



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



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## Circular/परिपत्र

**Subject: Monthly report of unauthorized absentees in respect of Nursing and Paramedical cadre (Group 'A' & 'B')**

The Competent Authority , HQs Office has desired that all Regional Directors have to provide compiled data of unauthorized absentees in respect of Nursing and Paramedical cadre (Group 'A' & 'B') under their respective RO including SROs excluding ESIC Hospitals and Medical colleges.

2. The Competent Authority , HQs Office has desired that ESIC Hospitals and Medical colleges are to provide data of unauthorized absentees in respect of Nursing and Paramedical cadre (Group 'A' & 'B') working in their hospitals / institutions separately.

3. In this connection, it is also stated that the report is to be prepared only for the **unauthorized absentees** of Nursing and Paramedical cadre Group 'A' & 'B'. In case information is NIL, NIL report may also be sent.

It is further informed that the above said information must be reached this office as per the attached format on monthly basis, latest by 5<sup>th</sup> of every following month.

This issues with the approval of competent authority.

Assistant Director  
MED VI/VII/VIII

Copy to

1. All MCs/ICs, Zonal offices
2. All Regional Directors
3. All Dean, ESIC Medical College & Hospitals
4. All the Medical Superintendents, ESIC Hospitals
5. WCM with request to upload on ESIC official website.
6. D(MID / D(M)N