



**SPEED POST**

**EMPLOYEES STATE INSURANCE CORPORATION**  
**PANCHDEEP BHAWAN;C.I.G MARG;NEW DELHI**

No: A-33/13/1/2014- E-I

Dated:27-01-2014

To

- 1 All Regional Directors/Director, Pune/Joint Directors I/C/Joint Director-E-V & Accounts Br.-III, Hqrs
- 2 Commissioner, NTA
- 3 All Medical Superintendent, ESIC Hospital/ESIC Model Hospital/SSMCs/SMCs
- 4 D(M)D/D(M) Noida/Director (FW), New Delhi
- 5 Dean ESIC Dental Colleges & PGIMSR
- 6 Official Language Branch, Hqrs for Hindi version
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**Sub: Consideration of cases for granting financial up-gradation under MACP Scheme in respect of Non-Medical Officers-egarding.**

- Ref: 1. E- II, Hqrs Office memorandum No. A-27/17/6<sup>th</sup>/CPC/4/2008-E-III dated 30-11-2008**  
**2. Est-I, Hqrs Office letter No. Pt. A-33/13/1/2011-E-I Col. III dated 01-02-2012**

**Sir,**

I am directed to invite your attention to the reference cited above wherein it was requested to forward the detail in respect of Officials/Officers whose cases are maturing for grant of financial upgradation in accordance with the schedule prescribed in letter cited at Sl. No.2. However, it has been observed that the details are not being received in time from the field units in respect of the Officers working in the cadre of SSO and above who are eligible for consideration for financial up-gradation under MACP Scheme. It has resulted unnecessary delay in completion of process in above mentioned cases where the Hqrs Office is competent authority. *It has also been observed that cases are being forwarded mechanically without examining in accordance with the instructions on MACP resulting in unnecessary correspondence and back references.*

In view of above, it is requested that all the cases which are to be considered by Hqrs Office under the aforesaid provisions may be forwarded to Hqrs Office after due verification of service and other particulars through Joint Director (Finance)/Dy. Director (Finance) in accordance with the time limit mentioned in Est-I branch, Hqrs letter cited at 2 above.

**It is further advised that the details of cases maturing upto December, 2014 may be forwarded to Hqrs. by 31-01-2014 for this time only and in future the time schedule should be strictly adhered to.** In case no case is maturing during the relevant period, a Nil report may be sent to this office invariably.

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

Yours faithfully

**(T.T.M THARAKAN)**  
**JOINT DIRECTOR**

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