

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-39-2022/ 498

Date:20...../4...../2022

To
The Medical Superintendent Cum Vice Principal,
B.S.Medical College Hospita, Bankura.

Sub:- Regularisation of the period of absence i.r.o. Smt.
Madhumita Mandal Staff Nurse, Gr. II posted at BSMCH.

Ref:- Your memo No. 4552 BSMCH dt 10.06.2021.

In context of above mentioned subject and reference, you are hereby requested to furnish the following documents/take following necessary steps:

- 1).The actual period of leave in respect of Madhumita Mandal which has to be sanctioned from this end.
- 2).Detailed Leave Statement showing therein leaves (Earned Leave, Half Pay Leave etc.) due at her credit before commencement of leave.
- 3).No of Child Care Leave due at her credit prior to her period of absence.
- 4).Whether she has been allowed to resume her duty now? State her date of joining.

[Signature] 20.4.22

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

No. HNG/7L-39-2022/498/1(4)

Date:20...../4...../2022

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, B.S.M.C.H., Bankura
- 2) Smt. Madhumita Mandal, Staff Nurse, Gr. II, B.S.M.C.H, Bankura
- 3) The IT Coordinator for Web posting.
- 4) Guard File/Office Copy

[Signature] 20.4.2022

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

[Signature]