

Headquarters Office
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, C.I.G. ROAD, NEW DELHI-2
(AN ISO 9001-2008 QMS CERTIFIED ORGANISATION)
E-MAIL: jd-admin2@esic.nic.in

NO.B-16/14/1/ZM/11-E.II**DATE:- 29/9/2011**

To

All the Regional Directors,
Regional Offices,
Director/Jt. Director I/Cs,
Sub Regional Offices,
D(M)D/JD-V, Hqrs. Office,
ESI Corporation,

Subject:- Budget estimates for hosting/participation in the 9th Zonal Sports Meet-reg.

Sir,

I am directed to inform that Hqrs. Office is receiving references from various regions for transfer of funds for Zonal sports meet. However, it has been observed that estimated expenditure has not been prepared/submitted in accordance with the instructions circulated by Hqrs. Office from time to time.

In this context, it is informed that as per instructions circulated vide this office letters No. B-16/14/1/ZM/2010-E.II dated 29/11/10 & 25/3/11, the maximum price ceiling of Rs. 1200/- per participants per day expenditure (to be calculated for 5 days) of all expenses for hosting as well as maximum price ceiling for kits & equipments for participation in the Zonal sports meet has been fixed. Further, it was also decided in the CSCB meeting that there should be no cultural competition. As such no extra expenditure to be done towards organizing the cultural programme & in house cultural programme will be done. Further kits & equipments may be purchased as per no. participants participated in the sports meet.

In view of above, it is requested to make expenses for the Zonal sports meet in accordance with the fixed ceiling & estimated expenditure thereof may be furnished to Fin. & A/cs Branch-II, Hqrs. Office for releasing the fund with the concurrence of Local Finance and approval of concerned RDs/JD I/Cs. Accordingly, it is requested to plan/mange the sports meet within the prescribed ceiling. It may also be ensure that the expenditure towards holding sports meet as well participating in the Zonal sports meet should not be exceed the maximum ceiling fixed thereof.

It is also intimated that post Audit will be conducted & in case of any misuse of fund identified, the responsibility will be fixed.

Yours faithfully,

/s/ (SUNIL TANEJA)
JOINT DIRECTOR-II

Copy to :-

1. Director(F), Hqrs. Office with the request to release the fund for sports meet in accordance with the instructions circulated vide letter No. B-16/14/1/ZM/2010-E.II dated 29/11/10 & 25/3/11. (copy enclosed).
2. All JD(F)/DD(F), Regional Offices/SROs, ESI Corporation for necessary action.
3. System Division with the request to upload the letter on the ESIC website.

/s/ (SUNIL TANEJA)
JOINT DIRECTOR-II

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D. NO. 223
29/9/2011