithfully,


(MANJU SWAMINATHAN)
DEPUTY DIRECTOR-I(A)

Copy to :

- 1- All Regional Directors/ Joint Directors i/cs/ Directors/ Director (Medical) Delhi, Medical Superintendent, ESI Hospital, Basaidarapur/ Okhla/Jhilmil/Rohini/K.K. Nagar, Chennai/Thakurpukur, Kolkata/**Jt. Dir. II, Hqrs. Office.**
- 2 MSU Hqrs. with reference to their U.O. note No.A-38/14/2/2000 MSU dated 20.1.2004 for information
- 3 Guard file/ spare copies.