

Government of West Bengal  
Directorate of Health Services  
Nursing Branch  
Swasthya Bhawan, 1<sup>st</sup> Floor, Wing -A  
GN-29, Sector-V, Salt Lake City, Kolkata-91

No. HNG/6V-21-2021/1329

Dated:- 23/09/2021

To

The Block Medical Officer of Health,  
Labpur Rural Hospital, Birbhum,  
PIN - 731303.

Sub: - Voluntary Retirement in respect of Smt. Madhabi Chandra,  
HA(F) attached to Labpur Rural Hospital, Birbhum.  
Ref: - Your Memo. No. RH/Lab/251, dtd. 16.04.2021

You are requested to furnish the following information/particulars supported with documentary evidences in respect of Smt. Madhabi Chandra, HA(F) to the office of the undersigned at an early date for taking necessary action from this end regarding the subject mentioned above, failing which the matter is not possible to be processed.

1. Smt. Madhabi Chandra intended to retire voluntarily from service w.e.f 30.04.2019 on medical ground and a medical report vide Memo No. BMCH-MB/90/1(3) dtd.11.01.2021 from the concerned Zonal Medical has been issued. As per report of Medical Board Smt. Chandra is completely unable to continue her service w.e.f 22.12.2020.
2. Up-to date salary Status i. r. o. Smt. Madhabi Chandra, HA(F) attached to Labpur Rural Hospital, Birbhum. Confirm if she has drawn her salary after 22.12.2020 or not.
3. Copy of Last Pay Slip of Smt. Chandra.
4. Up to date Service Status Of Smt. Madhabi Chandra, HA(F) whether she has been continuing her service after 22.12.2020.
5. Whether her any period of absence is to be regularised or not. If yes please send her Leave Admissibility Report (L.A.R.) showing (E.L., H.P.L. if any) at her credit just prior to beginning of her absence period,

Please treat this matter as extremely urgent.

*Sahsal* 23/9/21  
By, Director of Health Services  
(Nursing), West Bengal.

No. HNG/6V-21-2021/1329/1(4)

Dated:- 23/09/2021

Copy forwarded for information and necessary action to:-

1. The Chief Medical Officer of Health, Birbhum.
2. Smt. Madhabi Chandra, HA(F) attached to Labpur Rural Hospital, Birbhum
3. IT Cell, Swasthya Bhawan Campus, Salt Lake, Kolkata.
4. Guard File/Office Copy

*Sahsal* 23/9/21  
By, Asstt. Director of Health Services  
(Nursing), West Bengal.