



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 सी०आई०जी रोड, नई दिल्ली-110002  
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002  
Phone: 011-23604700 Email: dir-gen@esic.nic.in  
Website: www.esic.nic.in / www.esic.in

No. R/747/2023-Bft.I

Dated: 10.08.2023

To,

All Regional Directors/Director(I/Cs)/Jt. Dir.(I/Cs),  
Regional Offices/Sub-Regional Offices,  
ESI Corporation

**Subject: Regarding Review of old pending Accident Reports.**

Sir,

An instance came to the notice of Hqrs. Office where in one accident case, where relevant records were not submitted by the employer, the case was temporarily closed by the concerned Branch Manager without initiating any legal action against the employer and further without intimating to the respective SRO about temporary closure of the case. This resulted in inordinate delay in disposal of the case and caused undue inconvenience to the dependents. It has been viewed seriously by the Competent Authority.

It is, therefore, advised that necessary instructions may be issued to all the Branch Managers under your jurisdiction to review all pending Accident Reports and take necessary action to dispose of such pending cases at the earliest. No case should be temporarily closed by the Branch Manager of the respective Branch office.

In case of non-production of records by the employer, necessary legal action may be taken against the wilful defaulting employers in accordance with the provisions under the ESI Act, 1948, ESI (Central) Rules, 1950 & ESI (General) Regulations, 1950, if required, after completing all necessary formalities. It may be noted that prosecution action against the employers may be taken only in exceptional cases and not as a routine matter.

**This issues with the approval of Director General (ESIC).**

Yours faithfully,

Signed by Sunil Yadav

Date: 10-08-2023 13:17:47

Reason: Approved  
(Sunil Yadav)

Deputy Director(Benefit)