



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



मुख्यालय, पंचदीप भवन,
सी. आई. जी. मार्ग, नई दिल्ली-110002
Headquarters Office, Panchdeep Bhavan,
C.I.G Road, New Delhi-110002
Email: chief-engr@esic.nic.in

File No. W/20/11/PMU/Monitoring/Planning Cell/2024-PMD Date: 31-05-2024

To,

All Regional Directors,
ESI Corporation

Subject: Monitoring of Capital works at regional level.

Reference:

- 1. TOL no. W-11/12/1/Misc./2016-PMD dated: 06.07.2023 regarding Monitoring of Construction projects**
 - 2. W-11/12/1/Misc/2016-PMD Date: 04.01.2024**
- Constitution of PMU and submission of report**

Sir/Madam,

With reference to above cited subject, it is to emphasize the importance of regular monitoring of Ongoing Capital Projects under the purview of ESIC in respective states/regions. There is a need for increased oversight and monitoring of Capital Projects by regular site visits and conducting PMU meeting for the respective Capital Projects (as per para 7.2 of SOP issued by ESIC Hqrs office). The regular site visits shall be to ensure the timely completion, adherence to milestones and identifying the potential bottleneck or delays that may hinder project progress, thereby preventing delays and cost overruns due to avoidable factors.

The Project Monitoring Unit constituted at the regional level are required to send the monthly progress report as per the proforma attached herewith as Annexure-A. Any additional information pertaining to the project will definitely help in better monitoring. The same can be sent to the undersigned at chief-engr@esic.nic.in also a copy may be sent to the concerned EE/AEE of the project at ESIC Hqrs level (Appendix - C attached)

Regional Directors are also directed to instruct the Engineers posted in regions to schedule site visits in such a way that it coincides with critical milestones. The frequency may be determined based on the project complexity and stage of development, however, it shall preferably fortnightly, allowing for more focused monitoring and timely identifying the delays.

Engineers are required to submit a comprehensive report following each site visit. This report should cover their observations, any identified

bottlenecks, and proposed solutions or recommendations. Report should be submitted promptly to the concern EE/AEE at ESIC Hqrs. under copy to Chief Engineer's office at ESIC Headquarters for necessary corrective actions and to provide timely support for on-time project completion.

Further, it is to inform that currently 44 nos. of project are in 'On-Going' stage, out of which 36 are scheduled to be completed in FY 2024-25 (list enclosed as Annexure-B). Hence, for effective and efficient monitoring, Project Monitoring Unit (PMU) shall have important details for each Capital Project such as Contract agreement copy, Statutory Approval, Milestones, programme/PERT/CPM chart etc. that may be obtained from Construction Agency or concern EE/AEE at PMD, ESIC Headquarters.

It is to reiterate that to facilitate regular monitoring activities, Regional office has to approve the tour programmes and to provide vehicles/staff car as instructed earlier vide letter no. W-11/12/1/Misc./2016-PMD dated: 06.07.2023 regarding Monitoring of Construction projects.

In view of above, Regional Directors are hereby requested to ensure the timely meeting of PMU and ample support to the Engineering Staff for regular site visits for regular monitoring and timely completion of Capital projects.

This is for your information and necessary action, please.

Yours faithfully,

Signed by Shiv Shankar
Mandal

Date: 31-05-2024 15:06:48

(S.S. Mandal)

Lt. Col.

Chief Engineer

Enclosure: As above

Copy to:

1. PPS to Zonal ICs/MCs- With a request to ensure implementation of monitoring program
2. PPS to IC PMD- For information please
3. EEs/AEEs, PMD, ESIC Hqrs- For information and necessary action.
4. WCM - With request to uploading in website.

Chief Engineer

Project Monitoring Unit Report

1. Name of Work :
2. Name of Construction Agency (CA) :
3. Name and contact of concern from CA :
4. Sanctioned Cost of work :
5. Revised Sanctioned cost, if any :
6. Tendered cost :
7. Stipulated Date of Start :
8. Stipulated Date of Completion :
9. Actual Date of Start :
10. Tentative date of Completion :
11. Details of documents available with PMU : -

S.No.	Name of document	Yes/No	If no, then reason
1	Contract agreement copy		
2	Statutory Approval: -		
2a	Approved building plans		
2b	Fire NOC		
2c	Consent for Establishment from Pollution Control board		
2d	Consent for Operate from Pollution Control board		
2e	Water connection & Drainage connection		
2d	Other statutory approval documents available		
3	Approved Structural/Architectural/Geo-technical/Service, GFC drawings		
4	Approved Milestones		
5	Revised Milestones, if any		
6	Programme/PERT/CPM chart		
7	Revised Programme/PERT/CPM chart, if any		
8	Type of Land (Free hold/Lease hold, etc) and Cost		
9	Availability of land documents (Yes/No)		

12. Date of PMU meeting :
13. Location of PMU meeting :
14. Date of previous PMU meeting :
15. Meeting attended by :

S.No.	From ESIC	From Construction Agency

16. Checklist for project progress:

Sl. No.	Parameter	Present status	Expected completion date	Remarks
	<u>Civil Work</u>			
1.	Building Structure a. Hospital Building b. Staff Quarter Buildings c. Other Ancillary Buildings			
2.	RCC work			
3.	Brickwork			
4.	Internal Finishing Work			
	a. Plastering			
	b. Flooring/ dado			
	c. Door/ Windows/ Partitions etc.			
	d. Painting			
	e. False ceiling			
5.	External Finishing Work			
	a. Plastering			
	b. Painting			
	c. Façade/ cladding etc.			
6.	Plumbing and Sanitation work			
7.	Horticulture Work			
8.	Boundary Wall & Gate Work			
9.	Furniture Work			
10.	External Road/ Pathways			
	<u>Electrical Work</u>			
1.	Internal Electrification			
2.	External Electrification			
3.	Substation work			
4.	Lift Works			
5.	DGs (including pollution certificate) + UPS			
6.	HVAC and other AC work			
7.	STP/ ETP work			
8.	WTP			

9.	Fire Safety, Suppression & Fighting work etc.			
10.	Basement Ventilation			
11.	STP & ETP			
	<u>Non -Medical Equipment</u>			
1.	CSSD and TSSU			
2.	Laundry			
3.	OTs			
4.	Kitchen & Canteen Equipment			
5.	MGPS			
6.	IT Networking, LAN, EPBAX, PA System etc.			
7.	IV Tree track & curtain system			
	<u>Statutory Compliances</u>			
1.	Fire NOC			
2.	Environmental Clearance			
3.	CTE and CTO for STP/ ETP			
4.	Lifts Licence			
5.	Electrical Inspector NOC			
6.	Electrical Connection			
7.	Water Connection			
8.	Sewerage Connection			
9.	Occupancy Certificate			
	Any other work in opinion of Construction Agency for completion of project in schedule time			

Overall Physical Progress %	
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17. Delay (Yes/No), if Yes then details of bottleneck/reasons:

S.No.	Type of Delay	Description	Recommendations of PMU

18. Recent photographs (min- 06 nos.) enclosed, Yes/No, if No then reasons thereof:

19. Any additional detail:

Annexure-B**List of On-Going Projects**

S. No.	Project Name	City	State	Tentative completion Financial year
1	Construction of 100 beds ESIC Hospital at Vizianagram	Vizianagram	Andhra Pradesh	2024-25
2	100 Bedded ESI Hospital at Rajamahendravaram*	Rajamahendravaram*	Andhra Pradesh	2024-25
3	200 bedded ESI Hospital, Beltola.*	Beltola	Assam	2024-25
4	04 Doctor ESIC Dispensary Cum Branch Office at Gaya (Bihar)	Gaya	Bihar	2024-25
5	Dispensary cum Diagnostic Centre and Office for ESIC at Mayur Vihar, Phase – I (Delhi)	Mayur Vihar	Delhi	2024-25
6	Construction of 2 nos. of Doctor Dispensary and Branch Office at Surendranagar, Gujarat.	Surendranagar	Gujarat	2024-25
7	Construction of 200 bedded (Up-gradable to 300 bedded) ESI Hospital at Surat Gujarat*.	Surat	Gujarat	2024-25
8	Construction of 05 Doctor Dispensary and Branch office for ESI Health care at Panchkula.	Panchkula	Haryana	2024-25
9	100 Bedded Hospital at Bawal (Haryana)	Bawal	Haryana	2024-25
10	100 Bedded Hospital at Bahadurgarh	Bahadurgarh	Haryana	2024-25
11	30 bedded ESI Hospital (expandable to 100 beds), Kala Amb (H.P.)	Kala Amb	Himachal Pradesh	2024-25
12	100 Bedded ESI hospital at Ompura (J&K)	Ompura	Jammu and Kashmir	2024-25
13	200 bedded ESI Hospital at Ranchi*	Ranchi	Jharkhand	2024-25
14	100 Bedded ESI Hospital at Shivamogga (Karnataka)	Shivamogga	Karnataka	2024-25
15	100 Bedded ESI Hospital at Doddaballapur (Karnataka)	Doddaballapur	Karnataka	2024-25
16	ESI Hospital Davangere*	Davagere	Karnataka	2024-25
17	Construction of ESIC Branch Office at Aluva (Alwaye)	Aluva	Kerala	2024-25
18	05 Doctor Dispensary at Chakkorathukulam, Kozhikode	Chakkorathukulam	Kerala	2024-25
19	Construction of ESI Dispensary, RDD Office (NZ), SRO and Sub Store at Chalappuram, Kerala	Chalappuram	Kerala	2024-25
20	300 bedded upgradable to 500 bedded ESI Hospital at Indore*	Indore	Madhya Pradesh	2024-25
21	Construction of 200 Bedded ESIC Hospital at Butibori, Nagpur, Maharashtra.	Butibori	Maharashtra	2024-25
22	Construction of 100 Bedded Hospital and 32 nos. Residential quarters including ESI Branch Office at Ulhasnagar *, Mumbai.	Ulhasnagar	Maharashtra	2024-25
23	Repair and Renovation work of 100 bedded existing ESIC Hospital & Staff Quarters at Kolhapur*.	Kolhapur	Maharashtra	2024-25

24	Construction of 228 Nos. Type-III Staff Quarters at D N Nagar, Andheri, Mumbai *.	Andheri	Maharashtra	2024-25
25	Construction 03 Doctor Dispensary at Bhawani Mandi, Rajasthan.	Bhawani Mandi	Rajasthan	2024-25
26	Construction of 03 Doctor Dispensary and Branch office at Bharatpur, Rajasthan.	Bharatpur	Rajasthan	2024-25
27	Construction of 05 Doctor dispensary cum branch office at Udyog Nagar, Kota, Rajasthan.	Kota	Rajasthan	2024-25
28	Construction of RCC Ramp for existing building (G+7) 300 bedded ESIC Modal Hospital, Sodala. Jaipur. Rajasthan*.	Sodala	Rajasthan	2024-25
29	Construction 100 bedded ESI Hospital Tuticorin, Tamilnadu	Tuticorin	Tamil Nadu	2024-25
30	200 bedded OPD Block at ESI Hospital at Sanath Nagar*	Sanath	Telangana	2024-25
31	05 Doctor Dispensary & Branch Office at Sector - 22 Noida	Sector - 22 Noida	Uttar Pradesh	2024-25
32	02 Doctor ESIC Dispensary at Nunhai, Agra (U.P.)	Agra	Uttar Pradesh	2024-25
33	300 bedded (including 50 beds SST) Hospital at Haridwar (Uttarakhand)	Haridwar	Uttarakhand	2024-25
34	100 bedded ESIC hospital Siliguri, West Bengal.	Siliguri	West Bengal	2024-25
35	100 bedded ESIC hospital at Haldia, West Bengal	Haldia	West Bengal	2024-25
36	Construction of 100 to 150 bed ESI Hospital at Asansol*	Asansol	West Bengal	2024-25
37	3 Doctor Dispensary at Sector 38, Phase-II, Industrial Estate Rai	Rai	Haryana	2025-26
38	3 Doctor dispensary at Institutional Plot No. ESIC Dispensary (ED-1), Phase-1, Industrial Estate Barhi.	Barhi	Haryana	2025-26
39	Construction of 100 Bedded ESI Hospital at Sriperumbudur, Tamilnadu	Sriperumbudur	Tamil Nadu	2025-26
40	350 Bedded (Upgradable to 500 beds) ESI Hospital at Sanand.	Sanand	Gujarat	2026-27
41	Construction of 200 Bedded (Upgradable to 500 Bedded including 50 beds of SST) ESIC Hospital at Bibewadi*, Pune.	Bibewadi	Maharashtra	2025-26
42	Construction of 5 Doctor Dispensary at Kundaim, Goa.	Kundaim	Goa	2025-26
43	Demolition, Construction and upgradation of ESI Hospital, Kalol*, Gujarat from 50 beds to 150 beds.	Kalol	Gujarat	2025-26
44	Construction of 350 bed+50 SST beds ESIC Hospital at Sheelanagar, Vishakhapatnam (A.P.)	Vishakhapatnam	Andhra Pradesh	2026-27

ANNEXURE-C

S.No.	States	Concerned Zonal In-charges at ESIC Hqrs	Contact details
1	West Bengal, Meghalaya, Mizoram, Nagaland, Tripura, Manipur, Sikkim, Assam, Arunachal Pradesh	Sh. Navkiranjit Singh, EE	Mobile: 8287001313 E-mail Id: navkiranjit.singh@esic.nic.in
2	Delhi-NCR, Punjab, Himachal Pradesh, Haryana, Ladakh, Chandigarh, J&K	Sh. Ajay Gupta, EE	Mobile: 9811610004 E-mail Id: ajaykr.gupta@esic.nic.in
3	Uttar Pradesh, Bihar, Jharkhand, Odisha, Chhattisgarh	Sh. Suresh Biswas, AEE	Mobile: 9953772567 E-mail Id: suresh.biswas@esic.nic.in
4	Gujarat, Goa, Rajasthan, Madhya Pradesh, Maharashtra	Sh. Yatesh Sharma, AEE	Mobile: 9999725151 E-mail Id: yatesh.sharma@esic.nic.in
5	Karnataka, Kerala, Tamilnadu, Puducherry, Andhra Pradesh, Telangana, Andaman & Nicobar, Lakshadweep	Sh. Thangarasu G, AEE	Mobile: 9999093002 E-mail Id: thangarasu.g@esic.nic.in