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**HEADQUARTERS' OFFICE
EMPLOYEES' STATE INSURANCE CORPORATION
(ISO 9001-2000 Certified)**

PANCHDEEP BHAWAN, C.I.G. ROAD, NEW DELHI-110002

No. U-16/18/1/6/07-Med.I

April 26, 2010

To

1. The Secretaries of all State Govts. dealing with ESI Scheme
2. All Medical Superintendents of ESI Hospitals
3. All SSMCs/SMCs
4. All Regional Directors / Jt. Director (I/c)
5. All Jt. Director (Fin.)/ Dy. Director (Fin.)/A.R.D (Fin.)
6. All Directors, ESI Scheme

**Sub: Setting up of Hospital Development Committees for ESI Hospitals –
Functions and Procedures.**

Sir/ Madam,

Kindly refer to this Office letters of even no. dt. 23.7.08, 13.10.08 & 15.4.10 on the subject noted above. In continuation of the above guidelines, the following additional instructions are also to be followed:

1. Hospital Development Committee of the ESIC Model Hospital will look after the repair and maintenance of the ESIC owned dispensary buildings of the dispensaries which were attached to the Model Hospitals prior to the take over.
2. The concerned ESIC Model Hospital shall maintain a separate record of expenditure incurred on repair and maintenance etc. of the dispensaries attached to it.

This issues with the approval of Director General.

Yours faithfully,


(DR. S.K. JAIN) 26.4.10
DY. MEDICAL COMMISSIONER

Copy to:-

1. Chief Engineer /PMD Division, Hqrs. Office.
2. PS to DG/FC/IC/MC
3. Rajbhasha Vibhag for translation.
4. Director System – with the request to upload the same on the Website.


DY. MEDICAL COMMISSIONER 26.4.10