



**HEAD-QUARTERS OFFICE**  
**EMPLOYEES' STATE INSURANCE CORPORATION**  
**PANCHDEEP BHAWAN, COMERADE INDERJEET GUPTA MARG**  
**NEW DELHI-110 002(ISO: 9001-2008 Certified)**

WEBSITE, www.esic.nic.in . Tel. /Fax No. - 01123232143

No. FA-17/53/Misc. /2014-A/Cs. V

Dated.-22/05/2014

**All JD(F)/DD(F)**  
**ESIC/Model Hospitals**

**Sub: - Monthly expenditure statement for the month of \_\_\_\_\_.**

Sir

Kindly furnish the monthly expenditure statement in the following Proforma w.e.f. 01.04.2014 onwards.

**Proforma of 8 Major Heads statement for the month of \_\_\_\_\_.**

| S. No | Head of Account            | Approved B.E.2014-15 | Exp. During the month | Exp. up to the current month | Remarks |
|-------|----------------------------|----------------------|-----------------------|------------------------------|---------|
| 1.    | Pay & Allowances           |                      |                       |                              |         |
| 2.    | Admn. Exp.                 |                      |                       |                              |         |
| 3.    | Hiring of Vehicle          |                      |                       |                              |         |
| 4.    | Drugs & Dressing           |                      |                       |                              |         |
| 5.    | Super Speciality Treatment |                      |                       |                              |         |
| 6.    | Waste Management           |                      |                       |                              |         |
| 7.    | Dep-Other Assets           |                      |                       |                              |         |
| 8.    | EBRF                       |                      |                       |                              |         |
|       | <b>Total</b>               |                      |                       |                              |         |
| 1.    | Eqp (Cap. Exp.)            |                      |                       |                              |         |

It is certified that the expenditure shown above as been verified with the expenditure booked in the accounts statement for the month.

The statement showing the expenditure may kindly be sent to Account Branch V (Hqrs.) on or before 18<sup>th</sup> of following month to which it relates.

This issue with the approval of Additional Commissioner (Fin)

Yours faithfully,

  
**(K.G.SURESH)**  
**JOINT DIRECTOR (Fin.)**

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W/cm