

FAX/URGENT

HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAVAN: C.I.G. ROAD:NEW DELHI-110002.
<http://esic.nic.in>

No. A-33/13/1/2009-E.I

Dated: 19.01.2010

To

All RD/ JD I/c/ Director, Pune/ MS,
RO/ SRO/ ESIH/ ESIMH,
Account Br-III/E-V Br. Hqrs.
ESI Corporation,

Sub: Cases of consideration for Grant of benefit of 1st / 2nd / 3rd financial upgradation under MACP Scheme.

(Non-Medical Officers/ Officials)

Sir,

I am directed to request you to furnish the required information in respect of directly recruited P.A./ I.I./ AD (Non- Medical) of your Region latest by 31.12.2009 in the prescribed proforma enclosed (Annexure-I & Annexure-II), on the basis of service records of the officers/ officials, duly verified by the Regional Accounts Branch, for the purpose of consideration of cases for grant of financial up gradation under MACP Scheme in terms of Hqrs. Office instruction issued vide E-III Memo No. A-27/17/6th /CPC/4/2008-Estt.-III dated 30.11.09.

The cases for the period prior to 1-9-08 whereby the ACP could not be given as per the DOPT instruction dated 09-08-99 in past may also be intimated in enclosed proforma

It is requested that no column of the prescribed proformae, should be left blank so as to avoid any back reference(s). The information may kindly be furnished **latest by 31-01-2010** so that matter regarding grant of financial up-gradation under MACP could be processed without any further delay.

This issues with the approval of Additional Commissioner (P&A).

Encl:- As above

Yours faithfully,


(DEEPAK JOSHI)
JOINT DIRECTOR

ANNEXURE- II

(Information may be furnished only in respect of those officers/ officials whose name are figured in the Annexure-I)

| Sl. No. | Name of the Officer S/ Sh./ Ms. | Present Designation | Vigilance Clearance (Regional) | Date of Charge-sheet(s) if any, issued and pending on or after 09.08.99 against the officer/ official (If more than one charge-sheet issued then furnish the required information in each case separately). | Date of order of imposing of penalty with its extent/ nature | Date of commencement of penalty | Date of completion of penalty. (In case of more than one penalty is imposed, the exact date of commencement / completion of penalty period in each case may be indicated separately) | Status as on date | Remarks, if any. |
|---------|---------------------------------|---------------------|--------------------------------|--|--|---------------------------------|---|-------------------|------------------|
| 1. | 2. | 3. | 4. | 5. | 6. | 7. | 8. | 9. | 10. |
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Signature _____
(AD/DD/JD(F))

Cases for consideration under the MACP Scheme in terms of Hqrs. Office instruction issued vide E-III Memo No. A-27/17/6th/CPC/4/08-Estt.III dated 30.11.09 in respect of those officers/ officials who have joined the Corporation on Direct Recruitment Basis in the cadre of P.A./ I.I./ A.D. and are due for grant of 1st / 2nd /3rd financial up gradation up to 31.12.2009.

(Non- Medical Officers/ Officials)

ANNEXURE-I

| Sl. No. | Name of the Officer S/ Sh./ Ms. | Present Designation | Date of Entry in ESIC with designation | Date of appointment on direct recruitment basis in the grade of P.A./ I.I./ A.D. and above on regular basis | 1 st promotion on regular basis, if any, with Date and designation | 2 nd promotion on regular basis, if any, with Date and designation | 3 rd promotion on regular basis, if any, with Date and designation | Whether regular promotion has been refused by the officer/ official at any time, if so, the details thereof | Whether 1 st and / or 2 nd financial upgradation under ACP Scheme 1999 has been granted to the officer/ official earlier, if so the details thereof | | The adhoc promotion if any, given to the officer (with full details) | Recommendation for 1 st /2 nd / 3 rd MACP alongwith date | Remarks, if any. |
|---------|---------------------------------|---------------------|--|---|---|---|---|---|---|---|--|---|------------------|
| | | | | | | | | | 1 st ACP w.e.f. with Pay Scale (a) | 2 nd ACP w.e.f. with Pay Scale (b) | | | |
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| 9. | | | | | | | | | | | | | |
| 10. | | | | | | | | | (a) | (b) | | | |
| 11. | | | | | | | | | | | | | |
| 12. | | | | | | | | | | | | | |
| 13. | | | | | | | | | | | | | |

Signature _____

(AD/DD/JD(F))