



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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No. F-25011/1/2025-FA-VII

Dated:- 25/08/2025

To,

All The RDs/Deans/JDs(I/C)

ESIC RO/SRO/Hospitals & Med. college.

Subject: - Excess expenditure over allotted Budget Estimates-reg.

Sir/Madam,

It has come to notice that certain field units have been seeking condonation for incurring expenditure beyond the sanctioned Budget Estimates across various financial years.

The competent authority has taken serious note of these deviations. All concerned are hereby directed to strictly comply with the expenditure control procedures outlined in Chapter 20 of the Manual of Audit and Accounts, Volume I.

However, in cases where condonation is deemed necessary, accounting units must submit a detailed explanation/justification for the excess expenditure to their respective divisions **on or before 15.09.2025**. This is essential for consolidation and subsequent reporting to the Corporation during the upcoming budget meeting.

This issues with the approval of the Financial Commissioner.

Yours faithfully,

Parikshit Singh

Director(F)

Copy to

The Divisional Heads, ESIC HQ - proposals received from field units may be consolidated and submitted to this division **on or before 15.10.2025** for necessary action.