

Government of West Bengal
Directorate of Health Services
Nursing Section

Swasthya Bhawan , Wing-'A' , 1st Floor
GN-29, Sector-V, Salt Lake City, Kolkata-700091

No.HNG/7L-73 -2022/ 928

Dated 13.7. 2022

To

The Block Medical Officer of Health,
Sadikhan's Dearh Rural Hospital,
Jalangi, Murshidabad,

PIN: 742305 Sub: Regularization of Absence Period of Smt. Ayesa Ahmed,

Staff Nurse, Gr.-II, attached to your Institute.

Ref: Your memo no. SKDRH/2022-Misc/241 dt.20.05.2022.

With reference to the aforesaid subject and reference no. you are requested to furnish the following information/documents to the undersigned :-

- 1) Time to time Intimation letters from the incumbent for not attending her duties for this period of absence.
- 2) Documentary evidence, if any, in support of her cause of absence for such a long period.
- 3) Details of Leaves such as EL, HPL, Com. Leave, Child Care Leave etc. taken by the incumbent during period from 18.08.2014 to 09.05.2018 i.e. prior to commencement of this leave period. Attach authenticated photocopies of relevant leave calculation pages of the service book [Since joining in service].
- 4) Joining date in Govt. Service under WBNS Cadre with documentary evidence.
- 5) Birth Certificate/s of her child/children.
- 6) Comment of the BMOH whether this absence period is authorized or not.
- 7) Other views, if seems necessary.

Chy 13.7.22

Dy. Director of Health Services(Nursing)

MS Government of West Bengal

No.HNG/7L-73-2022/ 928 /1(5)

Dated 13.7. 2022

Copy forwarded for information & necessary action to:

1. The CMOH, Murshidabad, P.O.: Berhampore, W.B., PIN: 742101.
2. The Asstt. CMOH, Domkal, Murshidabad, W.B.
3. Smt. Ayesa Ahmed, S/N, Gr.-II, Sadikhan's Dearh RH, Jalangi, Murshidabad, W.B.
4. The IT Coordinator, IT Cell, Swasthya Bhawan, GN-29, Sector-V, Kolkata-91.
5. Office Copy/Guard File.

M. Manded 13.7.22

Dy. Asstt. Director of Health Services(Nursing)

MS Government of West Bengal