

 <p>सत्यमेव जयते</p>	<p>क्षेत्रीय कार्यालय: महाराष्ट्र  <b>REGIONAL OFFICE: MAHARASHTRA</b>          कर्मचारी राज्य बीमा निगम  <b>EMPLOYEES' STATE INSURANCE CORPORATION</b>          श्रम एवं रोजगार मंत्रालय, भारत सरकार  <b>Ministry of Labour &amp; Employment, Govt. of India</b>          108, पंचदीप भवन, एन.एम. जोशी मार्ग, लोअर पारेल, मुंबई 400 013          108, Panchdeep Bhavan, N.M. Joshi Marg, Lower Parel, Mumbai 400 013          फोन / Phone No.: 022-61209760, Email: estt2-mh@esic.nic.in</p>	
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No.: 31-A-33/16/1/15/Estt.II/2024(Reg. SSO)

Date: 01.01.2025

**OFFICE ORDER NO.03 A) OF 2025**

In pursuance to Hqrs. Office Order No. 203 of 2024, issued under reference No. A-22/15/3/2023-E.I( SSO DPC) dated 31/12/2024, the Competent Authority is pleased to convey *in situ* promotion of the following officials from the cadre of Assistants / Head Clerk to the cadre of Social Security Officer/ Manager Gr. II/ Superintendent in Level – 7 (Rs. 44,900 – 1,42,400/-) on regular basis on the recommendations of the Review Departmental Promotion Committee held on 24/12/2024. Their appointment on promotion as Social Security Officer is made under Section 45 (1) of the Employees' State Insurance Act, 1948:

Sr. No.	Name of the Officials (S/Sh./Ms.)	Desig.	Cat.	Present place of posting
1	Sushma Pravin Shetty	Assistant	UR	SRO Marol
2	Girish P. Kharche	Assistant	UR	SRO Nagpur
3	Victor Jeshi James	Assistant	UR	SRO Nagpur
4	Amit Y. Lanjewar	Assistant	UR	SRO Nagpur
5	Ravindra A. Suradkar	Assistant	UR	SRO Nasik
6	Nitin A. Jadhav	Assistant	UR	SRO Thane
7	Parag P. Landge	Assistant	UR	SRO Nagpur


1. All above officials are promoted at their present place of posting for the time being only and their transfer/posting order will be issued separately in due course as per the administrative requirement/feasibility. Consequent upon their joining to the promoted post they will have all India transfer liability.
2. The officials who have already been promoted vide HQ office order No. 85 of 2021 dated 05.05.2021 & R.O. Mumbai Office Order No. 123(A) of 2021 dated 07.05.2021 and assumed the charge of the post on promotion and included in this order their date of promotion on regular basis shall remain same with reference to the date they had taken charge of the promoted post.
3. All promotees will be on probation for a period of one year from the date of their regular promotion in terms of Recruitment Regulations, 2007 for the post of SSO/Regulation 5 (3) of ESIC (Staff & Conditions of service) Regulations 1959.
4. Pay on promotion will be fixed in level-7 (Rs. 44,900- 1,42,400/-) as per the provisions of FR 22 (I)(a)( 1). Promotees shall exercise their option for fixation of pay under FR 22(I)(a)(1) within one month from the date of promotion as per the saving clause under the FR22(I)(a)(1).
5. The declaration by the officials (except the officials falling under Para 2 above) regarding acceptance or refusal of the promotion offered shall be communicated by the officials concerned within 6 days on receipt of this order in the prescribed proforma sent to them by their controlling officer. The declaration which is not in the prescribed proforma will not be accepted in any

*Handwritten signature*

circumstances. It would be the responsibility of the controlling authorities to ensure that the declaration by the official concerned is in the prescribed proforma only (copy enclosed).

6. The Officials (except the officials falling under Para 2 above) who decline the offer of promotion will not be considered for regular promotion for a period of one year from the date of refusal of first promotion or till a next vacancy arises whoever is later (as per para 17.12 of DoPT OM dated 10.04.1989) and will also be passed over resulting in loss of seniority, as per rule, and the other officers promoted on regular basis prior to the dates of their next promotion to the cadre of Social Security will become senior to them.
7. The seniority of the aforesaid officials will be fixed as per the extant rules and as per the revised panel recommended by the Review DPC.
8. The proceedings of the Review DPC held on 24.12.2024 and above promotion shall be subject to the further orders which may be passed by Hon'ble Supreme Court in light of DoPT O.M. No. 36012/11/2016-Estt(Res.I) dated 15.06.2018. The above proceedings and promotion order is subject to court/CAT case, if any? in the matter of Seniority of Assistant etc.
9. All Other terms and conditions of the HQ Office Order No. 85 of 2021 dated 05.05.2021, which is not in contrary to above, shall remain same.
10. The officials who have been promoted vide HQ office order No. 85 of 2021 dated 05.05.2021 and have assumed charge to the promoted post and not been included in this order, shall be subject to subsequent order(s).
11. All Other terms and conditions of the HQ Office Order No. 203 of 2024 dated 31.12.2024, which is not in contrary to above, shall remain same.

Encl.: As above

  
(Dinesh Sonkusare)  
Dy. Director (Admn.)

**Copy To:**

1. Person concerned / Concerned Branches.
2. The Director General, E-I, Hqrs. Office, New Delhi.
3. The Medical Superintendent, ESICMH Andheri/ESICH Kolhapur/Bibvewadi/The Dean, PGIMSR Andheri.
4. P.S. to A.C.
5. The AC & RD I/c, SRO Thane.
6. Director, Dept. Enquiry / Dy. Director, Vigilance (WZ)/ ZTI (WZ).
7. Deputy Director I/c, SRO Aurangabad/SRO Nasik/SRO Marol/SRO Nagpur/SRO Pune.
8. Estt. Br. I/III/CRI Branch/Fin. & A/c's. Branch, RO Mumbai.
9. General Secretary, ESIC Officers' Association, RO Mumbai
10. General Secretary, ESIC Employees' Union, Mumbai.
11. ESIC Employees' Co-op. Credit Society, Mumbai.
12. Secretary, ESIC SC/ST/OBC Employees' & Officers' Welfare Association, Mumbai.
13. SC/ST Cell, RO Mumbai/O.O. File/Personal files.

DECLARATION

(A) With Reference to the Hqrs. Office Order No ..... of 2024 dated 31.12.2024, I submit that I unconditionally accept the regular promotion as ordered.

(B) Further I hereby declare that I will abide by all terms and conditions stipulated therein in the aforesaid Office Order.

(C) I am presently working as Assistant/Head clerk in \_\_\_\_\_  
Regional Office/Sub Regional Office/ESIC Medical College/Hospital.

**(Signature of the official)**

NAME : .....

EMP ID.....

DATE:-.....

(A) With reference to the Hqrs. Office Order No ..... of 2024 dated 31.12.2024, I submit that I am not able to accept the regular promotion as ordered. I, therefore, request that I may be permitted to decline the regular promotion ordered.

(B) I am presently working as Assistant/Head clerk in \_\_\_\_\_  
Regional Office/Sub Regional Office/ESIC Medical College/Hospital.

**(Signature of the official)**

NAME : .....

EMP ID.....

DATE:-.....



**Sub: Acceptance of Promotion to the post of \_\_\_\_\_**

In pursuance of the Regional Office Order No. \_\_\_\_\_  
dated: \_\_\_\_\_, I submit that I unconditionally accept & join the regular  
promotion to the post of \_\_\_\_\_ w.e.f \_\_\_\_\_ at ordered  
place of posting \_\_\_\_\_.

**( Signature of the Official)**

Name:- \_\_\_\_\_

Date:- \_\_\_\_\_

Place of Posting:- \_\_\_\_\_

**Sub: Non-acceptance of Promotion to the post of \_\_\_\_\_**

In pursuance of the Regional Office Order No. \_\_\_\_\_  
dated: \_\_\_\_\_, I submit that I am not able to accept the regular  
promotion to the post of \_\_\_\_\_ as ordered.

**(Signature of the Official)**

Name:- \_\_\_\_\_

Date:- \_\_\_\_\_

Place of posting:- \_\_\_\_\_

