



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



क्षेत्रीय कार्यालय / **Regional Office**
पंचदीप भवन, सेक्टर-16, फरीदाबाद-121002
Panchdeep Bhawan, Sector-16, Faridabad-121002
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File No: 13.A.22/15/03/2020-Admin.PartFile(E-165022)

Dated. 16.10.2024

OFFICE ORDER NO. 175 OF 2024

The Competent Authority has ordered for internal arrangement/temporary deployment in r/o of the following official with immediate effect.

Sr. No.	Name of officials (Sh./Smt.)	Emp ID	Designation /Cadre	Present Place of posting/work allocation	Additional Responsibilities/ Additional deployment/Additional Ordered place of posting/temporary internal arrangement
1.	SAURAV SINGH JADON	172216	ASSISTANT	GENERAL BRANCH, R.O. FARIDABAD	The official will temporarily hold the charge of Caretaker, Regional Office/Residential ESIC colony Sector 16, Faridabad besides assigned work/duties to him , for the period w.e.f. 14.10.2024(F.N.) to 25.10.2024(A.N.) /till Sh. SHYAM KUMAR, Assistant (Emp ID 151108) Assistant/Head Clerk joins his regular place of posting after availing the approved and sanctioned leaves for the period from 14.10.2024(F.N.) to 25.10.2024(A.N.) /till further orders.

The Caretaker Allowance will be applicable as per the existing rules and norms mentioned in the letters/O.M.s issued vide H.Q. office letter No. A/27/17/6th CPC/9/2008 dated 20.08.2009, No. A-27/17/1/7th CPC/7/2017-E.III dated 28.07.2017, O.M. No. 12-3/2016-E.III(A) dated 20.07.2017 & O.M. No. 12-3/2016-E.III(A) dated 04.02.2019.

Above arrangement is in addition to their existing responsibilities and no extra remuneration shall be payable.

The joining/relieving & work allocation report will be sent to Administration, ICT Branch & E-office Cell for information and mapping purposes.

Hindi version will follow.

Signed by
Sanjay Kumar Rana
(SANJAY KUMAR RANA)
Deputy Director (Admin)
Date: 01/10/2024 16:18:20

To,

Concerned Official(s).

Copy to: -

1. All Concerned Branches, R.O. Faridabad/Cash/PG/F&A/E-office, Cell, R.O. Faridabad
2. All Concerned Branch Offices/DCBOs under jurisdiction of R.O. Faridabad.
3. Rajbhasha Branch, R.O. Faridabad for Hindi Translation please.
4. Service Book/Personal File/APAR/Notice Board/Guard File/P.A. Cell R.O. Sec-16 Faridabad.
5. Sh. Brijesh Mishra (Website Content Manager) with request to upload on Regional Office webpage.
6. General Secretary, Officers Association/ESIC Employees Union Haryana/SC & ST Association, Haryana.