



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



मुख्यालय
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No. I-11013/4/2021-ICT (Hardware Policy)

Dated: 02.07.2024

CIRCULAR

Subject: Declaration of un-serviceable electronics equipment and other related items of ESIC - as obsolete.

In continuation to earlier circular No. I-11/13/06/2018-ICT(Disposal) dated 04.10.2018 & corrigendum dated 08.10.2018 on the subject mentioned above, the competent authority has approved the following changes in the existing Condemnation and Disposal related instructions dated 04.10.2018.

Existing Clause No.	Existing clause	Revised clause
1	Lifespan of Desktops and Laptops is recommended as 5 years i.e. desktops/laptops purchased on or before 31.03.2013 may be declared as obsolete.	Lifespan of All in One (AIOs)/Desktops is recommended as 5 years from the date of purchase/installation (whichever is later). Lifespan of Laptop is 4 years from the date of purchase.
2	Lifespan of all Hardware equipment (except Desktops & Laptops) and Software as seven (7) years from the date of purchase i.e. equipment procured on or before 31.03.2011 may be declared as obsolete.	Lifespan of all Hardware equipment (except Desktops & Laptops) and Software as seven (7) years from the date of purchase/installation (whichever is later) and may be declared as obsolete accordingly.

All other clauses, terms and conditions will remain as per circular dated 04.10.2018.

This issues with the approval of Director General.

Yours faithfully,

(Jai Prakash Sharma)
Deputy Director(ICT)

To,

1. Zonal Insurance Commissioner(s)/ Zonal Medical Commissioner(s)

2. Regional Directors/Directors(I/c)/Jt. Directors(I/c) of all ROs/SROs
3. Medical Superintendents of all ESIC Medical Hospitals
4. D(M) Delhi/ D(M) Noida / Director NTA
5. Dean, all ESIC Medical Colleges and Hospitals
6. Website Content Manager for uploading on website.