



कर्मचारी राज्य बीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
Employees' State Insurance
Corporation
(Min. of Labour & Employment,
Govt. of India)



मुख्यालय
पंचदीप भवन, मीआईजी मार्ग,
नई दिल्ली-110002
Panchdeep Bhawan,
CIG Marg, New Delhi- 02
Phone: 011-23215489
Email: med4-hq@esic.nic.in

No. Z-17012/82/2022/Med-IV

Dated:20/05/2024

To,

Medical Commissioner (North Zone-Chandigarh)
Medical Commissioner (South Zone-Bengaluru)
Medical Commissioner (East Zone-Ranchi)
Medical Commissioner (West Zone-Ahmedabad)
Medical Commissioner (North East Zone-Guwahati)

**Sub: Approval of tour programmes of Zonal Medical Commissioners-
Delegation of Power**

Ref: Z-17012/82/2022/Med-IV dated 20/03/2023

The undersigned is directed to refer the Office letter of even no. dated 20/03/2023 on the above cited subject and to reiterate that vide the aforesaid Office letter dated 20/03/2023, Director General has allowed the Zonal Medical Commissioners to approve/sanction their own tour programs for official duties for areas falling under their respective jurisdiction till the delegation of the powers of the Zonal MCs were to be finalized, vide HQrs. ESIC letter dated 20/03/2023. However, in case of the tours undertaken by ZMCs is out of their area of respective jurisdiction, prior approval of Director General would be required.

The Delegation of Powers to Medical Commissioner(Zone) has been circulated vide Hqrs. ESIC O.O. No. 2/2023 dated 25/08/2023 under File No.:A-385/15/5/2010-MSU(Part File) and as per the DOP dated 25/08/2023, Medical Commissioner(Zonal) has full powers to approve tour programme in respect of self within respective zone.

It has been observed that tour programs to be undertaken by Medical Commissioner(Zonal) out of their area of respective jurisdiction are being applied by the Medical Commissioner(Zonal) in advance in their ERP and are being forwarded to the ERP Ids of the Competent Authority of HQrs. seeking their approval instead of seeking prior approval of the Competent Authority of HQrs. vide letters through emails/e-files.

In view of above, it is requested to seek prior approval of the tour programs to be undertaken by Medical Commissioner(Zonal) out of their area of respective jurisdiction of the Competent Authority of HQrs. vide e-file

through e-office. Once the approval of the said four programs is communicated to the concerned Medical Commissioner(Zonal), the Medical Commissioner(Zonal) shall apply in their respective ERP Ids and seek approval of the Competent Authority of HQrs. for approval.

Yours faithfully,



(Tara Chand

Dy. Director (Med.

Sharma)

Admn.)

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1. Website Contents Manager – for uploading on ESIC website.