

Government of West Bengal  
Directorate of Health Services  
Nursing Section  
Swasthya Bhawan, Wing-'A', 1<sup>st</sup> Floor  
GN-29, Sector-V, Salt Lake City, Kolkata-700091

No.HNG/16R-79-2022/ 1007

Dated 01-08-2022

To

The Superintendent,  
M. R. Bangur Hospital & M.R. Bangur Super Speciality Hospital,  
241 & 249 Desh Pran Sashmal Road,  
Tollygunge, Kolkata-700033

Sub: Acceptance of Resignation i.r.o. Jose Thomas,  
Staff Nurse, Gr.-II under WBNS Cadre.

Ref: Your memo no. MRBH/688 dt.18.04.2022.

With reference to the aforesaid subject and reference no. you are requested to furnish the following information/documents to the undersigned :-

- 1) Date of Joining in govt. service of Jose Thomas with documentary evidence.
- 2) Date of Confirmation in govt. service, if any, with documentary evidence.
- 3) Attach authenticated photocopies of updated leave calculation pages of service book since joining in service. Mention pending absence periods which is to be regularized.
- 4) Submit a fresh prayer of resignation mentioning exact date of resignation with time (i.e. F.N./A.N.). Mention the cause of resignation also.
- 5) If the receiving date of intimation message through e-mail is one month prior to the date of resignation, no salary is to be refunded, otherwise, the incumbent has to refund last one month's gross salary through T.R. Form-7. Attach the original T.R. Form-7 refunding last month's gross salary in that occasion.
- 6) Certification by the Superintendent a) whether there is any disciplinary proceedings/vigilance case lying pending against the incumbent b) whether there is any pending loan/dues to be recovered from the incumbent c) whether there is any pending absence periods yet to be regularized d) whether the incumbent has vacated the govt. quarter/residence/hostel, if occupied by him.
- 7) Self declaration by the incumbent also regarding a) disciplinary proceedings/vigilance case, b) pending loan/dues c) pending absence periods and d) vacation the govt. quarter/residence/hostel as mentioned in sl. no.5.

*[Signature]* 1.8.22

Dy. Director of Health Services(Nursing)

Government of West Bengal

No.HNG/16R-79-2022/ 1007 /1(5)

Dated 01-08-2022

Copy forwarded for information & necessary action to:

1. The CMOH, South 24 Parganas, 241 D.P.S. Road, Tollygunge, Kolkata-700033.
2. Nursing Superintendent, M. R. Bangur Hospital, 241 D.P.S. Road, Tollygunge, Kol-33.
3. Jose Thomas, S/N, Gr.-II, 1689, Valobasha Apartment, Nayabad Aavenue, P.O+P.S: Mukundapur, South 24 Parganas, W.B. PIN: 700099.
4. The IT Coordinator, IT Cell, Swasthyabhawan, GN-29, Sector-V, Kolkata-91.
5. Office Copy/Guard File.

*[Signature]* 01.08.2022

Dy. Asstt. Director of Health Services(Nursing)

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