



कामगार राज्य विमा महामंडळ
(कामगार आणि रोजगार मंत्रालय, भारत सरकार)

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



क्षेत्रीय कार्यालय/क्षेत्रीय कार्यालय/Regional Office Maharashtra

पंचदीप भवन, 108, एन. एम. जोशी मार्ग, लोअर परेल, मुंबई-400 013

पंचदीप भवन, 108, एन. एम. जोशी मार्ग, लोअर परेल, मुंबई-400 013

Panchdeep Bhavan, 108, N.M. Joshi Marg, Lower Parel, Mumbai – 400 013

Phone: 022 61209700/742 Email: rd-maharashtra@esic.nic.in

Website: www.esic.nic.in

File No.:31/U/16/29/IntraR.T. Nursing&Paramedical/MedAdmn./2023
03-2025

Date :21-

Circular

Sub: Online submission of options for intra-region transfer/posting in respect of Paramedical Group-C cadre employees of ESI Corporation for the year 2025- reg.

Ref: 1)Transfer/Posting policy no. Z-11/11/1/Misc/2021-Med.VI-Part(3)(ई779649) dated 28.12.2024.

2) Letter No. 31/U/16/29/IntraRegion TransferPostingPolicy /Nursing&Paramedical/ MedAdmn./2023, dated 02.2025 regarding List of vacancy position for transfer.

Attention of all Paramedical employees in the cadres mentioned under subject above in Employees' State Insurance Corporation (ESIC), employees of Maharashtra region is drawn to ESIC Headquarters office issued transfer policy no. Z-11/11/1/Misc/2021-Med.VI-Part(3)(ई779649) dated 28.12.2024 and this office issued letter no. 31/U/16/29/IntraRegionTransfer PostingPolicy/ Nursing&Paramedical/MedAdmn./2023, dated 13.02.2025 regarding list of vacancy position for transfer.

All the concerned Group 'C' Paramedical cadre employees are requested to go through the said Headquarters office issued Intra Region Transfer Policy and List of Vacancy Position published on dated 14.02.2025. As per the policy, the Group C employee may submit their order of preferences for vacant post within the region. Accordingly, the online portal for submission of options for their transfer/posting is opened on **21.03.2025** and the closing time and date for submission of options is scheduled at **23:59**

Hrs. on 27.03.2025. Online transfer requests be only considered as per policy, no physical request will be considered.

Respective Head of Office (HoO) are requested to forward all the requests so received, from their end, after due verification of the details mentioned and uploaded supporting documents therein, through online mode by **23:59 Hrs on 02.04.2025**. Head of Offices, before approving/forwarding the online transfer/posting application shall ensure that the concerned employee fulfills the required eligibility criteria for transfer/posting as per the policy. HoO shall ensure that no transfer request remains pending on their part after **02.04.2025**.

If any official submitted their request prior to open date, may revoked/withdraw and resubmit the request of transfer before closing date.

Any issue related to "Transfer Module", may be taken up only with the ICT Division, Headquarters through e-mail - **ithelpdesk@esic.nic.in**.

All the Controlling Authorities are requested to bring this Circular to the notice of all the employees concerned.

This issues with the approval of the Competent Authority

Encl: As above

(Dinesh Sonkusare)

Dy. Director, Medical Admn. Cell

Copy to:-

1. Medical Superintendent, ESIC Model Hospital Andheri, Kandivali east, Akurli Road, Near Thakur house, Mumbai-400101.
2. Medical Superintendent, ESIC Hospital Bibvewadi, Pune
3. Medical Superintendent, ESIC Hospital Kolhapur
4. Sub Regional Office I/c of Marol, Thane, Nagpur, Pune, Aurangabad, Nasik.
5. All Dispensary Cum Branch Offices of MH Region.
6. General Secretary, All India ESIC Nursing Officers Association, Maharashtra Region
7. General Secretary, ESIC Paramedical Employees Union, Maharashtra Region
8. Medical Benefit Branch, R.O. Mumbai.
9. P.S. to Regional Director(I/c), ROMaharashtra.
10. ICT Branch, RO Mumbai, to upload on ESICwebsite.

