

GOVERNMENT OF WEST BENGAL
DIRECTORATE OF HEALTH SERVICES
NURSING SECTION
SWASTHYA BHAWAN, WING-'A', 1ST FLOOR,
GN-29, SECTOR-V, SALT LAKE, KOLKATA- 700091.

No. HNG/7L-80-2022/ 1000

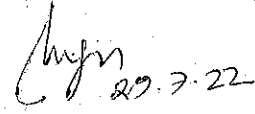
Date: 29/7/2022

To
The Medical Superintendent-cum-Vice Principal,
R.G. Kar Medical College & Hospital, Kolkata

Sub:- Regularisation of the period of absence w.e.f. 06.04.2022 to
19.07.2022 i.r.o. Smt. Sulagna Neogy, Staff Nurse, Gr- II.

In reference to above, you are hereby requested to furnish the following Statements/
documents in respect of Smt. Sulagna Neogy, Staff Nurse, Grade II, R.G. Kar Medical College &
Hospital, Kolkata :

- 1) Date of entry in Govt. service i.r.o Smt. Sulagna Neogy, Staff Nurse, Gr II.
- 2) Leave admissibility report i.e. detailed Leave Statement showing therein leaves (Earned Leave, Half Pay Leave) due at credit up to 30.06.2022 in respect of Smt. Neogi, S/Nurse, Gr-II as on 05.04.2022. Attested photocopies of leave entries in the Service Book of Smt. Sulagna Neogy, S/N-II are to be attached.
- 3) Opinion of the local authority whether the period of absence is authorized or not. If authorized, copies of intimation letters need to be furnished.

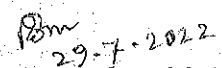

Dy. Director of Health Services
(Nursing) Govt. of West Bengal

No. HNG/7L-80-2022/ 1000/1(4)

Date: 29/7/2022

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, R.G. Kar Medical College & Hospital, Kolkata,
- 2) Smt. Sulagna Neogy, S/N, Gr-II, R.G. Kar Medical College & Hospital, Kolkata,
- 3) The IT Coordinator, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kol-91 for web posting.
- 4) Guard File/Office Copy.


Dy. Assistant Director of Health Services
(Nursing), West Bengal

