

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-139-2021/1551

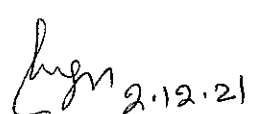
Dated 03-12/2021

To
The Superintend,
M.R. Bangur Hospital,
Tollygunge ,
Kolkata-700033

Sub: Regularization of Absence Periods i.r.o. Bijeta Das,
Staff Nurse, Gr.-II attached to your Institute.
Ref: Your memo no. MRBH/1084 dt.10.07.2021
& C.M.O.H.(SPG)6821 dt.13.07.2021.

With reference to the aforesaid subject and reference no. you are requested to furnish us the following information/documents towards regularisation of the leave w.e.f. 03.05.2020 to 29.06.2020, 01.07.2020 to 28.08.2020, 30.08.2020 to 15.10.2020, 16.10.2020 to 29.10.2020 and w.e.f. 30.10.2020 to 08.12.2020 i.r.o. Bijeta Das :-

- 1) Copies of joining reports allowing Bijeta Das to resume her duty after availing leave. [i.e. Joining Reports on 30.06.2020, on 29.08.2020 and on 09.12.2020].
- 2) Documentary evidence whether Bijeta Das intimated the local authority from time to time about her absence from duties for the aforesaid periods.
- 3) Documentary evidence in support of the cause of her absence.
- 4) Birth Certificate/s of her child/children.
- 5) Leave Admissibility Report with detailed leave statement showing therein leaves (Earned Leave, Half Pay Leave etc.) due at credit in respect of Bijeta Das as on 02.05.2020.
- 6) Number of Child Care Leave due at credit i.r.o. Bijeta Das as on date.
- 7) Joining date in govt. service under WBNS with documentary evidence.
- 8) Date of Confirmation in service with documentary evidence.
- 9) Comment of MSVP whether the absent period is authorized or not.
- 10) Any other views, if necessary.



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

No.HNG/7L-139-2021/1551/1(4)

Dated 03-12/2021

Copy forwarded for information & necessary action to:

1. The CMOH, South 24 Pgs, W.B.
2. The Nursing Superintendent, M.R. Bangur Hospital, Tollygunge, Kolkata-700033.
3. Bijeta Das, S/N Gr.-II, M.R. Bangur Hospital, Tollygunge, Kolkata-700033.
4. The IT Coordinator, Swasthyabhawan, GN-29, Sector-V, Kolkata-91 for web posting.
5. Office Copy/Guard File.


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