



मुख्यालय
HEADQUARTERS OFFICE

कर्मचारी राज्य बीमा निगम
EMPLOYEES' STATE INSURANCE CORPORATION
(An ISO 9001-2008 certified organisation)

पंचदीप भवन, सी.आई.जी. मार्ग, नई दिल्ली-2

PANCHDEEP BHAWAN C.I.G MARG NEW DELHI-2
Website: esic.nic.in/ Ph.- 011-23234092-

No. A-27/17/10/2008-E.III

Date: 01.12.2011

MEMORANDUM

SUB: Creation of posts for the Medical Vigilance Branch at Hqrs Office.

Approval of the Director General is hereby communicated for the creation of the following posts for the Medical Vigilance Branch at Hqrs Office:-


Sl. No.	Name of the post	Pay structure			No. of Posts
		Pay band	Corresponding pay in the PB	Grade pay	
01	Dy. Director (Finance)	PB-3	15600-39100	5400	02
02	Assistant Director	PB-2	9300-34800	4800	01
03	Personal Assistant	PB-2	9300-34800	4600	02
04	Social Security Officer	PB-2	9300-34800	4600	02
05	Upper Division Clerk	PB-1	5200-20200	2400	02
06	Multi Tasking Staff	PB-1	5200-20200	1800	02

This issues with the concurrence of Finance & Accounts.

(S.P. PANDEY)
ASSISTANT DIRECTOR

To

1. PPS to Director General/ PS to all Divisional Heads for information.
2. PS to Commissioner (NTA) for information.
3. All Regional Directors/ Directors/Joint Directors (I/c)/ Medical Superintendent of ESIS Hospitals.
4. Joint Director-I/II/IV, Hqrs office for information and necessary action.
5. Jt. Director (Rectt.) Hqrs. Office for information & further necessary action.
6. Director (Fin.). ESIC, Hqrs. Office for information.
7. All Jt. Director (F)/ Dy. Director (fin) for information.
8. Shri Pranav Kumar, Asst. Director and website content Manager with the request to upload this Memorandum on the web site of ESIC.
9. Medical Branch-VI, Hqrs office alongwith the copy of the relevant extracts of the file for creation of the posts of Medical Officers.
10. Raj Bhasha Cell for Hindi Translation.
11. Guard File/ Spare copies.


ASSISTANT DIRECTOR

मुख्यालय की रिपव-सूची का प्रबंधन.....

Website Contents Management.....

सि.ए.ए.ए./Diary No. 540.....

दिनांक/Date 2.12.2011.....