



कर्मचारी राज्य बीमा निगम  
(अम एवं रोजगार मंत्रालय, भारत सरकार)  
EMPLOYEES' STATE INSURANCE CORPORATION  
(Ministry of Labour & Employment, Govt. of India)



उप क्षेत्रीय कार्यालय / Sub-Regional Office  
'पंचदीप भवन', पी-4, एम.आय.डी.सी., नासिक-422007.  
'Panchdeep Bhawan', P-4, M.I.D.C., Nasik - 422007.  
फोन: 0253-2351043 ई-मेल : jd-nasik@esic.nic.in

No:- 36-A/20/11/E/SSO/177305/2019-Estt.

Date: 04.11.2025

**Office Order No. 100(A) of 2025**

Sanction has been accorded by the competent authority for the grant of Earned Leave to Shri Nikhil Kothawade, SSO, for period of 05 days i.e., 08.12.2025 to 12.12.2025 for availing Home town LTC (Converted to all India) for the Block year 2022-2025 for visiting Port Blair for Self & Family.

After deducting the leave encashment for the 10 days the balance of - earned leaves remains in the earned leave account of Shri Nikhil Kothawade, SSO. The LTC claim shall be submitted within two months from the date of return journey.

It is certified that the aforesaid employee is likely to be re-posted in the same post presently held by him at his present place after the expiry of leave period.

It is also certified that he would have continued to officiate in the present cadre, but for his proceeding on leave and his leave period would count for increment.

It is certified that the aforesaid employee has sought permission to leave Headquarters and prefixed and suffixed with holidays as applied for in the leave application deemed to have been sanctioned and permitted to leave Headquarters.

Shri Nikhil Kothawade may undertake the journey from Nashik to Chennai and back by flight. However, the reimbursement of fare shall be restricted to AC-II Tier train fare as per his entitlement.

**Digitally signed by  
Sandeep Kumar  
Date: 04-11-2025  
11:15:40**

**Assistant Director (Estt)**

To,

Shri Nikhil Kothawade,  
SSO, Inspection Br.,  
ESI Corporation,  
Sub-Regional Office, Nasik.

Copy to :-

1. The Deputy Director, CRI Br., ESIC, SRO Nasik for information and necessary action.
2. The Asst Director, Accounts Br., SRO Nasik for information and necessary action.
3. Rajbhasha Shakha for Translation
4. Office Order file.