

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

No. HNG/6V-01-2022/38

Dated, 11/01/2022

To
The Chief Medical Officer of Health,
Nadia, PIN -741201

Subj: Voluntary Retirement prayer i. r. o. Smt. Mallika
Biswas, HA(F)

Ref: Memo No. CMOH-Nad /8103 dtd. 07.12.2021 of
the CMOH, Nadia

You are requested to furnish the following information/particulars regarding the incumbent to the office of the undersigned at an early date for taking further necessary action regarding the subject mentioned above:

1. Mention the specific date from where the incumbent wish to take voluntary retirement from service and the copy of Last Pay Slip in respect of Smt. Mallika Biswas, HA(F) attached to Dhoradaha SC under Karimpur RH, Nadia.
 2. A certificate from local authority regarding 20(Twenty) years uninterrupted qualifying service rendered by Smt. Mallika Biswas, HA(F) attached to Dhoradaha SC under Karimpur RH, Nadia.
 3. Whether all kinds of leave have been sanctioned with latest Leave Statements in respect of Smt. Mallika Biswas, HA(F) attached to Dhoradaha SC under Karimpur RH, Nadia.
 4. Details of different places of posting with date of joining thereof and designation of incumbent concerned since her first entry into Govt. service.
 5. Asset declaration as stood on 01.01.2020, 01.01.2021, 01.01.2022 of Smt. Biswas, HA(F)
 6. Original Service Book of Smt. Mallika Biswas, HA(F) attached to Dhoradaha SC under Karimpur RH, Nadia, with recorded 20 years uninterrupted qualifying service certificate in it which is required in terms of Order No.6620-F dated 20th August 1981 of the Finance Department (Audit Branch).
 7. Copy of AADHAR CARD & PAN CARD of the incumbent.
- It may please be treated as urgent.

No. HNG/6V-01-2022/38/1(A)

[Signature] 11.1.22
Dy. Director of Health Services
(Nursing) West Bengal.

Dated, 11/01/2022

Copy forwarded for information and necessary action to:

- 1) The Superintendent, Karimpur RH, Nadia, PIN -741152.
- 2) Smt. Mallika Biswas, HA(F), attached to Karimpur RH, Nadia, PIN -741152
- 3) IT Cell, Swasthya Bhawan, Kolkata-700091
- 4) Guard File/Office Copy.

[Signature] 11/1/2022
Dy. Asstt Director of Health Of services
(Nursing) West Bengal.