



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



मुख्यालय  
Headquarters  
पंचदीप भवन सी०आई०जी रोड, नई दिल्ली-110002  
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002  
Phone: 011-23604700 Email : dir-gen@esic.nic.in  
Website : www.esic.nic.in / www.esic.in

File No.: Pt.W-11/12/1/MISC/2017-PMD

#ApprovedDate#

**To,**

All Additional Commissioners / RDs, Regional Offices  
All MS ESIC Hosp./Model Hosp./Super Specialty Hospitals  
All Deans, ESIC Medical / Dental / Paramedical Colleges  
All Directors / JDs (I/c) / DDs(I/c), Sub-Regional Offices  
Directors (Medical), Delhi / Noida

**Subject:** Fire Safety Compliance for all ESI establishments-Review of Actions & Preventive Measures-reg.

**Reference:** - (1) This office reminder Email dated 30.03.2026  
(2) This office even Letter dated 02.02.2026 and 24-12-2025  
(3) Previous instructions issued by ESIC Hqrs vide letter dated: 15.10.2025 , 08.05.2025, 24.01.2025, 05.06.2024, 31.05.2024, 19.01.2024, 26.06.2023, 12.08.2021, 15.06.2021, 24.05.2021, 10.05.2021, 13.08.2019, 01.08.2019, 08.04.2019, 01.01.2019 and 28.12.2018 regarding Fire safety compliances.  
(4) Fire Safety Advisory (FSA) issued vide letter dated 29.02.2024

**Sir/Madam,**

It is observed with grave concern that, despite repeated directions issued by Headquarters, the prescribed Fire Safety Compliance Status Report in Annexure-A, issued vide Headquarters letter dated 15.10.2025, is still awaited from the Regional Offices of **Bihar, Chhattisgarh, Haryana, Jharkhand, Madhya Pradesh, Maharashtra, Rajasthan, Uttarakhand and West Bengal**. Such persistent non-compliance in a matter relating to fire and life safety is viewed seriously.

The concerned Regional Directors are hereby directed to personally ensure submission of the complete and consolidated report, strictly in the prescribed Annexure-A format, within 10 days of issuance of this letter. Any failure to comply with these directions shall be viewed seriously, and responsibility for the delay shall rest with the concerned Regional Director.

All concerned units shall immediately review the existing status of fire safety measures and ensure the following:-

1. Any defects, shortcomings, or malfunctions in electrical installations, fire alarm systems, fire-fighting equipment, and related infrastructure shall be identified and rectified on priority.
2. All mandatory Fire Safety NOCs, statutory approvals, and compliance certificates shall be kept valid and renewed well before their expiry. In cases where validity has lapsed, immediate action shall be taken for revalidation.
3. Periodic inspections, safety audits, and mock fire evacuation drills shall be conducted and properly documented to ensure staff preparedness and emergency response readiness.
4. All emergency exits, staircases, escape routes, assembly areas, and fire access points shall remain free from obstructions at all times. Fire alarms, extinguishers, hydrants, and other emergency systems must remain fully functional.
5. All fire-fighting systems, fire alarm systems, and associated equipment shall be covered under valid AMC/CAMC contracts to ensure timely preventive maintenance and repairs.
6. Fire alarm systems, fire-fighting equipment, emergency lighting systems, and evacuation mechanisms shall be maintained in optimum working condition. Any deficiencies noticed during inspections shall be rectified immediately.
7. All units shall ensure strict adherence to applicable provisions of fire safety regulations, National Building Code requirements, and instructions issued by Headquarters from time to time.
8. All Regional Offices shall submit the Fire Safety Compliance Report strictly in the enclosed **Annexure-A** format. It shall be ensured that complete information is furnished in all columns. In particular, details of **Fire Safety SR works undertaken during the last 06 years** for obtaining/renewal of Fire NOC, present status of such works, current Fire NOC status and, where Fire NOC has not been obtained, the specific reasons thereof shall invariably be indicated.

The concerned Regional Offices shall compile reports pertaining to all establishments including ESIS run hospitals and submit a consolidated report as per Annexure-A to Headquarters. Thereafter, compliance reports shall be submitted on a quarterly basis for continuous monitoring and review.

The Fire and Electrical safety and well-being of patients, beneficiaries, employees, students, and visitors are of paramount importance. All concerned officers shall accord the highest priority to fire safety compliance and ensure strict adherence to the above

instructions.

This may be treated as MOST URGENT.

This is issued with approval of competent authority.

Encl.:- A/a

Digitally signed by  
Manish Kumar Sahu  
Date: 29-06-2026  
16:41:45

**Yours faithfully,**

**MANISH KUMAR SAHU**

**EXECUTIVE ELECTRICAL ENGINEER**

**Copy to:-**

1. PPS to DG – for information.
2. All Zonal Medical Commissioners – for information, coordination, and effective monitoring, including ESIS Hospitals.
3. All Zonal Insurance Commissioners (Hqrs. /All Zones)- for information, coordination, and effective monitoring.
4. All EE / AEE / AE / JEs posted in Regional Offices, Hospitals, and Medical Colleges-for information and strict compliance. They shall take immediate necessary action on Fire Safety compliances as per extant Headquarters instructions and submit consolidated action taken reports for all ESIC Hospitals/Colleges in the Region.
5. Website Content Manager, Headquarters Office – for uploading on the ESIC website

**#ApprovedByDesignation#**



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



मुख्यालय

Headquarters'

पंचदीप भवन सी०आई०जी रोड, नई दिल्ली-110002

PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002

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Website : www.esic.nic.in / www.esic.in

File no.Pt.W-11/12/1/MISC/2017-PMD (328623)

date:--#Approved Date#

To,

**All Medical Superintendents,  
ESIC Hospitals/Model Hospitals/Super Specialty Hospitals.  
All Deans,  
ESIC Medical/Dental/Paramedical Colleges,  
All RDs./Regional offices  
All SROs I/c- SROs**

**Subject: Strengthening of Fire Safety preparedness, emergency response systems and statutory compliances in ESIC Healthcare Institutions - reg.**

Ref.: (i) MoHFW D.O. No. Z.28015/06/2025-DMCell dated 17.04.2026 regarding observance of "Fire Safety Week 2026".  
(ii) ESIC Hqrs. letter No. Pt.W-11/12/1/MISC/2017-PMD dated 06.02.2026 regarding Fire Safety Compliance for all ESI Establishments- Review of Actions & Preventive Measures.

Sir/Madam,

Kindly refer to ESIC Headquarters letter dated 06.02.2026 and earlier instructions issued from time to time regarding mandatory compliance of Fire and Life Safety measures in all ESIC establishments (copy enclosed for reference). However, Fire & Life Safety Compliance Reports from most of the Institutions/Hospitals/RO Offices are still yet to be received. Concerned offices are requested to submit the same at the earliest for further necessary compilation.

In this context, attention is also invited to D.O. No. Z.28015/06/2025-DMCell dated 17.04.2026 issued by the Secretary, Ministry of Health & Family Welfare, Government of India regarding the observance of 'Fire Safety Week 2026' in healthcare facilities across the country in coordination with the Directorate General Fire Services, Civil Defence & Home Guards, Ministry of Home Affairs.( Copy enclosed)

The theme prescribed for the observance is as under:-

**"Safe School, Safe Hospital & Fire Safety Aware Society-Together for Fire Prevention."**

Since, the matter of fire and life safety in hospitals is of utmost importance, particularly in healthcare institutions where critically ill, vulnerable, elderly, neonatal and bedridden patients are dependent upon uninterrupted medical care and timely emergency response

systems. Any lapse in fire prevention, detection, evacuation preparedness or emergency management may lead to irreparable loss of precious human lives, disruption of healthcare services and damage to vital public infrastructure.

Recent fire incidents in healthcare facilities across the country have highlighted the serious risks arising out of electrical faults, short circuits, overloading, non-functional fire detection/suppression systems, blocked evacuation routes and inadequate preparedness. Such incidents necessitate continuous vigilance, strict adherence to fire safety norms and proactive institutional preparedness at every level.

In this regard, all Medical Superintendents, Deans and Heads of Institutions are requested to accord **TOP MOST PRIORITY** to fire and life safety compliances and ensure that comprehensive preventive, preparedness and mitigation measures are implemented without any delay as per the direction issued by hqrs. office time to time.

Accordingly, the following actions shall be now ensured by all concerned institutions including all ROs, SROs, DCBOs, BOs etc.:-

1. **Fire Safety Assessment & Audit:-** Fire Safety Assessment and internal fire safety audit shall be undertaken/completed immediately, wherever not already conducted, strictly as per the updated Fire Safety Assessment Checklist circulated by MoHFW.
2. **Rectification of Deficiencies:-** All deficiencies/discrepancies observed during fire safety audit/inspection shall be rectified on priority basis under the supervision of competent authorities/engineering officials. No deficiency affecting fire and life safety shall remain unattended.
3. **Validity of Fire NOC/Certificates:-** Validity/status of Fire Safety NOC/Certificates issued by competent Fire Authorities shall be reviewed immediately. Wherever expired or nearing expiry, necessary action for renewal/revalidation shall be initiated on priority basis.
4. **Functional Readiness of Fire Protection Systems:-** It shall be ensured that all fire alarm systems, smoke detectors, hydrants, sprinklers, hose reels, fire extinguishers, fire pumps, suppression systems and emergency lighting arrangements remain fully functional and covered under valid AMC/CMC arrangements for regular maintenance and testing.
5. **Electrical Fire Safety:-** (i) Comprehensive inspection of all electrical systems/installations shall be undertaken as per applicable provisions of the National Electrical Code (NEC) to identify and rectify electrical fire hazards such as overheating, overloading, loose connections, short circuits and unsafe wiring.  
(ii) Special attention shall be given to ICUs, OTs, laboratories, hostels and other critical care areas to ensure electrical safety, proper load management and prevention of fire risks due to unauthorized or unsafe electrical appliances/installations.

- (iii) Preventive maintenance, testing and servicing of all MEP systems/equipment shall be mandatorily ensured under Annual Repair & Maintenance (ARM) works, & AMC/CMC services as per GFR provision only, as applicable. The same shall be carried out and strictly monitored only by competent Electrical Engineers/authorized technical personnel to ensure compliance, safe operation and prevention of electrical and fire safety hazards.
6. **Means of Escape & Evacuation Preparedness:-** Corridors, staircases, fire exits, ramps, refuge areas and evacuation routes shall remain free from obstruction/storage at all times. Emergency evacuation plans and signage shall be prominently displayed and periodically reviewed.
  7. **Fire Mock Drills & Capacity Building:-** Regular fire evacuation mock drills, awareness programmes and staff sensitization/training programmes shall be conducted involving doctors, nursing staff, paramedics, housekeeping, security and other support staff, with proper documentation and corrective follow-up action.
  8. **Critical Areas & Medical Gas Safety:-** Special attention shall be given to ICUs, NICUs, OTs, oxygen manifold rooms, medical gas pipeline systems, HVAC systems, DG sets, electrical rooms and other high-risk areas from fire safety perspective.
  9. **Monitoring & Institutional Responsibility:-** Institutional mechanisms for regular monitoring/review of fire safety preparedness shall be strengthened. Concerned Engineering, Administration, Security and Housekeeping Wings shall work in close coordination to ensure full compliance of prescribed safety norms.
  10. **Action Taken Report:-** A consolidated Action Taken Report indicating present status of fire safety preparedness, validity of Fire NOC, details of audits/mock drills conducted, deficiencies identified and corrective measures undertaken may be submitted to Headquarters within 15 days from issuance of this letter stipulated time for review and monitoring purposes.
  11. **Documentation of Activities:-** Photographs/videos of awareness activities, mock drills and other initiatives undertaken in connection with Fire Safety may also be documented and disseminated through official communication/social media channels, as advised by MoHFW.
  12. All Heads of Institutions shall personally ensure strict compliance of the above directions and maintain continuous oversight on fire and life safety preparedness. Any lapse, negligence, delay or deficiency in implementation of prescribed safety measures shall be treated seriously and attract accountability.

The matter may be treated as **MOST URGENT**.

This issue with the approval of the Competent Authority.

Encl: As above.

Digitally signed by  
Manish Kumar Sahu  
Date: 21-05-2026  
12:13 PM  
MANISH KUMAR SAHU  
EXECUTIVE ELECTRICAL ENGINEER

Copy to:-

1. PPS to DG - for information please.
2. O/o JS(AP), Ministry of Labour & Employment, Shram Shakti Bhawan- for information please (Through Email) .
3. O/o DDG, Disaster Management Cell, Ministry of Health & Family Welfare, New Delhi -for information please. (Through Email)
4. All Zonal Medical Commissioners- for information, coordination and effective monitoring, including all State-run Hospitals.
5. All Zonal Insurance Commissioners (Hqrs./All Zones)-for information, coordination and effective monitoring.
6. All EEs/AEEs/AEs/JEs posted in Regional Offices/Hospitals/Medical Colleges- for information and strict compliance/action please.
7. Website Content Manager, Hqrs. Office- for uploading on ESIC website.

**(Chief Engineer I/C)**



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Website: www.esic.nic.in / www.esic.in

File No.- Pt.W-11/12/1/MISC/2017-PMD

06-02-2026

To,

**All Additional Commissioners / RDs, Regional Offices  
All MS ESIC Hosp./Model Hosp./Super Specialty Hospitals  
All Deans, ESIC Medical / Dental / Paramedical Colleges  
All Directors / JDs (I/c) / DDs(I/c), Sub-Regional Offices  
Directors (Medical), Delhi / Noida**

**Subject: Fire Safety Compliance for all ESI establishments-Review of  
Actions & Preventive Measures-reg.**

Sir / Madam,

In continuation of the instructions issued by ESIC Headquarters and the directions of the Ministry of Health & Family Welfare (MoHFW) on fire and life safety, it is noted with concern that the Fire & life Safety Compliance Report in **Annexure-A** of Headquarters letter of even number dated 15.10.2025 followed by hq. letter dt. 24.12.2025 has not been received from some Regions/Institutions. The matter is therefore reiterated for immediate attention.

In continuation of the above, the following are reiterated hereunder:

1. It is noted with a sense of grave concern that, as on date, the Fire & Life Safety status Reports have been received only from **Andhra Pradesh, Karnataka, and Assam** only. Despite adequate time and reminders, the reports from the other Regions / Institutions have not been received. This is an unacceptable deficiency in complying with safety-related instructions.
2. ESIC hospitals and medical colleges are high-occupancy, life-critical facilities that house vulnerable and bedridden patients. Fire and life safety measures in such facilities are not only desirable but an absolute necessity for life-saving infrastructure. Any deficiency in this regard is an unacceptable risk to human life, hospital functioning, and ESIC assets.
3. All Regional Directors, Medical Superintendents, and Deans are hereby directed to ensure that the prescribed status Report is submitted within 15 days from the date of issue of this letter.
4. Non-submission of the report within the stipulated timeline would entail fixation of responsibility on the concerned Head of Institution and defaulting officers, and the matter would be brought to the notice of the Competent Authority for appropriate administrative action.

5. In continuation of the ESIC Fire Safety Advisory issued vide Headquarters letter dated 29.02.2024, the role-wise responsibilities for fire safety shall be as outlined below but not limited to these, are reiterated for strict compliances by all concerned:-

**A. Engineering Wing (Civil & Electrical):-**

- i. It shall be mandatorily ensured that all structural and non-structural fire and life safety provisions under SR/ARMO works and AMC/CMC of MEP equipment are strictly complied with, without any deviation, in accordance with NBC-2016 (Part-IV), CPWD Specifications, applicable IS Codes, CEA Safety Regulations, and MoHFW direction issued vide Hq. letter dt. 24.01.2025.
- ii. Thorough inspection shall be carried out to ensure that all equipment and services installed are functioning efficiently, all safety features are in proper working order, and the systems are adequately maintained to ensure safe and correct operation.
- iii. Make thorough inspections of staircases, fire exits, ramps, refuge areas, service shafts, electrical rooms, DG-sets, fire-pump rooms, HVAC and other critical MEPs service installations.
- iv. Ensure that all fire safety-related works, including rectification, special repairs, and AMC/CMC of fire protection and MEP systems, are carried out strictly in accordance with CPWD norms, extant GFR provisions, applicable CVC guidelines, and only after obtaining prior Technical Sanction/scrutiny of AMC/CMC proposal at the level of competent engineers.
- v. No temporary solution, sub-standard material, unauthorized change, or deviation from approved specifications shall be allowed.
- vi. Keep updated records of inspections, testing, mock drills, and maintenance of all fire and life safety installations in e-file on monthly basis.

**B. Housekeeping Services:-**

- i. Ensure that corridors, stairways, fire exits, refuge areas, and assembly points are kept free from obstruction at all times.
- ii. Prevent the accumulation of combustible materials like waste, linen, cartons, packaging, and scrap in patient care and service areas.
- iii. Ensure segregation, storage, and disposal of inflammable materials in consultation with the Engineering and Hospital Administration departments.

**C. Security Services:-**

- i. Adhere to strict access control measures in electrical rooms, DG

sets, fire pump rooms, and other critical service areas.

- ii. Ensure constant surveillance, especially during night hours and the peak summer months.
- iii. Ensure that the security personnel are trained in operating the fire alarm system, first response, evacuation support, and coordination with the local fire department.

**D. Hospital / Medical & ROs Administration:-**

- i. Strict compliance with all directions issued by MoHFW, DGHS, NDMA, NABH, and ESIC Headquarters regarding fire safety and review periodically basis.
- ii. Fire mock drills and staff sensitization programs on a regular basis, with documentation.
- iii. Evacuation plans, fire safety signs, emergency contact numbers, and SOPs to be displayed prominently.
- iv. Engage with the Engineering, Housekeeping, and Security departments to close all identified gaps without any delay.
- v. Designate a fire officer of the rank of Assistant directors and SSO for each ESIC Hospital/Medical colleges and hospital, Regional offices, SRO level as instructed by hqrs. Vide letter no. No. - W-11/12/1/Misc./2017-PMD, dt. 15.06.2021 and subsequent letter dt. 12.08.2021.

**E. Mandatory compliance with Government/Statutory directives:-**

- i. The directions issued by MoHFW, DGHS, NDMA, NABH, and ESIC Headquarters regarding fire and electrical safeties are mandatory and binding.
- ii. The deficiencies identified through inspections, audits, or Fire Authorities are to be removed immediately and cannot be postponed on administrative, procedural, or financial considerations.

**F. Additional mandatory directions in view of summer season:-**

- i. Thorough inspection of electrical installations to determine the connected load, check for overloading/overheating, and ensure immediate removal of all temporary, unauthorized, or makeshift electrical connections.
- ii. Mandatory verification and functional testing of all fire protection systems, including fire detection and alarm systems, sprinkler systems, hydrants, hose reels, fire pumps, and suppression systems, with deficiencies made good on priority.

- iii. Verification of validity of Fire Safety NOC issued by the concerned Fire Authority, and taking up renewal action well in advance wherever the NOC has expired or is nearing expiry.
- iv. Strict ban on the use of unauthorized electrical appliances, extension boards, multi-plugs, and temporary electrical arrangements in patient care areas, wards, ICUs, OTs, laboratories, hostels, and other occupied areas.
- v. Ensuring free access and availability of fire exits, staircases, refuge areas, fire doors, and evacuation routes, with removal of all encroachments and storage materials.
- vi. Readiness and availability of first-aid fire-fighting equipment, including portable fire extinguishers of suitable type, with validity checks, correct location, and basic training of staff in their use.
- vii. The above steps will be considered **TOP MOST PRIORITY**. Any negligence, delay, or non-compliance leading to risks of fire or life safety will invite strict administrative action under existing rules, without exception.

The order is issued with the approval of the Competent Authority.

Encl.:- A/a

Your Faithfully

Digitally signed by

Sanjay Jain

(Sanjay Jain)  
Date: 09-02-2026

124031  
Chief Engineer ( I/c)

#### **Copy to:**

1. PPS to DG – for information.
2. All Zonal Medical Commissioners – for information, coordination, and effective monitoring, including ESIS Hospitals.
3. All Zonal Insurance Commissioners (Hqrs. /All Zones)- for information, coordination, and effective monitoring.
4. All EE / AEE / AE / JEs posted in Regional Offices, Hospitals, and Medical Colleges-for information and strict compliance. They shall take immediate necessary action on Fire Safety compliances as per extant Headquarters instructions and submit consolidated action taken reports for all ESIC Hospitals/Colleges in the Region.
5. Website Content Manager, Headquarters Office – for uploading on the ESIC website.

1.

Chief Engineer ( I/c)



कर्मचारी राज्य बीमा निगम  
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)  
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Website : www.esic.nic.in / www.esic.in

**W-11/12/1/MISC/2023-PMD**

**24-12-2025**

To,

All Addl. Commissioners / Regional Directors, Regional Offices  
All Medical Superintendents, ESIC Hospitals / Model Hospitals / Super Specialty Hospitals  
All Deans, ESIC Medical / Dental / Paramedical Colleges  
All Directors / Joint Directors (I/c) / Deputy Directors (I/c), Sub-Regional Offices  
Directors (Medical), Delhi / Noida

**Subject: - Strict Compliance with Fire Safety Measures in all ESI Establishments.**

**Reference: -**

(1) This office even Letter dated 15.10.2025 and 08.05.2025

(2) Previous instructions issued by ESIC Hqrs vide letter dated: 24.01.2025, 05.06.2024, 31.05.2024, 19.01.2024, 26.06.2023, 12.08.2021, 15.06.2021, 24.05.2021, 10.05.2021, 13.08.2019, 01.08.2019, 08.04.2019, 01.01.2019 and 28.12.2018 regarding Fire safety compliances.

(3) Comprehensive Guidelines for adherence to compliances in respect of Fire Safety vide letter dated 29.02.2024

Sir/Madam,

This is a gentle reminder to refer to this office letters dated 15.10.2025 and 08.05.2025, along with earlier instructions and comprehensive guidelines issued from time to time regarding mandatory fire safety and electrical safety compliances in all ESI establishments.

In light of the recent tragic fire incident on 5th October 2025 at SMS Hospital, Jaipur, and recalling the unfortunate ESIC Hospital Andheri fire incident of 17th December 2018, all field units are requested to ensure that the directions already issued by Headquarters are being implemented.

As also conveyed earlier, it is essential to:

1. Identify and rectify any faults in electrical and fire safety systems immediately.
2. Renew all mandatory Fire Safety NOCs and certificates on priority.
3. Conduct periodic, documented inspections and mock drills for staff awareness and preparedness.
4. Ensure barrier free access to emergency exits and proper functioning of alarms, extinguishers, and evacuation routes.
5. Maintain all fire-fighting systems under valid AMC/CAMC for timely maintenance and repairs.
6. Ensure strict compliance with Fire safety measures, particularly addressing risks

arising from electrical fault, short circuit system overloading. Immediate steps must be taken to conduct "Anti-Fire Drives" including awareness campaigns, inspections, and follow-up reviews in all ESI establishment.

7. It must be ensured that Fire Alarm and Fire-Fighting Equipment remain in optimal working condition under valid AMC/CMC contracts for timely maintenance. Any faults or deficiencies in the existing electrical or fire safety systems shall be rectified without delay.

8. Further, all units shall ensure that the Fire NOC is valid and up to date. In case of expiry, immediate revalidation must be initiated to maintain full regulatory compliance and safeguard lives and property.

9. All shortfall works related to fire safety, AMC /CMC of Fire fighting system installed shall be carried-out so as to ensure that all ESI buildings are made fully fire compliant.

It has been observed that the Action Taken Reports from several field units are still awaited. Therefore, All units are once again requested to submit the Action Taken Report, along with the compliance status, to ESIC Headquarters within 15 days, as per Annexure-A. Regional Offices are requested to compile reports from all ESIC-owned buildings, including State run hospitals, and forward the consolidated information to Headquarters.

Subsequently, the report should be submitted on a regular quarterly basis. Ensuring full fire safety compliance is essential to safeguard the lives of patients, staff, and visitors across all ESI establishments.

Encl.: - As above

Your Faithfully,  
Digitally signed by  
Sanjay Jain  
Date: 24-12-2025  
17:32:10  
Chief Engineer(I/c)

Copy to: -

- (1) PPS to DG- for information Please.
- (2) All Zonal Medical Commissioners - for information, coordination and proper monitoring including of ESIS Hospitals.
- (3) All Zonal Insurance Commissioners (Hqrs. /All Zones) for information, coordination and proper monitoring.
- (4) All EE/AEE/AE/JEs posted in Regional Offices/Hospitals/Medical Colleges for kind information with strict direction for taking immediate action in respect of Fire Safety Compliances as above as per extant instructions issued by HQ. and submit consolidated action taken report in respect of all ESIC/ESIC hospital & Colleges in the region.
- (5) Website Content Manager, Hqrs office for uploading on ESIC website.

Chief Engineer(I/c)



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Headquarters  
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Phone: 011-23604700 Email: dir-gen@esic.nic.in  
Website: www.esic.nic.in / www.esic.in

F.No. Pt.W-11/12/1/MISC/2017-PMD

Dated: 15-10-2025

To,

All Addl. Commissioner/Regional Directors, Regional Offices  
All MS, ESIC Hospitals/ Model Hospitals/ Super Specialty Hospitals,  
All Deans, ESIC Medical/Dental/Paramedical Colleges,  
All Directors/Jt. Director I/c/ Deputy Director I/c, Sub-Regional Offices,  
Directors (Medical) Delhi/Noida,

Subject: **Fire Safety in all ESI Establishments-reg**

**Reference:** (1) This office even Letter dated 08.05.2025 and 24.01.2025

(2) Previous instructions issued by ESIC Hqrs vide letter dated: 05.06.2024, 31.05.2024, 19.01.2024, 26.06.2023, 12.08.2021, 15.06.2021, 24.05.2021, 10.05.2021, 13.08.2019, 01.08.2019, 08.04.2019, 01.01.2019 and 28.12.2018 regarding Fire safety compliances

(3) Comprehensive Guidelines for adherence to compliances in respect of Fire Safety vide letter dated 29.02.2024

Sir/Madam,

It is reiterated that strict adherence to fire and electrical safety protocols in all ESIC establishments is of utmost importance, especially in light of the recent tragic fire incident that occurred on 5th October 2025 in the Trauma ICU of SMS Hospital, Jaipur, which resulted in the loss of at least eight lives. The preliminary findings indicate that an electrical short circuit was the likely cause, compounded by inadequate emergency response, lack of staff preparedness, and non-functional fire safety infrastructure. It may also be recalled that the unfortunate fire tragedy at ESIC Hospital, Andheri, on 17th December 2018, was another major setback, and ESIC continues to make concerted efforts to restore the facility to full functionality.

In view of these incidents, all field units are directed to:

1. Ensure immediate identification and rectification of any faults in electrical and fire safety systems.
2. Renew all mandatory fire safety NOCs and certificates without delay.
3. Conduct periodic, documented inspections and mock drills for staff awareness and readiness.
4. Maintain clear access to emergency exits and ensure functionality of alarms, extinguishers, and evacuation routes.
5. Strict compliance is required to prevent recurrence of such tragedies and to safeguard the lives of patients, staff, and visitors.
6. All concerned authorities are directed to ensure strict compliance with Fire Safety Measures, particularly addressing risks arising from electrical faults, short circuits, and system overloading. Immediate steps must be taken to

- conduct "Anti-Fire Drives", including awareness campaigns, inspections, fire mock drills, and regular follow-up reviews in all ESI establishments.
7. It must be ensured that Fire Alarm and Fire-Fighting Equipment remain in optimal working condition under valid AMC/CMC contracts for timely maintenance. Any faults or deficiencies in the existing electrical or fire safety systems shall be rectified without delay in coordination with the Engineering staff.
  8. Further, all units shall ensure that the Fire NOC is valid and up to date. In case of expiry, immediate revalidation must be initiated to maintain full regulatory compliance and safeguard lives and property.
  9. All shortfall works related to fire safety, AMC /CMC of Fire fighting system installed shall be carried-out after due verification and obtaining technical sanction at the appropriate level by the concerned Engineers as per GFR/CVC/CPWD norms and direction issued by hqrs. time to time, so as to ensure that all ESI buildings are made fully fire compliant.
  10. All field units are requested to report the action taken and compliance status to ESIC Headquarters within **15 days** from the date of issuance of this letter, as per the attached **Annexure-A**. The status report (including of all State run hospitals) shall be **compiled at the Regional Office (RO) level** in respect of all **ESIC-owned buildings** and submitted to Headquarters accordingly, and thereafter be submitted **on a quarterly basis in a regular manner**.

These issues with the approval of the competent authority.

Encl.:- As above

Yours Faithfully,  
Digitally signed by  
Shiv Shankar Mandal  
Date: 15.02.2025  
14:25:14 Lt. Col.  
Chief Engineer

Copy to:-

- (1) PPS to DG- for information Please.
- (2) All Zonal Medical Commissioners - for information, coordination and proper monitoring including of ESIS Hospitals.
- (3) All Zonal Insurance Commissioners (Hqrs./All Zones) for information, coordination and proper monitoring.
- (4) All EE/AEE/AE/JEs posted in Regional Offices/Hospitals/Medical Colleges for kind information with strict direction for taking immediate action in respect of Fire Safety Compliances as above as per extant instructions issued by HQ. and submit consolidated action taken report in respect of all ESIC/ESIC hospital & Colleges in the region.
- (5) Sh. Rahul Yadv, AE, Hqrs office- For information and compilation of regional status reports on regular basis.
- (6) Website Content Manager, Hqrs office for uploading on ESIC website.

Chief Engineer

**Annexure-A**

**Sub: -Status of Fire NOC/Fire Safety Norms in ESIC owned buildings like Hospitals & Offices Establishments**

Name of State (Regional Offices):-.....

| Sr. No. | Name of ESIC/ESIS / Hospitals/DCBO, and RO/SROs/BOs/ Staff Quarters etc. | Status of Final Fire NOC /Part Final Fire NOC,( If any) status | Action taken of fire NOC obtaining/ Re-validation | Status of Fire Mock Drill | Status of AMC/CAMC of complete Fire Fighting system installed ( Name of Fire agency with period ) | Fire Fighting SR works undertaken , if any with present status | Name of agency Fire Fighting SR works ( If any SR works undertaken) | Remark ( if any) |
|---------|--------------------------------------------------------------------------|----------------------------------------------------------------|---------------------------------------------------|---------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------|------------------|
| 1.      |                                                                          |                                                                |                                                   |                           |                                                                                                   |                                                                |                                                                     |                  |
| 2.      |                                                                          |                                                                |                                                   |                           |                                                                                                   |                                                                |                                                                     |                  |

Note: - Status report shall be approved by head of the institutions before forwarding it to Hqrs.

Signed By:-

Name of Engineer:

Designation:-

(Not bellow the rank of AE)



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



मुख्यालय  
Headquarters  
पंचदीप भवन सी०आई०जी रोड, नई दिल्ली-110002  
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002  
Phone: 011-23604700 Email: dir-gen@esic.nic.in  
Website : www.esic.nic.in / www.esic.in

Pt.W-11/12/1/MISC/2017-PMO

Dated: 8.5.2025

To,

All Addl. Commissioner/Regional Directors, Regional Offices  
All MS, ESIC Hospitals/ Model Hospitals/ Super Specialty Hospitals,  
All Medical Superintendents ESIS Hospitals,  
All Deans, ESIC Medical/Dental/Paramedical Colleges,  
All Directors/Jt. Director I/c/ Deputy Director I/c, Sub-Regional Offices,  
Directors (Medical) Delhi/Noida,

**Subject: Fire Safety in all ESI Establishments-reg.**

Reference: (1) This office even Letter dated 24-01-2025

(2) Previous instructions issued by ESIC Hqrs vide letter dated: 05.06.2024, 31.05.2024, 19.01.2024, 26.06.2023, 12.08.2021, 15.06.2021, 24.05.2021, 10.05.2021, 13.08.2019, 01.08.2019, 08.04.2019, 01.01.2019 and 28.12.2018 regarding Fire safety compliances

(3) Comprehensive Guidelines for adherence to compliances in respect of Fire Safety vide letter dated 29.02.2024

Sir/Madam,

Kindly refer to the captioned subject and the above mentioned letters regarding the prevention, preparedness and mitigation against fire accidents. It is also to inform that continuous directives in regard to the Fire Safety have been issued from time to time (copies enclosed). This office has also issued the comprehensive guidelines for adherence to compliances in respect of Fire Safety vide letter dated 29.02.2024 (copy enclosed).

In this continuation, it is kindly requested to take necessary action to ensure Fire Safety Compliances, especially for the summer season, when Electrical faults and Short circuits, overheating etc. are prone to frequent fault due to increased load on existing Electrical systems. Therefore, All concerned authorities must ensure to conduct an "anti fire drive"(to initiatives aimed at preventing fires and improving fire safety which includes various activities like awareness campaigns, inspections, and the implementation of fire safety equipment)and follow-up reviews at regular intervals to ensure the proper implementation of these critical safety measure & conduct fire mock drills in all ESI establishment for awareness of fire safety.

It is also essential to ensure that all Fire Alarm and Fire Fighting Equipments are good efficient working condition & should be covered under AMC/CMC contracts at all times for timely maintenance without failure on regular basis. Any faults, malfunctions, or outdated fire safety infrastructure in existing Electrical system must be identified and rectified with the support of available Engineers without any delay to eliminate potential fire hazards and to safeguard lives and property in respect of all ESI establishments under jurisdiction in region. Additionally, all units must ensure that the Fire No-objection Certificate (NOC) is renewed & should be in placed. If validity of Fire NOC is expired , immediate steps must be taken to obtain revalidation the same to comply with fire safety regulations.

This is for information and mandatory compliance for their offices as well for the offices/hospitals/buildings for which they are responsible for maintenance.

This issues with the approval of Competent Authority.

Encl.:- As above

Digitally signed by  
Shiv Shankar Mandal  
Date: 08-05-2025  
11:04:49 (S.S. Mandal)  
Lt. Col.  
Chief Engineer

Copy to:-

- (1) PPS to DG- for information Please.
- (2) All Zonal Medical Commissioner - for information, coordination and proper monitoring.
- (3) All Zonal Insurance Commissioner (Hqrs./All Zones) for information, coordination and proper monitoring.
- (4) All EE/AEE/AE/JEs posted in Regional Offices/Hospitals/Medical Colleges for kind information with strict direction for taking immediate action in respect of Fire Safety Compliances as above as per extant instructions issued by hq. and submit consolidated action taken report in respect of all ESIC/ESIC hospital & Colleges in the region.
- (5) Website Content Manager, HQrs office for uploading on ESIC website.

Chief Engineer



मुख्यालय  
Headquarters  
पंचदीप भवन सी०आई०जी रोड, नई दिल्ली-110002  
PANCHDEEP BHAWAN, C.I.G. MARG, NEW DELHI-110 002  
Phone: 011-23604700 Email: dir-gen@esic.nic.in  
Website: www.esic.nic.in / www.esic.in

File No.: 11-W/fire-Sealdah/westBengal/2024/PMD

24-01-2025

To,

All MS, ESIC Hospitals/ Model Hospitals/ Super Speciality Hospitals,  
All Medical Superintendents ESIS Hospitals,  
All Deans, ESIC Medical/Dental/Paramedical Colleges,  
All Addl. Commissioner/Regional Directors, Regional Director(I/c), Regional  
Offices,  
All Directors/Jt. Director I/c/ Deputy Director I/c, Sub-Regional Offices,  
Directors (Medical) Delhi/Noida,

**Sub:- Ministry of Health & Family Welfare direction for review and strengthen capacities for prevention, preparedness and mitigation against fire accidents in all health facilities. -reg.**

Ref.:-(1) The Under Secretary to the Govt. of India ,MOL&E letter dated 25/11/2024

(2)ESIC Hqrs Office letter dated: 05.06.2024, 31.05.2024, 19.01.2024, 26.06.2023, 12.08.2021, 15.06.2021, 24.05.2021, 10.05.2021, 13.08.2019, 01.08.2019, 08.04.2019, 01.01.2019 and 28.12.2018 regarding Fire safety compliances (Copies enclosed)

Sir/Madam,

Reference to the captioned subject, please find enclosed letter dated 25.11.2024 received from MOLE thereby copy of D.O. letter 18.11.2024 received from Ministry of H&FW Govt. of India regarding direction for review and strengthen capacities for prevention, preparedness and mitigation against Fire accidents in all health facilities has been forwarded for taking necessary action in the matter.

In this regard, it is reiterated that continuous directives on time to time (copies enclosed) have been issued from Hqrs. Office in regard to Fire Safety & a Fire Safety Advisory has also been issued by this office vide letter dated 29.02.2024 comprises of comprehensive guidelines for adherence to compliances in respect of Fire Safety (copy enclosed).

In view of above, it is kindly requested to take necessary action to ensure Fire Safety Compliances and conduct follow-up reviews on regular intervals basis as directed to ensure the implementation of these critical safety measures. In addition, please take necessary action to keep complete Firefighting & Detection system installed in good efficient working conditions at all time by way of undertaking of AMC/CMC.

This is for information and mandatory compliance.

This issues with the approval of Competent Authority.

Encl.:- As Stated

**Signed by Shiv Shankar**

**Mandal**

**Date: 24-01-2025 18:25:14**

**Shiv Shankar Mandal**

**CHIEF ENGINEER**

Copy to:

- (1) PPS to DG- for information Please.
- (2) The Under Secretary to the Govt. of India, MOL&E, GOI- for information Please.
- (3) All Zonal Medical Commissioner - for information, coordination and proper monitoring.
- (4) All Zonal Insurance Commissioner (Hqrs. /All Zones) for information, coordination and proper monitoring.
- (5) All EE/AEE/AE/JEs posted in Regional Offices/Hospitals/Medical Colleges for kind information with direction for taking immediate action in respect of Fire Safety Compliances as above as per extent instructions issued by hq. as per GFR/CVC norms and submit action taken report in respect of all ESIC/ESIC hospital & Colleges.
- (6) Website Content Manager, Hqrs office for uploading on ESIC website.

**Shiv Shankar Mandal**

**Sub: -Status of Fire NOC/Fire Safety Norms in ESIC owned buildings like Hospitals & Offices Establishments**

Name of State (Regional Offices):-.....

| Sr. No. | Name of ESIC/ESIS / Hospitals/DCBO, and RO/SROs/BOs/ Staff Quarters etc. | Status of Final Fire NOC /Part Final Fire NOC,( If any) status | Action taken of fire NOC obtaining/ Re-validation | Status of Fire Mock Drill | Status of AMC/CAMC of complete Fire Fighting system installed ( Name of Fire agency with period ) | Fire Fighting SR works undertaken , if any with present status | Name of agency Fire Fighting SR works ( If any SR works undertaken) | Remark ( if any) |
|---------|--------------------------------------------------------------------------|----------------------------------------------------------------|---------------------------------------------------|---------------------------|---------------------------------------------------------------------------------------------------|----------------------------------------------------------------|---------------------------------------------------------------------|------------------|
| 1.      |                                                                          |                                                                |                                                   |                           |                                                                                                   |                                                                |                                                                     |                  |
| 2.      |                                                                          |                                                                |                                                   |                           |                                                                                                   |                                                                |                                                                     |                  |

Note: - Status report shall be approved by head of the institutions before forwarding it to Hqrs.

Signed By:-

Name of Engineer:

Designation:-

(Not bellow the rank of AE)