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|------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <br><b>E.S.I.C.</b> | <p>ಕಾರ್ಮಿಕ ರಾಜ್ಯ ವಿಮಾ ನಿಗಮ<br/>(ಕಾರ್ಮಿಕ ಮತ್ತು ಉದ್ಯೋಗ ಸಚಿವಾಲಯ, ಭಾರತ ಸರ್ಕಾರ)<br/> <b>ಕರ್ಮಚಾರಿರಾಜ್ಯಬೀಮಾನಿಗಮ</b><br/>         (ಶ್ರಮ एवं रोजगार मंत्रालय, भारत सरकार)<br/> <b>EMPLOYEES' STATE INSURANCE CORPORATION</b><br/>         (Ministry Of Labour &amp; Employment, Govt. of India)</p> | <br>सत्यमेव जयते | <p>ಉಪ ಪ್ರಾದೇಶಿಕ ಕಛೇರಿ, ಪೀಣ್ಯ<br/>         ಹರಿಣಿ ಟವರ್ಸ್, 3ನೇ ಅಡ್ಡರಸ್ತೆ, 3ನೇ ಮುಖ್ಯರಸ್ತೆ, ಆಫ್ ರಿಂಗ್ ರೋಡ್ (ಎಸ್.ಟಿ.ಐ.ಹತ್ತಿರ),<br/>         2ನೇ ಹಂತ, ಇಂಡಸ್ಟ್ರಿಯಲ್ ಸಬ್‌ಬರ್ನ್, ಯಶವಂತಪುರ, ಬೆಂಗಳೂರು-560022.</p> <p><b>उप क्षेत्रीय कार्यालय, पीन्या</b><br/>         हरिनी टावर्स, 3रा क्रॉस, 3रा मेन, (एफ.टी.आई.के. निकट), ऑफ रिंग रोड, 2रा<br/>         स्टेज पीन्या, इंडस्ट्रियल सबर्ब, यशवंतपुर, बंगलौर- 560022.</p> <p><b>SUB REGIONAL OFFICE, PEENYA</b><br/>         Harini Towers, 3rd Cross, 3rd Main, Off Ring Road, (Near F.T.I.),<br/>         II Stage, Industrial Suburb, Yeshwanthpur, Bangalore -560022.<br/>         Phone: 080-23376821/831, Email: sro-peenya@esic.nic.in</p> |
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No. 49.A.22.17.TRF.09.Estt

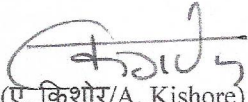
Date: 07.04.2025

**कार्यालय आदेश संख्या / OFFICE ORDER NO. 052 of 2025**

अधोहस्ताक्षरी ने तत्काल प्रभाव से अधिकारियों के बीच निम्नलिखित कार्य आवंटन का आदेश दिया है। The undersigned has ordered the following allocation of work among the Officers with immediate effect.

| Sl. No | Name of the Branch Officer & Designation Shri / Smt | Name of the Branch                                                                                                                                                                                                                        | 1 <sup>st</sup> Substitute Officer Shri / Smt | 2 <sup>nd</sup> Substitute Officer Shri / Smt |
|--------|-----------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------|-----------------------------------------------|
| 1.     | Arasada Kishore, Joint Director (I/c)               | Administration Branch, Inspection Branch, Public Grievance, Appellate Authority u/s 45AA, Overall supervision of SRO Peenya and Jurisdictional Offices                                                                                    | Kovid Dutt, Deputy Director                   | Ramita Singh Assistant Director               |
| 2.     | Kovid Dutt, Deputy Director                         | Finance & Accounts Branch, Insurance branch - I, II, III & Major Employer Cell (MEC) ICT                                                                                                                                                  | Arasada Kishore Joint Director                | Ramita Singh Assistant Director               |
| 3.     | Ramita Singh Assistant Director(OL)                 | Official Language, Accounting of Leaves & Updation of Service Records in r/o Group C staff, Cash branch, CPIO, General branch and Nodal Officer for Swachh Bharath, Nodal Officer for Public Relations, Nodal Officer for Aadhaar Seeding | Anil Kumar, Assistant Director                | Kovid Dutt, Deputy Director                   |
| 4.     | Anil Kumar, Assistant Director                      | Benefits Branch RR Cell Legal Branch, Digitisation of documents, Cleansing/ Updation of Employers Data                                                                                                                                    | Arasada Kishore Joint Director                | Ramita Singh Assistant Director               |

1. इंगित स्थानापन्न अधिकारी "धारा 45AA के तहत अपीलीय प्राधिकारी" के संबंध में लागू नहीं होंगे।  
The Substitute Officer/s indicated shall not be applicable with regard to "Appellate Authority u/s 45AA".
2. नियमित शाखा अधिकारियों की अवकाश अवधि के लिए स्थानापन्न व्यवस्था का आदेश दिया गया है।  
स्थानापन्न अधिकारी के रूप में आदेशित अधिकारियों के पास शाखा का पूर्ण प्रभार होगा, अधिकारियों को अधोहस्ताक्षरी को पहले से सूचित करना चाहिए और आपस में समन्वय करना चाहिए ताकि यह सुनिश्चित किया जा सके कि छुट्टी या दौरे पर जाने से पहले कम से कम एक वैकल्पिक अधिकारी कार्यालय में रहे। The substitute arrangement has been ordered for the non-availability of Officer either due to Leave or otherwise of Regular Branch Officers. Officers ordered as substitute officer shall have full charge of the branch, the officers should intimate to the undersigned well in advance and co-ordinate among themselves to ensure atleast one substitute officer remains in the office before proceeding on leave or tour.

  
(ए. किशोर/A. Kishore)

संयुक्त निदेशक(प्र)/Joint Director (I/c)

To,

1. The Officers concerned.
2. The Director General, Establishment I, ESIC Hqrs. Office, New Delhi -110002
3. The Regional Director(I/c), Regional Office, ESIC, Bengaluru.
4. All the Branch Officers, SRO-Peenya, ESIC, Bengaluru.
5. The CMO (I/c), DCBO, Chikkaballapur - for information.
6. The PS to the Joint Director (I/C), SRO — Peenya, ESIC, Bengaluru.
7. The Branch Managers, ESIC, Branch Office, Peenya—I / Peenya—II / Malleshwaram / Yeswanthpur / Yelahanka / Tumkur/DCBO Chikkaballapur.
8. All Branches of SRO, Peenya ESIC, Bengaluru.
9. Office Order file / Personal File / Notice Board.