



Headquarters
Employees' State Insurance Corporation
(ISO 9001-2000 certified)
Panchdeep Bhawan, CIG Road, New Delhi-110002

No.D-31/12/7/2014-PR

Dated: 17.12.2014

To,

1. **Addl. Commissioner & Regional Director/Director/Joint Director I/c, Regional Office/Sub-Regional Office/Divisional Office, ESI Corporation**
2. **Addl. Commissioner, ESIC, NTA**
3. **Sr. State Medical Commissioner/State Medical Commissioner, ESIC**
4. **Medical Superintendent, ESIC Hospital/Director(Medical) Delhi**
5. **Dean, ESIC PGIMSR,**

Subject: Despatch & Publication of 'A Guide for Employees' and 'A Guide for Employers' – reg.

Sir/Madam,

I am directed to inform you that as per decision taken in the 162nd meeting of ESI Corporation on overall improvement in delivery of medical care under ESI Scheme, 'A Guide for Employees' and 'A Guide for Employers'(in English & Hindi) have been published by PR Branch(Hqrs.). It is also informed that both Guides were released by Shri Bandaru Dattatreya, Hon'ble Minister of State(Independent Charge) for Labour & Employment, Govt. of India in the 163rd meeting of ESI Corporation held on 04.12.2014.

In this connection, some sample copies of both Guides (in English & Hindi) are being sent separately through courier/speed post for further circulation amongst the target public.

However, the Regional Directors of non-Hindi speaking states are requested to get both Guides translated into the respective regional languages and circulate the same amongst the target public in their state. The design and contents of the both Guides(which has been duly approved by the Director General), should not be changed. The design of the both Guides in English & Hindi(in open file & PDF format) are available in downloadable format on our website www.esic.nic.in for carrying out necessary publications in their respective languages.

The Regional Directors/Directors I/c/Jt. Director I/c may get the Guides printed at the local level following the prescribed purchase procedure on their own level from their available budget.

Kindly acknowledge the receipt.

Yours faithfully,

- Sel -

(Pranava Kumar)
Dy. Director (PR)

Email: pranava.kumar@esic.in

Copy to :-

1. Website Contents Manager with the request to upload the same on ESIC website.
2. Corporate Cell, Hqs. for information, please.


17.12.2014
Dy. Director (PR)

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