



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



मुख्यालय
Headquarters'
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F.No.A-17/12/9/2024-E.1

Dated:15-01-2025

CIRCULAR

Subject: Caste, Antecedent and character verification for newly direct recruited Officers in ESIC-reg.

All Heads of Controlling Offices (Regional Offices/ Sub Regional Offices/ ESIC Hospitals/ESIC Medical Educational Institutions/NTA etc.) are informed that Verification of Caste, character and antecedent for the newly direct recruited Deputy Directors/Junior Engineer (Civil & Electrical)/Assistant Executive Engineer(Civil)/Assistant Director (Official Language)/Junior Translation Officer (who have joined ESIC Office in recent past), is to be carried out as per Ministry of Home Affairs (Department of Personnel and Adm. Reforms) letter no-. 18011/9 (S)/78-Estt.(B) dated 02.07.1982 and DoPT OM No. 18011/2(S)/2016-Estt. (B)(i) dated 29.06.2016.

2. It is observed that verification report of Caste, Character and Antecedent etc is yet to be received by this office in respect of many controlling offices.

3. In this regard, It is informed that this office is issuing offer of appointment to the selected candidates with the direction to join directly to the allotted place of posting and to produce the requisite documents as mentioned in joining letter at the joining place . It is the responsibility of the the concerned head of office to *prima facia* verify the documents before allowing to join the candidate. Further, the authenticity and verification of Caste, Antecedent and Character in respect of such candidate are required to be carried out in due course by concerned ESIC Offices , in time bound manner as per letters mentioned in para-1.

4. In view of above, all Heads of Offices (Regional Offices/ Sub Regional Offices/ ESI Hospitals/ESIC Medical Educational Institutions/NTA etc.) are requested to send verification report regarding caste, Antecedent and Character of all newly recruited Officers to this office along with probation progress report in time bound manner.

This issues with the approval of competent authority.

Yours faithfully,

Assistant Director (E-I)

To

All Regional Directors,

Director (Medical) Delhi/ Noida

All Deans, ESIC PGIMSR/ Medical/ Dental/ Para Medical/ Nursing Colleges,

All Medical Supdt, ESIC Hospital/ Model Hospitals/ Super Specialty Hospitals,

All Director I/c/ Jt Director I/c, Regional Office/ Sub Regional Office,