



HEADQUARTERS' OFFICE  
**EMPLOYEES' STATE INSURANCE CORPORATION**  
PANCHDEEP BHAWAN:C.I.G. MARG:NEW DELHI - 110 002  
Website : www.esic.nic.in

**No. C-11/29/1/2012 -Vig**

**Date: 17.08.12**

To

All Regional Directors,  
ESI Corporation,  
Regional Office,  
\_\_\_\_\_.

**Sub: Provision of basic functional facilities to Zonal as well as Medical Vigilance Officer.**

Sir,

Kindly refer to the Minutes of the meeting of the Chief Vigilance Officer with Zonal Vigilance Officers, Zonal Departmental Officers and Medical Vigilance Officers held on 19.3.12 at Hqrs Office. The minutes of the meeting have already been uploaded at ESIC Website vide circular no. 968/2012 dated 4.4.2012.

One of the decision taken in the meeting was to provide basic functional facilities to the Zonal as well as Medical Vigilance Officers posted in the regions. Item No. 18 of the minutes of the aforesaid meeting is reproduced below:-

Item no. 18	Provision of Fax Machine, Photocopier machine
	CVO stressed that working ambience should be provided to all the Medical Vigilance Officers and Zonal Vigilance Officers so that they can work properly. He ordered Director(Vigilance) to take up the matter with Regional Directors to provide basic functional facilities to the Zonal as well as Medical Vigilance Officers posted in their regions.

Accordingly a letter of even no. dated 4.5.12 (Copy Enclosed) was issued for taking necessary action and submission of Action Taken Report.

Despite this, many of the Medical Vigilance Officers have not been provided even the separate room to maintain confidentiality.

It is, therefore, again requested to do the needful immediately. An action taken report may be submitted in due course of time.

Encl:As above.

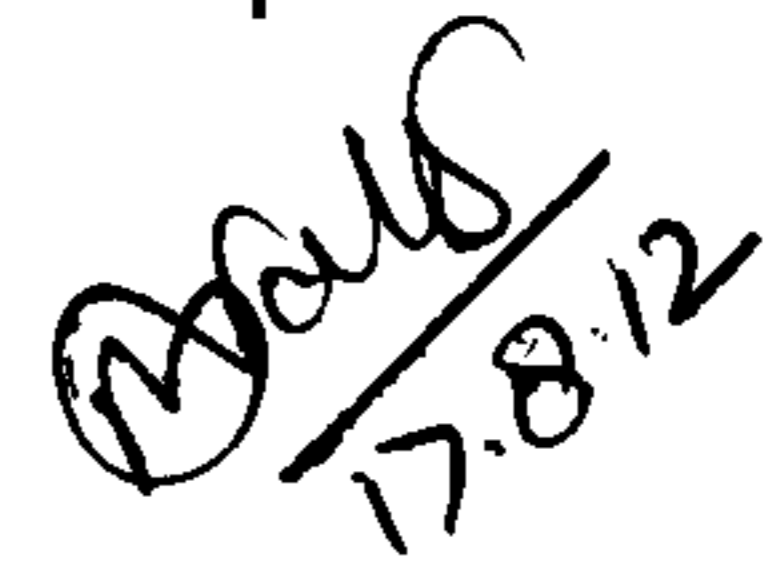
Yours faithfully,



**(MUKUL VATS)**  
**ASSTT. DIRECTOR(VIG)**  
**FOR DIRECTOR(VIG)**

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**ASSTT.DIRECTOR(VIG )**

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**EMPLOYEES' STATE INSURANCE CORPORATION**

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Website : [www.esic.nic.in](http://www.esic.nic.in)

**No. C-11/29/1/2012 -Vig**

**Date: 04.05.12**

To

ALL The Regional Director,  
ESI Corporation,  
Regional Office,  
\_\_\_\_\_.

**Sub: Minutes of the Meeting of Zonal Vigilance Officers, Zonal Departmental Inquiry Officers and Medical Vigilance officers held on 19.3.12 at Hqrs Office, New Delhi-reg.**

Sir,

Kindly refer to the Minutes of the meeting of the Chief Vigilance Officers held with zonal Vigilance Officers, Zonal Departmental Officers and Medical Vigilance Officers on 19.3.12 at Hqrs office uploaded at ESIC website vide circular no. 968/2012 dated 4.4.2012.

In this regard you are requested to take action as per Item no. 18 and send the action taken report to this office urgently.

This issues with the approval of Director(Vigilance).

Yours faithfully,

**(MUKUL VATS)**  
**ASSTT.DIRECTOR(VIG)**

Issued  
04/5/12

Recd  
3/5/12