To,
1. All Additional Commissioners/Regional Directors, RO
2. All Medical Superintendent/Dean, ESIC Hospitals/ Med. Education Institutions
3. DMD/DMN/NTA

Subject: Payment of salary/wages to manpower engaged through Contractor-regarding.

Madam/Sir,

As you are aware, India is combating the threat caused by Novel Corona Virus (COVID-19) pandemic which has disrupted the normal way of life. As part of the steps taken by the Govt. of India to contain the spread of the pandemic, the country is going through complete lockdown extended up to 3/5/2020. As the essential services alone being permitted during the lockdown period, the contractual employees engaged in various activities have to face several hardships and in order to mitigate such hardships, the Govt. of India had issued advisory to ensure timely payment of salary/ wages to the contractual manpower/ manpower engaged through contractors in all the offices.

Subsequently, Hqrs. Office had issued directions vide letter No. A-48/15/3/2020-E. III dated 23/3/2020 to make sure timely processing of the bills during the lockdown period so that contractual manpower could receive timely salary/ wages. Moreover, the details of the payments made to contractors and status of bills were also sought in this regard from the offices and it is seen that despite several instructions issued, the bills of contractors are still pending or the payments of salary/ wages to employees engaged through contractors are not being made in timely manner in many offices.

As such delays in payments of wages/salaries and clearance of bills of the contractors results in severe hardships to the employers (contractors) and employees and also such inactions would defeat the efforts initiated by the Govt., it is strictly directed for immediate implementation that :-

1. All manpower contractors engaged in the field offices/ hospitals/medical education institutions may be instructed to disburse salary/ wages of their employees deployed in these offices on time and evidence of the same should be verified and certified by the Nodal Officer immediately.
2. Contractors be directed to submit bills within the time limit specified in the contracts and payments made to the contractor immediately on receipt of the bills after due verification of the details.

3. In case, the contractor fails to submit the bills as mandated and/or fails to pay the salary/wages to its employees, further action be initiated as per the guidelines issued vide Hqrs. Memorandum No. D-36/11/Housekeeping/Compt./2017-CT dated 10/2/2020.

All the offices/hospitals/medical education institutions are advised to submit action taken report along with status of pending payments to contractors on or before 27/4/2020 through mail at general-hq@esic.nic.in.

This is issued with the approval of Competent Authority.

Yours faithfully,

(Pankaj Kumar)
Assistant Director