To,

The Regional Director/Director/Joint Director (I/c),
Regional/Sub-Regional/Divisional Office,
ESI Corporation.

Sub: Waiver of excess payment - regarding.

Sir,

Reference are being received from different Regional Directors/In-charges of SROs
for waiver of excess payment made towards DB / PDB consequent upon introduction of transfer
of funds through ECS on obtaining claims for a period of six months in advance.

While such payments occurring due to failure on the part of the family members of
the deceased to inform the Branch Office about the death of a beneficiary normally
becoming excess payment we need to educate the IPs /family members of the necessity
of informing the Branch Office promptly of the such eventualities.

You are accordingly advised to address a letter to the family of the deceased, as and
when passing away of a beneficiary is brought to the notice of branch manager, to refund
the excess payment received and only when no response is received, the case could be
considered for waiver.

You are further advised to issue a small advertisement in a local daily/get some small
handouts printed for circulation in covered factory/establishment of your region, impressing upon
the family members of recipients of such beneficiaries to intimated the death of the beneficiary
to the appropriate branch office promptly. It may also be brought out in the said advt./notice that
receiving such payment after the death of a lawful beneficiary may render the family members
liable for legal action.

This issues with the approval of Insurance Commissioner.

Hindi version will follow.

Yours faithfully,

(R.S. Srivastava)
Joint Director (Bft.)

Copy to:

1. Director (Fin.) Hqrs. Office for information and necessary action.
2. Jt. Director (System) Hqrs. Office for uploading the same on the website.
3. Jt. Director (OL) for translation.

Joint Director (Bft.)