

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, KOLKATA-700091.

No. HNG/7L-123-2021/1391

Date: 07/10/2021

To  
The Medical Superintendent-cum-Vice Principal,  
Calcutta National Medical College & Hospital,  
24, Gorachand Road, Kolkata-14

Sub:- Regularisation of the period of absence w.e.f. 25.04.2021 to  
21.09.2021 i.r.o. Sanchari Ghosh, Staff Nurse, Grade II, CNMCH

In reference to above, you are hereby requested to furnish the following  
Statements/ documents in respect of Smt. Sanchari Ghosh, Staff Nurse, Grade II:

- 1) Actual date of joining of Smt. Ghosh after the period of absence, Copy of Fitness certificate & joining report need to be furnished,
- 2) Leave admissibility report i.e. detailed Leave Statement showing therein leaves (Earned Leave, Half Pay Leave) balance at credit in respect of Smt. Ghosh as on 24.05.2021,
- 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.

07-10-21

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

No. HNG/7L-123-2021/1391/1(4)

Date: 07/10/2021

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, CNMCH, 24, Gorachand Road, Kolkata-14
- 2) Smt. Smt. Sanchari Ghosh, Staff Nurse, Grade II, CNMCH, Kolkata-14
- 3) The IT Coordinator, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kol-91 for web posting.
- 4) Guard File/Office Copy.

07-10-2021

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

07/10/21