

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/7L-45-2022/ 528

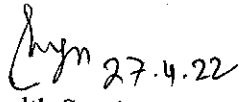
Dated 27.4. 2022

To
The Medical Superintendent-cum-Vice Principal,
Calcutta National Medical College & Hospital,
24, Gorachand Road, Kolkata-700014

Sub: Regularization of absence period i.r.o. Smt. Trishita Jana,
Staff Nurse, Gr.-II attached to your Institute.

With reference to the aforesaid subject, you are requested to furnish us the following information/documents :-

- 1) Documentary evidence whether Smt. Jana intimated the local authority from time to time about her absence from duties w.e.f . 30.01.2021 to 13.02.2021 & from 24.01.2021 to 15.03.2022.
- 2) Whether the absence period from 30.01.2021 to 13.02.2021 i.r.o. Smt Jana has already been sanctioned by the concerned authority? If sanctioned, the sanctioned order is to be produced.
- 3) Leave Admissibility Report with detailed leave statement showing therein leaves (Earned Leave, Half Pay Leave etc.) due at credit of Smt. Jana upto 30.06.2021.
- 4) Comment of the local authority whether the absent period is authorized or not.

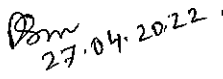

Dy. Director of Health Services(Nursing)
Govt. of West Bengal

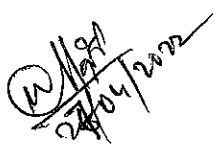
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Dated 27.4.2022

Copy forwarded for information & necessary action to:

1. The Nursing Superintendent, C.N. M.C & H, 24, Gorachand Road, Kolkata-700014.
2. Smt. Trishita Jana, S/N, Gr.-II, C.N. M.C & H, 24, Gorachand Road, Kolkata-700014.
3. The IT Coordinator, Swasthyabhawan, GN-29, Sector-V, Kolkata-91 for web posting.
4. Office Copy/Guard File.


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


27/04/2022