



HQRS OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN, C.I.G. ROAD,
NEW DELHI-110002
Website:- www.esic.nic.in

No. C-24/15/1/85 – Vig.

Dated 27/11/2014

To,

All the Regional Directors/ Directors/ Jt. Directors I/c,
SSMCs / SMCs/ Medical Superintendents
D(M)D, D(M)Noida, K.K. Nagar Chennai.
J.D (E-V) , A.C. (E-I).

Subject:- The Lokpal and Lokayuktas Act, 2013 – Submission of declaration of assests and liabilities by the public servants for each year - regarding

Sir/Madam,

Please find enclosed herewith letter no. C-29016/01/2014–SS.I, dated 11/09/2014 of Ministry of Labour and Employment , (along with proforma) Govt. of India on the subject mentioned above. As per instructions from Ministry of Labour and Employment, Govt. of India, it is required to submit annual declaration of assests and liabilities in r/o Group A, B & C in the prescribed format under the Lokpal & Lokayuktas Act, 2013.

It is requested to obtain the annual return in the prescribed proforma in r/o Group A,B & C officers/officials posted under your jurisdiction, immediately and submit the consolidated report on or before 31/12/2014 without failure.

Please ensure the submission of the returns as per the new prescribed format and while forwarding the consolidated report, it should be ensured that it conforms to the stipulated requirements and are not incomplete.

Hindi version will follow.

Encl: - As above

Yours Faithfully

(T.T.M. THARAKAN)
DIRECTOR(VIGILANCE)

Copy to:-

- 1 PS to DG, FC, CVO, MC, Insurance Commissioner (P&A)/Revenue/Recruitment for information & necessary.
- 2 Website content Manager for uploading at ESIC website.
- 3 Guard File.

वेबसाइट की विषय-सूची का प्रत्ययन
Website Contents Management
आपकी सं./Entry No. 81
दिनांक/Date 28/11/14

Government of India
श्रम एवं रोजगार मंत्रालय/Ministry of Labour & Employment
सामाजिक सुरक्षा प्रभाग /Social Security Division
(सामाजिक सुरक्षा अनुभाग.1)/(SS-I Section)

Shram Shakti Bhawan, New Delhi.
Dated the 11th September, 2014

To, ✓
The Director General,
ESI Corporation,
Panchdeep Bhawan,
CIG Marg,
NEW DELHI 110002.

Subject: **The Lokpal and Lokayuktas Act, 2013** – Submission of
declaration of assets and liabilities by the public servants for
each year - reg.

Sir,

I am directed to forward herewith a copy of OM No.C-31015/07/2014-Vig. dated
06.08.2014 along with enclosures on the subject mentioned above for necessary action
under intimation to this Ministry.

Encl.: As above.

Yours' faithfully,



(SUBHASH KUMAR)

Under Secretary to the Government of India
Telefax 23711582



Ms. Sgeurt

In RV

15/9/14

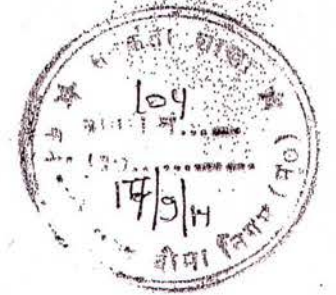
12/9
20

Div(U.3)

13/9/2014

The format is undergoing
changes along with the
extension of date
to the end of Dec. 2014

महानिदेशक का वैयक्तिक अनुभाग
D. G. PERSONAL SECTION
डायरी सं./Dy. No. 1673/14
दिनांक / Date 15/9/14
Pl. write up
11
16/9
AD(U.3)



(v)	Detail of deposit in Provident Fund/ New Pension Scheme	Nature of Investment							
(vi)	Personal loans/advance given to any person or entity including firm, company, Trust etc. and other receivables from debtors and the amount (exceeding (a) two months basic pay, where applicable. (b) Rupees one lakh in other cases)	Name of Debtor							
(vii)	Motor Vehicles/Aircrafts/ Yachts/Ships (Details of Make, registration number etc., year of purchase and amount)	Nature of vehicle, registration no. & year of purchase							
(viii)	Jewellery, bullion and valuable thing(s) (give details of weight) JEWELLERY *** Bullion	Gold							
		Silver							
		Precious stones/ precious metals							
		Gold							
		Silver							
		Precious stones/ precious metals							
(ix)	Any other assets								

Date.....

Signature.....

- Note 1: Assets in joint name indicating the extent of joint ownership will also have to be given.
- Note 2 : In case of deposits/Investments, the details including Amount, date of deposit, the scheme, Name of the Bank/Institution and Branch are to be given
- Note 3: Value of Bonds/Share Debentures as per current market value in Stock exchange in respect of listed companies and books values in case of unlisted firms.
- Note 4: Details including amount is to be given separately in respect of each investment.
- Note 5: Under (ix) details of movable assets not covered in (i) to (viii) above valuing individually over two months basic pay (where applicable), or Rs. 1.00 lakh may be indicated.

APPENDIX-II
[Rule 3(1)]FORM No. I
Details of Public Servant, his/ her spouse and dependent children

SL No.	Name	Public Position held, if any	Whether return being filed by him/her, separately
1	Self		
2	Spouse		
3	Dependent-1		
4	Dependent-2		
5.*	Dependent-3		

*Add more rows, if necessary.

Date.....

Signature.....

FORM No. II

Statement of movable property on first appointment or as on the 31st March, 20...

Details of the movable assets of self, spouse and dependent children:

Sl. No.	Description		Amount in Rupees				
			Self	Spouse	Dependent 1	Dependent 2	Dependent 3
(i)	Cash in hand						
(ii)	Details of deposit in Bank accounts (FDRs, Term Deposits and all other types of deposits including saving accounts), Deposits with financial Institutions, Non-Banking financial Companies and Cooperative societies and the amount in each such deposit	Name of Bank/ Financial Institutions. & Nature of Deposit					
(iii)	Details of investment in Bonds, debentures / shares and units in companies/mutual funds and others	Name of company					
(iv)	Details of investment in NSS, Postal Saving, Insurance policies and investment in any Financial instruments in Post office or Insurance Company	Nature of investment					

FORM NO. III

Statement of immovable property on first appointment or as on the 31st March, 20....
(e.g. Lands, House, Shops, Other Buildings, etc.)

[Held by Public Servant, his/her spouse and dependent children]

Sl. No.	Description of property (Land/ House/ Flat/ Shop/ Industrial etc.)	Precise location (Name of District, Division Taluk and Village in which the property is situated and also its distinctive number, etc.)	Area of land (in case of land and buildings)	Nature of land in case of landed property	Extent of interest	If not in name of public servant, state in whose name held and his/her relationship, if any to the public servant	Date of acquisition	How acquired (whether by purchase, mortgage, lease, inheritance, gift or otherwise) and name with details of person/persons from whom acquired (address and connection of the Government servant, if any, with the person/persons concerned) (Please see Note 1 below) and cost of acquisition.	Present value of the property (If exact value not known, approx value may be indicated)	Total annual income from the property	Remarks
1	2	3	4	5	6	7	8	9	10	11	12

Date.....

Signature.....

Note (1): For purpose of Column 9, the term "lease" would mean a lease of immovable property from year to year or for any term exceeding one year or reserving a yearly rent. Where, however, the lease of immovable property is obtained from a person having official dealings with the Government servant, such a lease should be shown in this Column irrespective of the term of the lease, whether it is short term or long term, and the periodicity of the payment of rent.

FORM No. IV

Statement of Debts and Other Liabilities on first appointment or as on 31st March, 20.....

Sl. No.	Debtor (Self/ Spouse or dependent children)	Amount	Name and address of Creditor	Date of incurring Liability	Details of Transaction	Remarks
1	2	3	4	5	6	7

Signature.....

Date

Note 1: Individual items of loans not exceeding two months basic pay (where applicable) and Rs. 1.00 lakh in other cases need not be included.

Note 2: The statement should also include various loans and advances (exceeding the value in Note 1) available from the employer like advance for purchase of conveyance, house building advance, etc. (other than advances of pay and traveling allowance), advance from the GP Fund and loans on Life Insurance Policies and fixed deposits.

[F. No. 407/12/2014-AVD-IV(B)]

P.K. DAS, Jt. Secy.