



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, सैक्टर-16, फ़रीदाबाद-121002
Panchdeep Bhawan, Sector-16, Faridabad-121002
Phone: 0129-2222980 E-mail: rd-haryana@esic.nic.in
Website: www.esic.gov.in

File No: 13.A.22/13/01/2022-Admin (E-146740)

Dated: 07.02.2024

OFFICE ORDER NO. 77 OF 2024

In pursuance of Office Order No. 40 of 2024 dated 07.03.2024 under file No. A-22/13/1/AGT/Gr.B/2024-E.I issued by H.Q.(E-I) in r/o orders for transfer/posting of Officers in the cadre of Private Secretary with immediate effect, the Competent Authority has ordered for internal arrangement in r/o the following officers with immediate effect.

Sr. No	Name of Official (Sh./Smt./Miss)	Emp Id/Roll No.	Designation	Present Place of Posting	Ordered place of posting/assignment/Work allocation
1.	LAXMI PARSAD	115977	Private Secretary (Group-B)	Attached with ASSISTANT DIRECTOR(OL), R.O. FARIDABAD for work of prachar prasar of Rajbhasha under the supervision of A.D. (Official Language), R.O. Faridabad, (who will also be reporting officer of the concerned official till further orders) including all Hindi minutes in Suvidha Samagam and other meetings in R.O. Faridabad	Relieved w.e.f. 09.05.2024(A.N.) by R.O. Faridabad vide Relieving Memorandum of even number dated 09.05.2024 In pursuance of Office Order No. 40 of 2024 dated 07.03.2024 under file No. A-22/13/1/AGT/Gr.B/2024-E.I issued by H.Q.(E-I)
2.	AMRIT LAL	100141	Private Secretary (Group-B)	Joined R.O. Faridabad w.e.f. 14.05.2024(F.N.) in pursuance of Relieving Office order No.81 of 2024 dated 13.05.2024 issued under file No.A-19/12/2024/PS/Relieving/E.I by ESIC H.Q.(E-1) relieving the official w.e.f. 13.05.2024(A.N.) in pursuance of Office Order No. 40 of 2024 dated 07.03.2024 under file No. A-22/13/1/AGT/Gr.B/2024-E.I issued by H.Q.(E-I)	Attached with ASSISTANT DIRECTOR(OL), R.O. FARIDABAD for work of prachar prasar of Rajbhasha under the supervision of A.D. (Official Language), R.O. Faridabad, (who will also be reporting officer of the concerned official till further orders) including all Hindi minutes in Suvidha Samagam and other meetings in R.O. Faridabad

The relinquishing/assumption of charge of the respective branches/branch offices/assignments as above may be ensured with immediate effect.

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

Hindi version will follow.

Signed by Sanjay Kumar
Rana
(SANJAY KUMAR RANA)
Date: 20-05-2024 12:49:41
(Deputy Director (Admin))

To,

Concerned Official(s)

Copy to:

- The Insurance Commissioner (North Zone), ESIC H.Q. Office, New Delhi for kind information please.
- The Insurance Commissioner (Establishment-I/P&A), ESIC H.Q. Office, New Delhi for kind information please.
- All Concerned Branches, R.O. Faridabad/Rajbhasha/Cash/PG/F&A/E-office, Cell, R.O. Faridabad
- All Concerned Branch Offices/DCBOs under jurisdiction of R.O. Faridabad.
- Rajbhasha Branch, R.O. Faridabad for Hindi Translation please.
- Service Book/Personal File/APAR/Notice Board/Guard File/P.A. Cell R.O. Sec-16 Faridabad.
- Sh. Brijesh Mishra (Website Content Manager) with request to upload on Regional Office webpage
- General Secretary, Officers Association/ESIC Employees Union Haryana/SC & ST Association, Haryana