

GOVERNMENT OF WEST BENGAL
DIRECTORATE OF HEALTH SERVICES
NURSING SECTION
SWASTHYA BHAWAN, WING-'A', 1ST FLOOR,
GN-29, SECTOR-V, SALT LAKE, KOLKATA- 700091.

No. HNG/7L-04-2023/ 185


Date:6/2/2023

To
The Medical Superintendent-cum-Vice Principal,
Burdwan Medical College & Hospital,
Purba Bardhaman

Sub:- Regularisation of the period of absence w.e.f. 21.08.2022 to
02.11.2022 i.r.o. Papiya Panja, Staff Nurse, Gr.II, attached to
Burdwan Medical College & Hospital, Purba Bardhaman

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

- i. Leave admissibility Report detailing there in up to date Leave Balance (Earned Leave/ Half Pay Leave) Credited in favour of Smt. Panja up to 31.12.2022 as of 20.08.2022 along with the copies of leave entries in the Service Book of the incumbent.
- ii. Status of Maternity Leave/Child Care Leave, if granted in favour of Smt. Panja.
- iii. Opinion of the local authority whether the absence period is authorized or not; If authorized, the intimation from the incumbent submitted to the local authority time to time are to be furnished.



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

No. HNG/7L-04-2023/ 185/1(4)

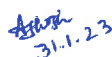
Date:6/2/2023

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, Burdwan MC&H, Purba Bardhaman
- 2) Smt. Papiya Panja, Staff Nurse, Gr. II, Burdwan MC&H, Purba Bardhaman
- 3) The IT Coordinator, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kol-91 for web posting.
- 4) Guard File/Office Copy.



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


31.1.23