

URGENT/TIME LIMIT

DIRECTORATE OF INSURANCE MEDICAL SERVICES
Thycaud, Thiruvananthapuram - 14

Phone No. 0471-2323960

e-mail : dmskerala@gmail.com

Website : www.ims.kerala.gov.in

Date: 09/08/2019

No. F1-14314/2019/DIMS

CIRCULAR

Sub:- IMS Department - Budget Estimates 2020-21 preparation - Details

called for - Reg.

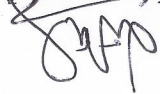
Ref:- Government Circular No. 70/2019/Fin Dated 29.07.2019

In order to prepare the Budget proposals for the year 2020-21, all Drawing & Disbursing Officers of this Department are requested to furnish the details in the proforma appended herewith.

The following points may be noted while furnishing the details.

- 1) No column in any proforma should be left unfilled
- 2) If no details is to be furnished in any column, Nil/NA should be noted there
- 3) Separate sheet should be used for each proforma
- 4) The Head of the institution should certify the correction of the figures furnished
- 5) The entire statements should reach this office on or before 20th August 2019. Any lapse in this regard will be viewed very seriously and defaulters will be proceeded against.

For Director of Insurance Medical Services



Encl:- Proforma

To

1. The Regional Deputy Director, Insurance Medical Services, South Zone, Kollam/Central Zone, Ernakulam/North Zone, Kozhikode
2. The Deputy Director, Homoeo/Ayurveda, Insurance Medical Services, Thiruvananthapuram
3. All Superintendents of ESI Hospitals
4. All Insurance Medical Officers of ESI Dispensaries
5. B3 Section/B2 Section
6. File/Stock File