



मुख्यालय

HEADQUARTERS OFFICE

कर्मचारी राज्य बीमा निगम

EMPLOYEES STATE INSURANCE CORPORATION
(An ISO 9001-2000 certified organisation)

पंचदीप भवन, सी.आई.जी. मार्ग, नई दिल्ली-2

PANCHDEEP BHAWAN C.I.G MARG NEW DELHI-2

Website: esic.nic.in/ Ph.- 011-23234092/ Fax - 011-23234537

No. A-40/11/1/99-E.III

Date: 03.08.2011

To
The Pay & Accounts Officer/Drawing & Disbursing Officer,
Regional Office/Sub Regional Office/ESI Hospital/Hqrs. Office,

Sub: Registration of DDOs and subscribers with NSDL.

Sir/Madam,

Kindly refer to this office letters of even number dated 19.5.2011 and 23.6.2011 on the above subject.

In this connection, it is informed that to avoid errors in calculation of the amount due, the DDOs should calculate the amount payable in respect of each subscriber which should be verified by the PAO before upload/transferring of the legacy amount and interest thereon.

This issues with the approval of Finance.

Yours faithfully,

Sd/-
(S.P. PANDEY)
ASST. DIRECTOR

Copy to:-

1. All the RDs/Director (Med.)/Director/J.D. I/c SROs/MSs of ESI Hospitals/ Model Hospitals.
2. Director (Fin.), Hqrs. Office for information.
3. Shri R. Keshavadas, Jt. Director (Fin.) (Pr.AO), Hqrs. Office.
- ✓ 4. Shri Pranav Kumar, Asst. Director & Website Content Manager with request to upload the said letter in website of ESI Corporation.

Sd/-
ASST. DIRECTOR

Desktop/New folder/letterBM

KICM
D: NO. 131
3/8/2011