

Government of West Bengal
Directorate of Health Services
NURSING BRANCH
Swasthya Bhawan, 1st Floor, Wing-A
GN-29, Sector-V, Salt Lake, Kolkata-700091

No.HNG/6V-14-2022/ 787

Dated - 14/6/22

To

The Chief Medical Officer of Health, Murshidabad,
P.O.-Berhampore, District- Murshidabad,
PIN - 742101

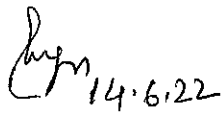
Sub: - Voluntary Retirement in respect of Smt. Archana Roy Ghatak, HA (F) on Medical Ground.

Ref:-Your Office Memo No. 2734 dt. 19.04.2022

In inviting the reference to above, you are requested to arrange for furnishing the following information with authenticated documents in favour of Smt. Archana Roy Ghatak, HA (F), Hariharpara BPHC, Baruipara SC, Murshidabad for taking necessary action from this end.

1. A certificate from local authority regarding 20(twenty) years of uninterrupted qualifying service (as per Order No.6620-F dated 20th August, 1981 of the Finance Department)
2. Details of different places of posting with D/J thereof and designation of incumbent concerned since first joining in Govt. Service.
3. Attested photo copies of Confirmation Order, Surname change order, Adhar Card & PAN Card.
4. Up dated Leave Admissibility report of E.L. / H.P.L. up to opted date of VRS.
5. Receipt of Assets' Declaration Statement for 3 years as stood on 01.01.2020, 01.01.2021 & 01.01.2022
6. Whether any disciplinary proceeding is lying pending against her, please state in separate sheet.
7. Whether she has taken any loan from Government during her service period, give details, if not, a statement should be sent to this office with separate sheet with countersigned by D.D.O.(Sheet attached)
8. Whether she is in service or not, If not in service please mention the date from which she is not attending office.
9. Whether she has occupied any quarter or not.

It may please be treated as urgent.

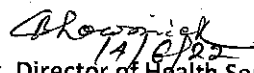

Deputy Director of Health Services
(Nursing) Govt. of West Bengal.

No.HNG/6V-14-2022/ 787/14

Dated - 14/6/22

Copy forwarded for information and necessary action to:-

1. The Block Medical Officer of Health, Hariharpara BPHC, Baruipara SC, Murshidabad.
2. Smt. Archana Roy Ghatak, HA (F), Hariharpara BPHC, Baruipara SC, Murshidabad.
3. The I.T Coordinator, I.T. Cell, Swasthya Bhawan, Salt Lake City, Kolkata-700091, for publication please.
4. Guard File/ Office Copy.


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