

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

No.HNG/7L-119-2021/ 1276

Dated .15./09./2021

To

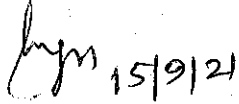
The Medical Superintendent-cum-Vice Principal,
N.R.S. Medical College & Hospital,
138, A.I.C. Bose Road,
Kolkata-700014

Sub: Regularization of Absence Period of Smt. Moumita Das,
Staff Nurse, Gr.-II attached to your Institute.

Ref: Your memo no. NH/5421 dt.15.07.2021

With reference to the aforesaid subject and reference no. you are requested to furnish us the following information/documents towards regularisation of the absence period w.e.f. 04.12.2020 to 04.04.2021 i.r.o. Smt. Moumita Das :-

- 1) Joining date in Govt. Service under WBNS Cadre with evidence.
- 2) Documentary evidence whether Smt. Das intimated the local authority from time to time about her absence from duties.
- 3) Leave Admissibility Report with detailed leave statement showing therein leaves (Earned Leave, Half Pay Leave [not Commuted Leave], etc.) due at credit in respect of Smt. Das as on 03.12.2020.
- 4) No. of Child Care Leave due at credit of Smt. Das as on date.
- 5) Comment of MSVP whether the absent period is authorized or not.
- 6) Any other remarks, if seems necessary.



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

No.HNG/7L-119-2021/ 1276 / 1(5)

Dated .15./09./2021

Copy forwarded for information & necessary action to:

1. The Accounts Officer, N.R.S. Medical College & Hospital, Kolkata-700014.
2. The Nursing Superintendent, N.R.S. Medical College & Hospital, Kolkata-700014.
3. Smt. Moumita Das, S/N Gr.-II, N.R.S. Medical College & Hospital, Kolkata-14.
4. The IT Coordinator, Swasthyabhawan, GN-29, Sector-V, Kolkata-91.
5. Office Copy/Guard File.


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