



**Headquarters Office**  
**Employees State Insurance Corporation**

(ISO 9001-2008 certified)  
Panchdeep Bhawan, CIG Road, New Delhi-110002  
Tel No.23234092 Fax No.23234537



No. E-13/12/06/2012-PR

Dated: 09.02.2012

To

All Regional Directors,  
E.S.I. Corporation  
Regional Office.

**Subject : ESIC Diamond Jubilee concluding function on 24.02.2012.**

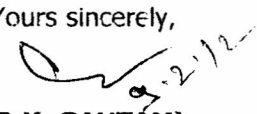
**Sir/Madam,**

In continuation of this office letter of even no. dated 27.1.2012, the following guidelines have been advised by Insurance Commissioner (Chairman Organizing Committee) and Addl. Commissioner (Fin.) to include following activities with regard to celebration of Diamond Jubilee Celebration at regional level:-

- i. A guest speaker may be called for function.
- ii. A CD showing Commitment may be played during the function.
- iii. Release of Branch Office Directory.
- iv. All Branch Manager/MR/NMS of Corporation Hospitals and All IMO I/c of State Govt. Hospital (without TA/DA), may be invited.
- v. Budget may be provided as under:-
  1. Regions headed by AC - Rs.5.00 lakhs
  2. Rest of Region - Rs.3.00 lakhs

This has the approval of Director General/Commissioner (P&A) and Director General.

Yours sincerely,

  
**(R.K. GAUTAM)**  
**JT. DIRECTOR (PR)**

**Copy to :-**

1. PS to IC/MC/AC(Fin.) at Hqrs.
2. JD (Fin.)/DD.(Fin.) of all Regional Offices for information and necessary action.
3. Website Contents Manager with request to upload this circular on ESIC website.
4. Rajbhasha Shakha for Hindi translation.

**JT. DIRECTOR (PR)**