



क.रा.बी.नि.
E.S.I.C.

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



सत्यमेव जयते

मुख्यालय/HEADQUARTERS

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F.No.C-14014/4/2024-MED-VI

Dated : 09.06.2025

To

The Director (Medical) Delhi,
Director (Medical) NOIDA,
Medical Superintendent, ESIC Hospitals
Dean, ESIC Medical/ Dental Colleges,
Principal, ESIC Nursing Colleges,

**Director In-charge/ Joint Director In charge, Sub-Regional
Offices.**

Sub. : Instituting disciplinary proceedings against employees in the cadres of Nursing Officer, Senior Nursing Officer, Sr. Dietician, Dietician, Sr. Technical Assistant (E.C.G.), Medical Record Officer, Sr. Technical Assistant (Radiology), Physiotherapist, Occupational Therapist and Dental Hygienist for whom the Director General, ESIC, is the competent authority for imposing major penalty under ESIC (Staff and Conditions of Service) Regulations, 2023 - regarding.

Madam/Sir,

I am directed to invite your attention to the relevant provisions stipulated under Regulation 11, 12 and Second Schedule to ESIC (Staff and Conditions of Service) Regulations, 2023 in regard to instituting disciplinary proceedings against employees in the cadres of Nursing Officer, Senior Nursing Officer, Sr. Dietician, Dietician, Sr. Technical Assistant (E.C.G.), Medical Record Officer, Sr. Technical Assistant (Radiology), Physiotherapist, Occupational Therapist and Dental Hygienist.

Regulation 12 of ESIC (Staff and Conditions of Service) Regulations, 2023 stipulates as under :

"12. Disciplinary authority and the authority to institute disciplinary proceedings. -

(1) The disciplinary authorities in respect of posts under the Corporation are as specified in the Second Schedule.

(2) A disciplinary authority, competent under these regulations to impose any of the penalties specified in clauses (i) to (v) of regulation 11, may institute disciplinary proceedings against any employee for the imposition of any of the penalties specified in clauses (vi) to (x) of the said regulation, notwithstanding that such disciplinary authority is not competent under these regulations to impose any of the penalties specified in clauses (vi) to (x)."

In view of rule position explained above, you are competent enough to institute/ initiate disciplinary proceedings against employees in above mentioned nursing and para medical cadres under minor and major penalty procedure. Although, minor penalties (specified in clauses (i) to (v) of the said Regulation 11) can be imposed by you as per enabling relevant provisions of the second schedule to ESIC (Staff and Conditions of Service) Regulations, 2023, yet, for imposition of major penalty (specified in clauses (vi) to (x) of the said Regulations 11), after completion of the inquiry, the case needs to be referred to Hqrs. as per procedure, for imposition of any of major penalties as aforesaid by the competent authority i.e. the Director General.

In case it is observed after initiation of disciplinary proceedings against the charged official, that it is not reasonably practicable to hold an inquiry in the manner provided in CCS (CCA) Rules, 1965, the case may be referred to Hqrs. with reasons duly recorded in writing for making such orders thereon as the competent authority at Hqrs. deems fit.

This issues with the approval of Director General.

Yours faithfully,

(SANJAY KUMAR GUPTA)
Asstt. Director (MA)

Copy for information and necessary action to :-

1. PPS/ PS to all the Zonal ICs and Zonal MCs.

2. All Addl. Commissioners & Regional Directors/Regional Directors/Joint Directors(I/C)/Dy. Directors(I/c)
3. All Deans of ESIC Medical Institutions
4. All Medical Superintendents of ESIC Hospitals
5. D(M)D, D(M)N and NTA
6. Dy. Director, Vigilance Branch, ESIC Hqrs.
7. Vigilance Branch, ESIC Hqrs.,
8. Website Content Manager with a request to upload the same on ESIC Website.