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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 15, 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 letter of even no. dt. 23.07.2008 on the subject noted above. In this connection, I am directed to inform you that Hospital Development Committee shall also look after the work of cleaning services including out sourcing, for the dispensaries attached to the Hospital and the expenditure for the same shall be met out from the “HDC – Repairs & Maintenance of the Building Fund”.

These instructions will come into force with immediate effect.

Yours faithfully,



(Signature)

(DR. S.K. JAIN) 15.4.2010

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.

(Signature)

DY. MEDICAL COMMISSIONER 15.4.2010