



इंडियन रेलवे कैंटरिंग एण्ड टूरिज्म कॉरपोरेशन लिमिटेड
(भारत सरकार का उद्यम-मिनी रत्न)

INDIAN RAILWAY CATERING AND TOURISM CORPORATION LTD.

(A Govt. of India Enterprise-Mini Ratna)

CIN: L74899DL1999GOI101707

Website: www.irctc.com, Email: info@irctc.com

No.2017/IRCTC/HRD/Labour Laws/ESIC(Pt.)

Dated: 28.05.2021

Group General Managers/IRCTC-

North Zone/New Delhi,

East Zone/Kolkata,

South Zone/Chennai,

South Central Zone/Secunderabad, and

West Zone/Mumbai.

All GGMs/GMs/Corporate Office/IRCTC/New Delhi

Sub: Compliance of various provisions of the Labour Laws – Contribution towards the ESIC.

The Regional Office, Employees' State Insurance Corporation/New Delhi, recently, carried out an investigation to assess payable ESI contribution for the period from 2012-13 & 2013-14, in respect of Employees of IRCTC and other expenditures incurred for maintenance, development, repairs, security services, pantry services for operation & management of the Corporation, fixed liability of IRCTC towards ESI contribution in respect of aforesaid heads. Accordingly, the matter was pursued at ESIC/RO/New Delhi, based on the available documents/records as provided by the concerned departments; but, we could not avoid the liabilities of Rs.4,24,795/- towards the ESI for want of documents maintained by respective departments.

In this regard, following are noticed:

SN	Observation	Remedial Action required
1	Although there is clause in the agreement with the Contractors/service providers that they will be liable to pay ESIC charges for the labour engaged by them, yet no evidences/documents were collected while disbursing the payment.	Before processing the bills payment to the Contractors/service providers, it should be ensured that a certificate or challan towards contribution for the ESI is attached with the bills.
2.	ESIC contribution towards the Consultancy fee and Stipend to the Trainees, if less than Rs.21,000/- pm, is liable to be paid, which has not been done in the past.	ESIC contribution should be ensured towards the Consultancy fee and stipend to the trainees, if payable.

Beside above, the instructions contained in Railway Board's letter No.2018/CE-I/CT/4 dated 17.10.2018 (re-circulated vide CO/HRD's letter No.2019/IRCTCHRD/Rly_Bd_Instruction dt.31.03.2021) for updating the details of workmen and the payments made towards the minimum wages, PF, ESI, etc. on Railway's **Shramikkalyan portal** by the Contractors/service providers should also be ensured. These instructions are to be incorporated in the Tender

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Documents invariably; and the Labour law compliances should be ensured before processing the bills for payment to the Contractors.

It is requested that all efforts should be made to ensure submission of the contribution towards ESI/PF, in addition to other compliances under various labour laws viz. Payment of Wages Act, Contract Labour (R&A) Act, Minimum Wages Act, etc.
This issues with the approval of the Competent Authority.

(Sandip Trivedi)
Group General Manager/HRD

Encl: As above.

- Copy to: 1. PS to CMD – for kind information of CMD.
2. Director/Finance – for kind information please.
3. CVO – for kind information please.