

**TIME BOUND PL**



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

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No. F.16/13/2/2014/A/Cs.VII

Dated: 17.09.2014

To.

The Regional Director / Jt. Director-I/C,  
ESI Corporation,  
Regional Office / Sub-Regional Office,

**Subject: Submission of Revised Estimates 2014-2015 and Budget Estimates 2015-2016- regarding.**

Sir,

Kindly refer to Para 420 (B) of ESI Manual of Audit and Accounts (vol. I) in which it is mentioned that the Revised Estimates 2014-2015 and Budget Estimates 2015-2016 regarding " Revenue Receipts", Cash Benefits and Other Benefits should invariably be sent by the Regional Director to Joint Director (Finance)/Dy. Director(Finance) before 20<sup>th</sup> September, of the relevant year.

2. A copy of estimates regarding (A). Revenue Receipts, (B). Cash Benefits and (C). Other Benefits duly authenticated by Joint Director (Finance)/Dy. Director (Finance) should be sent by the Regional Director to the Financial Commissioner so as to reach him by **10<sup>th</sup> October 2014 positively.**

3. It has been seen in the past that some of the Regional Directors are submitting Estimates in respect of Contribution Income only. No Estimates are submitted in respect of Other Heads of Revenue. Similarly in certain cases, estimates in respect of Benefits under all Heads are not being submitted. It, is therefore, emphasised that the Estimates in respect of each and every Budget Head is required and may be submitted as such. **To facilitate the Regional Office, the Heads of Account on which the estimates are to be submitted are enclosed as Annexure "A" & "B".**

4. It is, therefore, requested that the time schedule as laid down in the Manual should be strictly adhered to in submission of Revised Estimates 2014-2015 and Budget Estimates 2015-2016.

वेबसाइट की विषय-सूची का प्रबन्धन.....  
Website Contents Management.....  
खारी सं / Diary No..... 654  
दिनांक / Date..... 17/9/2014

5. As regards to ESI Group Insurance Scheme, the provision is required to be made under Receipt and Expenditure Heads for Revised Estimates 2014-2015 and Budget Estimates 2015-2016.

6. The Joint Director (E-II), (Hqrs. Office) has already circulated instruction calling of estimates of Administrative Expenses of Pay & Allowances of the Officers and Staff, Other Administrative Expenses and Other Assets, which are required to be submitted to Admn. Division (Hqrs. Office). The Budget Estimates for Revenue Receipts and Expenditure on Cash Benefits for running of ESI Scheme are finalised by the Finance & Accounts Division (Hqrs. Office) and therefore required to be submitted to Finance & Accounts Branch-VII.

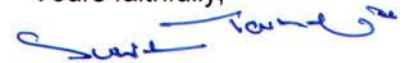
**The Revised Estimates 2014-2015 and Budget Estimates 2015-2016 both should be simultaneously processed in ERP also. As, all the hard copies of the budget proposal will be considered only if it is processed through ERP.**

A Soft copy of Budget in excel format may also be furnished on mail (Sandeep.mittal@esic.in)

*The receipt of letter may be acknowledged and further follow up given top priority.*

Encl.: As above.

Yours faithfully,



**(SUNIL TANEJA )  
DIRECTOR (FINANCE)**

**Copy to :**

1. Jt. Director (Finance)/Dy. Director (Finance), ESI Corporation, Regional Office/Sub-Regional Office,\_\_\_\_\_. The Revised Estimates 2014-2015 and Budget Estimates 2015-2016 must reach the Director (F & A-VII) by 10th October, 2014. If the statements are not received by due date as mentioned in paragraph two above, action may please be taken to pursue with the Regional Director concerned under intimation to the undersigned. It may be ensured that the estimates submitted by the Regional Director are thoroughly checked with reference to Audit & Accounts Manual as well as Hqrs. instructions.

2. W.C.M for uploading on website.



**DIRECTOR (FINANCE)**

**ANNEXURE-'A'**

**REVISED ESTIMATES FOR THE YEAR 2014-2015  
BUDGET ESTIMATES FOR THE YEAR 2015-2016  
STATEMENT – A – RECEIPT**

Head of Account	Actual Expenditure 2013-2014	Actuals for 1 <sup>st</sup> six months 2014-2015	Budget Estimates 2014-2015	Revised Estimates 2014-2015	Budget Estimates 2015-2016
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(Rupees in Lakhs)

**Principal Heads of Revenue**

I. Contribution

Employers' & Employees' shares

II. State Govts.' Share towards Medical Benefit initially incurred by the Corporation (except on hospitals with Occupational Diseases Centre)

**Other Heads of Revenue**

III. Interest & Dividend

IV. Compensation

V. Rent, Rates & Taxes :

i. Office of the Corporation (including staff quarters)

ii. Hospitals & Dispensaries (including staff quarters)

VI. Fees, Fines & Forfeiture

VII. Miscellaneous

**TOTAL REVENUE**

*Sundar Singh*  
17.9.14  
Dir (F-5)

ANNEXURE-'B'

REVISED ESTIMATES FOR THE YEAR 2014-2015  
BUDGET ESTIMATES FOR THE YEAR 2015-2016  
STATEMENT – B – EXPENDITURE

Head of Account	Actual Expenditure 2013-2014	Actuals for 1 <sup>st</sup> six months 2014-2015	Budget Estimates 2014-2015	Revised Estimates 2014-2015	Budget Estimates 2015-2016
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(Rupees in Lakhs)

- B. Cash Benefits :**
- i. Sickness Benefit
  - ii. Extended Sickness Benefit
  - iii. Maternity Benefit
  - iv. Disablement Benefits :
    - a. Temporary Disablement
    - b. Permanent Disablement
  - v. Dependants' Benefit
  - vi. Funeral Expenses
  - vii. Unemployment Allowance (Rajiv Gandhi Shramik Kalyan Yojna)

**TOTAL-B-CASH BENEFITS :**

- C. Other Benefits :**
- i. Medical Boards & Appeal Tribunals
  - ii. Payment to insured person on account of conveyance charges
  - iii. Payment to insured person on account of loss of wages
  - iv. Miscellaneous
  - v. Incidental charges under family welfare
  - vi. Rehabilitation allowance to I.Ps.

**TOTAL-C- OTHER BENEFITS :**

*Sundar Kumar*  
17.9.14  
Dia CF-57