



**EMPLOYEES' STATE INSURANCE CORPORATION
PANCHDEEP BHAWAN; C.I.G. MARG. NEW DELHI.**

No.F-23/13/23/08-A/cs-II

07-12-2011

To,

All ROs/SROs/Medical Superintendents/D(M)D/Noida

Subject:- Collection of recruitment fees for various examinations being conducted by the ESIC ROs/SROs/Hospitals.

Sir,

I am directed to state that some of the **ROs/SROs/Hospitals** who have been conducting various exams for recruitment have been unilaterally devising methods whereby the examination fees are deposited by the candidates to the pool accounts maintained centrally. In fact it is observed that some of the offices have devised faulty procedures without understanding the changed process involved in collection of contribution and other receipts to the ESIC corpus. This is likely to result in chaos in reconciliation of the challans including recruitment fees collected so also the normal contributions being received by us through system generated challans.

The present procedure of collection of contribution and other receipts to the ESIC corpus have been explained through letters issued by this office from time to time and also placed in the website which does not seem to have been seen by the offices concerned. In fact, the process of reconciliation of system generated challan has been clearly explained in one of our recent circulars which is also in our website.

Accordingly, it is informed that only payments being made through system generated challan is to be credited to the pool accounts (through screen No. 7127 available in the State Bank of India Core Banking System). It is also informed that the SBI has no role in generation of challans nor it is possible at their end. They have further been instructed to accept payments made through system generated challan alone and to refuse payments which are through conventional/ manual challans to avoid any error by the bank employees in according credit to the appropriate account.

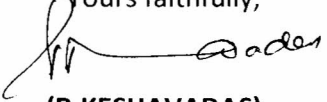
It is , therefore, requested that collection of recruitment fees through SBI through conventional method **may not be** resorted to by any of the ROs/SROs/Hospitals. A system for collection of the examination/recruitment fees is being examined and finalized at Hqrs. level. Until a procedure is evolved by Hqrs., all ROs/SROs/Hospitals are requested to tie up with any nationalized bank depending upon the number of branches available in your region **other than SBI or its Associated Banks** for collection of the recruitment fees. After finalization of the bank, permission to operate such accounts may be sought from Hqrs office.

It is also requested that payments of recruitment fees, if accepted and received through DDs, the same may be deposited to this account (**opened other than with SBI or Associated banks**). The total proceeds of the examination fee may thereafter be deposited

to the pool accounts through system generated challan for credit to ESIC Account No.1 (Central)

It is reiterated that in no case the SBI or its Associated Banks be involved in such collections.

This issues with the approval of the AC(Fin.)

Yours faithfully,

(R.KESHAVADAS)
JT. DIRECTOR (FIN.)

Copy to:

Commissioner (Recruitment) ESIC Hqrs. Office: for information please.

Systems Division: with the request that this may please be uploaded to our website.

वेबसाइट को नियंत्रण-सूची का प्रबंधन.....
Website Contents Management.....
डायरी सं./Diary No..... 553
दिनांक/Date..... 8.12.2011