



कर्मगार राज्य वीमा महामंडळ
(श्रम व रोजगार मंत्रालय, भारत सरकार)
कर्मचारी राज्य वीमा निगम
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
EMPLOYEES' STATE INSURANCE CORPORATION



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Date - 26.05.2025

CIRCULAR

Sub- Intimation of discrepancies/issue and their rectification in official matters by Dealing Assistants (Asst./UDC/LDC).

A Circular dated- 21.02.2025 on the subject cited subject was issued for compliance and necessary action by Dealing Assistants and Branch Manager on weekly basis so that the issues/discrepancy (present/historic) pertaining to branches/units can be included in agenda for discussion and rectification in SOM/O&M meeting or weekly meeting with BO's/DCBO's. The issues highlighted and brought into notice of the office will pave a way for eradication and rectification for such discrepancy at unit level and insure smooth function of units/branches.

It is noticed that the requisite report – 'Annexure A' enclosed in prior circular dated- 21.02.2025 from Branch Manager/SSO's/ OS is not submitted by the accountable official and is still awaited. Therefore, all the responsible officials are directed to submit the same before **30.05.2025**.

This is in addition to existing arrangement of weekly review meeting where branch wise issues are discussed and field officials can discuss/report their issues/discrepancy.

Hereafter the submission of weekly report be complied with directions in circular dated- 21.02.2025 i.e., In case of Branch Offices and SRO on Friday and DCBO's on Saturday every week.

This issues with the approval of the Competent Authority.

(Swapnil B. Patil)
Dy. Director (Admin)

To,
All Concerned.

Copy To -

1. All Branch Offices/ DCBO's of SRO Nagpur.
2. All Officials under SRO Nagpur.
3. Website Content Manager, SRO Nagpur.



2024.01.10
SRO Nagpur