



क.रा.बी.नि.  
E.S.I.C.

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



सत्यमेव जयते

मुख्यालय/HEADQUARTERS

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Dated: 13-10-2023

**CIRCULAR**

**Sub: Filling of newly added fields of category(Cadre), qualification and Specialization in "my data" of HRMS 2.0 in ERP applications.**

With reference to the above subject, it is to inform that some new fields (Category (Cadre), Qualification and Specialization) have been added to ERP details of doctors for administrative purposes.

In this connection, all doctors are instructed to update these records and their respective MS/Dean/Office In-charge shall approve the same at the earliest. All MS/Dean/Office In-charge to ensure that all doctors posted at their location update these records and a compliance report is to be prepared in this regard by all MS/Dean/Office-in-charge.

This compliance report is to be submitted to Medical Administration Division, ESIC Headquarters by 2:00 p.m. on the 18<sup>th</sup> Oct, 2023. For any issues related to update of these records, the individual doctor or respective MS/Dean/Office In-charge may contact the Medical Administration at [sunita.nagpal@esic.nic.in](mailto:sunita.nagpal@esic.nic.in).

This issues with approval of the Competent Authority.

Yours faithfully,

(Sarika)

Asstt. Director(MA)

**Copy to:**

1. All Group 'A' Medical Officers in ESI Corporation.
2. All Medical Commissioner/DMC/OSD ESIC Headquarters.
3. All MS/Dean/DMS/AMS of Medical Institutions of ESIC.
4. Directorate (Medical) Delhi / Directorate (Medical) Noida
5. All Regional Directors/Jt. Director (Incharge)/DD(Incharges)
6. All SMOs/MVOs/MRs posted at ESIC Stations.
7. PPS/PS to all Divisions of Medical Branches and Vigilance Division of

I/765651/2023

ESIC Headquarters.

8. Insurance Commissioner (NTA), Dwarka, New Delhi.