

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-42-2021/1196

Dated 25/08/2021

To

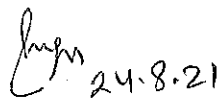
The Medical Superintendent cum Vice Principal,  
Malda Medical College & Hospital,  
Malda

Sub: Resignation from the Department of Health & Family  
Welfare, W.B. of Indrani Das, Staff Nurse Gr.-II, attached  
to your Institute

Ref: Your memo no. 4082 dt.18.08.2021

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

- 1) Original Copy of T.R. Form No.-7 refunding last month salary at RBI, Kolkata / Local Treasury/other appropriate concern, if drawn by the incumbent or one month's prior notice.
- 2) Certification by the concerned MSVP whether any disciplinary proceedings or vigilance case lying pending against the incumbent and whether any kind of loan/dues to be recovered from the incumbent.
- 3) Self declaration by the incumbent whether any disciplinary proceedings or vigilance case lying pending against her and whether any kind of loan/dues to be recovered from her. This declaration needs to be countersigned by the concerned DDO.
- 4) Leave Statement showing all kinds of leave of the incumbent sanctioned or to be sanctioned till last date of service.
- 5) Last Pay Slip authenticated by the DDO, in case of refunding last month's salary.
- 6) Certification by the Superintendent whether the incumbent has vacated govt. quarter / govt. residence, if occupied.
- 7) NOC for appearing in the JIPMER MSc Entrance Exam.
- 8) Mention exact date of resignation from which the incumbent wishes to resign.


  
24.8.21  
Dy. Director of Health Services(Nursing)  
Govt. of West Bengal

No.HNG/16R-42-2021/1196/1(4)

Dated 25/08/2021

Copy forwarded for information & necessary action:

1. The Nursing Superintendent, Malda Medical College & Hospital, Malda, W.B.
2. Indrani Das, S/N, Gr.-II, Malda Medical College & Hospital, Malda, W.B.
3. The IT Coordinator, Swasthyabhawan, GN-29, Sector-V, Kolkata-91 for web posting.
4. Office Copy/Guard File.

  
24.08.2021  
Dy. Asstt. Director of Health Services(Nursing)  
Govt. of West Bengal