



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



मुख्यालय/Headquarters
पंचदीप भवन, सी.आई.जी. मार्ग, नई दिल्ली-110002
Panchdeep Bhawan, C.I.G. Marg, N. D.-110002
Phone: 011-23604754/011-23218789
Email: pr.branch-hq@esic.nic.in
Website: www.esic.gov.in

F. No. E-13/14/01/2025-PR

Dated: 31-01-2025

Memorandum

Sub: Observance of 74th 'ESIC Foundation Day' & 'Special Services Fortnight' - 2025 - reg.

ESIC will be observing '**Special Services Fortnight**' from **24th February, 2025** which will conclude on **10th March, 2025**. A detailed schedule of activities to be organized by R.Os/S.R.Os, MCHs & Hospitals is attached herewith for information and required action. It is requested that these activities be communicated in the local language to ensure wider participation. In addition, collaboration with Employers' Associations and Employees' Trade Unions is encouraged to extend the outreach and maximize involvement.

Date	Activities	Concerned Offices
24.02.2025	Seminars/Awareness Camps, Public Health Awareness/Health Talks/Basic Life Support Education Camps	R.Os/S.R.Os to hold Seminar / Awareness Camps in coordination with Employers' Association / Trade Unions, etc.
		All ESIC Medical Colleges and Hospitals(MCHs), ESIC/ESIS Hospitals and Dispensaries will hold Public Health Awareness/Health Talks/Basic Life Support Education Camps in industrial clusters.
25.02.2025	Cleanliness drive	All Regional Offices, Sub-Regional Offices, ESIC MCHs and ESIC Hospitals to identify areas and undertake cleanliness drive.
27.02.2025	'Suvidha Samagam' alongwith 'Nidhi Aapke Nikat2.0' of EPFO, Health check-up camps	All Regional Offices, Sub-Regional Offices, Branch Offices to collaborate with EPFO Offices of respective areas and hold 'Suvidha Samagam' alongwith 'Nidhi Aapke Nikat2.0' of EPFO.
28.02.2025	Preventive Health check-up camps/ Health Screening Camps	All ESIC MCHs and ESIC/ESIS Hospital in coordination with Regional Offices, Sub-Regional Offices, Branch Offices will hold Preventive Health check-up camps/Health screening camps at Industrial Clusters. This may be also utilized for creating awareness about ESI Scheme and its benefits.
03.03.2025	Yoga & Ayush Camps	All ESIC MCHs and ESIC/ESIS Hospitals will hold Yoga & Ayush Camps in the areas having higher concentration of workers/big employers. Regional Offices/Sub-Regional Office will identify such areas having higher concentration of workers/ big

		employers in-coordination with Hospital.
04.03.2025	Preventive Health check-up camps/ Health Screening Camps	All ESIC MCHs and ESIC/ESIS Hospital in coordination with Regional Offices, Sub-Regional Offices, Branch Offices will hold Preventive Health check-up camps/Health screening camps at Industrial Clusters.
05.03.2025	Suvidha Samagam	All Regional Offices, Sub-Regional Offices, ESIC MCHs, ESIC/ESIS Hospitals, and Dispensaries will hold 'Suvidha Samagam' to redress the grievances of Insured Workers/their family members and employers.
06.03.2025	Special drive on making all the equipment functional, which have been procured recently	All ESIC MCHs and ESIC/ESIS Hospitals will conduct Special Drive on making all the equipment functional and maximise in-house facilities / treatment / test thereby reducing the referrals.
07.03.2025	Health Exhibition/Health Melas, Competition/Quiz, Nukkad Natak	All ESIC MCHs and ESIC/ESIS Hospitals in coordination with Field Offices will hold Health Exhibition/Health Melas & Nukkad Natak at Industrial Clusters for creating awareness on ESI Scheme.
24.02.2025 to 09.03.2025	Clearance of pending bills/claims of Insured Workers/ Dependents and Channel Partners	All Regional Offices, Sub-Regional Offices, ESIC MCHs and ESIC/ESIS Hospitals will run Special Drive to clear the pending bills/claims of Insured workers/ dependents and Channel Partners (Tie-up Hospitals, Service Providers, etc.).
10.03.2025	Observance of Concluding Day of ESIC/ Special Services Fortnight	All Regional Offices, Sub-Regional Offices, ESIC MCHs and ESIC/ESIS Hospitals to observe the Concluding Day of ESIC 'Special Services Fortnight' , by focusing on clearance of pendency (if any) of all due payments to the Insured Persons and / or beneficiaries.

All the ESIC Field Offices/Hospitals/ Medical Institutions are directed to illuminate the building/premises of the office during **'Special Services Fortnight'** from **24.02.2025 to 10.03.2025**.

All the ESIC Field Offices/Hospitals/ Medical Institutions are also requested to send compliance reports on activities carried out to the concerned Divisions of ESIC Hqrs., on daily basis. **Also, some activity related quality Photographs & Video Clips etc. (wherever necessary) along with a brief Note may be mailed/ sent on WhatsApp to PR Branch, Hqrs. immediately after the event/programme for wider publicity through ESIC/MoL&E Social Media Handles etc.**

This has the approval of the Director General.

(Rakesh Kumar)
Dy. Director (PR)

To:-

- 1. PPS/PS to DG/FC/CVO/All ICs/All MCs** for information and further necessary action - with regard to their concerned section. It is also requested that the Divisional Heads must coordinate and monitor all the activities related to their subject matter from the day of issue of this Memorandum (from 03.02.2025 onwards)
- 2. All Zonal ICs/All Zonal MCs** for information and further necessary action - with regard to

their concerned Zones. It is also requested that the Zonal Heads must coordinate and monitor all the activities related to their Zones from the day of issue of this Memorandum (from 03.02.2025 onwards)

- 3. All Addl. Commissioners & Regional Directors/Regional Directors/Joint Directors (I/c)/Dy. Directors (I/c)**
- 4. All Deans of ESIC Medical Institutions**
- 5. All Medical Superintendents of ESIC/ESIS Hospitals**
- 6. D(M)D, D(M)N and NTA**
- 7. Website Contents Manager with a request to upload the same on ESIC Website.**
- 8. Rajbhasha Shakha - with request to upload the Memorandum in Hindi.**