



HEADQUARTERS
EMPLOYEES' STATE INSURANCE CORPORATION
(An ISO 9001-2000 certified organisation)
PANCHDEEP BHAWAN C.I.G MARG NEW DELHI-2
Website: esic.nic.in/
Ph.- 011-23234092/ Fax - 011-23234537

No.A-27/17/1/7th CPC/2016-E.III

Dated:-24.07.2018

MEMORANDUM

Sub: Leave encashment Facility to ESIC Employees – reg.

The Ministry of Labour & Employment, Govt. of India vide their letter No.A-11014/1/2006-SS.I dated 09.07.2018 directed ESIC to discontinue the existing practice of leave encashment to ESIC employees and also to recover leave encashment facility availed after implementation of 7th CPC in ESIC. Accordingly, the following shall be strictly implemented:-

1. The existing facility of leave encashment of Earned leave to the extent of 15 days in a year stands withdrawn with effect from the date of implementation of 7th CPC in ESIC.
2. Leave Encashment availed in excess of 10 days, if any, during the two year block of 2016-17 may be recovered.
3. From the block of 2018-19 onwards only 10 days leave encashment is permitted along with LTC as per Government of India rules, i.e., maximum 6 times (i.e. 60 days) during service.
4. The recovery shall be made in case of employees who have retired during 2016-17, after adjusting for 10 days as mentioned at point No.1 above.

This issues with the approval of Competent Authority.



(J. SRIVASTAVA)
ASST. DIRECTOR

Copy to:-

1. PPS to Director General / Financial Commissioner for information.
2. PPS to all Insurance Commissioners.
3. All the Regional Directors/ Dir. (I/c)/ Jt. Dir. (I/c) of ROs/ SROs.
4. Dir. (Med.) Delhi/ NOIDA/ K.K. Nagar.
5. SSMC/ SMC of all States.
6. Medical Superintendents ESI Hospitals/ ESIC Model Hospitals/ Dean, Medical Education Institutions.
7. Jt. Director/ Dy. Director (Fin.) of all Regions/ Sub Regions/ Hospitals/ Medical Educational Institutions.
8. Director, E-V Hqrs Office.
9. Fin. & A/c's Branch-III, Cash Branch of Hqrs Office.
10. Finance & Accounts Branch-III/ IV, Hqrs Office.
- ✓ 11. Website Content Manager with the request to upload it on the website of ESI Corporation.
12. Guard File/ Spare Copies.


ASST. DIRECTOR