

**FINANCE AND ACCOUNTS DIVISION  
EMPLOYEES' STATE INSURANCE CORPORATION  
Panchadeep Bhawan: C. I. G. Marg, New Delhi**

No.FA/11/11/DOP/Concurrence/2012-A/cs.-V

Dated: 22-09-2014

**MEMORANDUM**

1. Consequent upon the transfer of Director (Fin-I), Shri Arun Pandey to SRO Barrackpore vide officer order no. 137 of 2014 dated 11.09.2014 and his relieving from ESIC Hqrs on 19.09.2014, the Financial Commissioner has approved the following revised allocation of work amongst the Directors in Fin & A/cs Division issued earlier vide memorandum of even no. dtd. 03.09.2014:-

Sl. No.	Name of Officer	Designation	Accounts Branch / work allocated
1	Shri Sunil Taneja	Director (Finance – I)	I, II, VII, VIII
2	Shri G. S. Giri	Director (Finance - II)	III, VI, V (Sl.No.1 to 5)
3	Shri R. S. Chauhan	Director (Finance - III)	IV, V (Sl. No.6 to 13)

2. Shri Sunil Taneja being the senior-most Director amongst the 3 Directors shall oversee the overall working of all the Branches of Finance Division, particularly, the policy related matters and shall handle/co-ordinate all issues/references/task referred by / pertaining to MoLE (Including Parliament Division of MoLE), C&AG, MSU ESI Hqrs, Parliament Section of ESIC Hqrs. etc. Director (F-II) and Director (F- III) may accordingly ensure necessary coordination and compliance.

3. All dak coming from Financial Commissioner / Office of DG, ESIC shall be marked to Director (F-I), who in turn will mark it to respective Directors as per the branches assigned to them. However, files relating to the work of the Branches allocated to the concerned Director may be submitted by the concerned Director to the Financial Commissioner directly except files related to overall policy related issues which shall be routed through Director (F-I) to the Financial Commissioner. A list of items of work assigned to individual Finance & Accounts Branch I to VIII was circulated vide office memorandum of even no. dated 03.09.2014. Files for financial concurrence etc. should be marked accordingly.

वेबसाइट की दिनांक-सूची का प्रवर्धन.....  
Website Contents Management.....  
रजिस्ट्री सं / Diary No..... 677  
दिनांक / Date..... 23/9/2014

Contd...

4. The following arrangement of Link Officers has been approved in respect of officers named above in the event of their proceeding on leave / tour etc.

Officer	Link Officer
Shri Sunil Taneja	Shri G.S.Giri
Shri G. S. Giri	Shri R. S. Chauhan
Shri R. S. Chauhan	Shri G. S. Giri

5. The above order shall be effective with immediate effect and till further orders.
6. This issues with the approval of Financial Commissioner.

*Sunil Taneja*

(SUNIL TANEJA)  
Director (Finance-I)

Copy to:-

1. PS to Director General;
2. PS to Financial Commissioner
3. PS to Ins. Commissioner (P&A) / Ins. Commissioner (Benefit) / Ins. Commissioner (Rev)
4. All Divisional Heads;
5. CE
6. All concerned officers;
7. All DD / AD of Finance & Accounts

*w. c. m for uploading on website*

*Sunil Taneja*  
*22.9.14*