



HEADQUARTERS' OFFICE  
EMPLOYEES' STATE INSURANCE CORPORATION  
PANCHDEEP BHAWAN : CIG ROAD : NEW DELHI  
(ISO: 9001-2008 Certified)

No.D-11/27/Hotel/2014-Genl.

Dated : 4.8.2014

To

All Regional Directors / Jt. Director (I/c) / Dy. Director (I/c)  
ESI Corporation  
Regional Office / Sub-Regional Office / Divisional Office

**Subject:- One day Conference on Inspection Policy & Revenue matters.**

Sir,

Kindly refer to the letter No.S-11/12/2008-Rev.II dated 24.07.2014 on subject cited above, whereby R.D./J.D.(I/c) were asked to send confirmation regarding attending the Conference to Dy. Director (General Branch) for making necessary arrangement.

In this regard, the matter was discussed with Addl. Commissioner (Revenue) & following decisions have been taken regarding stay / transport arrangement.

S.No.	Activity	Arrangement to be made by
1.	Transport arrangement from Airport/Railway Station to Hotel Connaught & from Hotel Connaught to Airport/Railway station	R.D./J.D.(I/c)/D.D.(I/c) on their own.
2.	Boarding & lodging at Delhi	Officers who are required to attend and needs accommodation at Delhi have to book accommodation at hotel Connaught through Hotel tie-up Agency M/s Sonata Travels India (Pvt.) Ltd. The Agency has already been informed about the meeting & accordingly rooms have been blocked by the Agency in Hotel Connaught. Contact No. at Sonata Travels 1. Mr. Sanjay Bhati Mob. No.0-9560669994 2. Mr. Virender Chauhan Mob. No. 0-9560779062 3.Sh. B.C. Joshi Mob. 0-9560779060
3.	Transportation from Hotel to Hqrs. Office & back	Bus has been arranged by M/s Sonata Travels India (Pvt.) Ltd.

This has the approval of Insurance Commissioner (P&A).

वेबसाइट की विषय-सूची का प्रबंधन.....  
Website Contents Management.....  
डापरी सं / Diary No. 565.....  
दिनांक / Date 05/08/14.....

Yours faithfully,

( SUSHIL SACHDEVA )  
DY. DIRECTOR (GENL.)