

Government of West Bengal  
Directorate of Health Services  
Nursing Section  
Swasthya Bhawan, Wing-'A', 1<sup>st</sup> Floor,  
GN-29, Sector-V, Salt Lake, Kolkata- 700091

File No. HNG/16R-78-2022/ 995

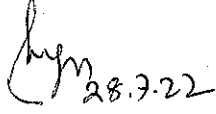
Dated: 28.7.2022

To  
The Superintendent,  
M.R. Bangur Hospital & M.R. Bangur Super Speciality Hospital,  
241 & 249 Desh Pran Sashmal Road  
Tollygunge, Kolkata-700033

Sub:- Prayer of Resignation i.r.o. Mr. Jibins K. G.,  
Staff Nurse, GR-II, presently attached to your Institute.  
Ref. No: MRBH/1235 dt. 06.07.2022

In reference to the above subject and reference no., you are hereby requested to furnish the following Information/ documents in respect of Mr. Jibins K.G., Staff Nurse, GR-II.

- a) i) Exact date of resignation to be accepted ii) Date of Intimation for Resignation, if any iii) Date of last working day.
- b) If the incumbent didn't intimate about his resignation one month before the date of his Resignation, he has to refund his last month's Gross Salary through TR Form No.-7. In that case, submit the original TR Form No.-7 refunding the salary accordingly.
- c) Certification by the Superintendent i) whether there is any Disciplinary Proceedings/ Vigilance case lying pending against the incumbent ii) whether there is any pending loan / dues is to be recovered from the incumbent iii) whether there is pending leave is to be settled (include a leave statement as on his last date of duty) iv) whether the incumbent has vacated the govt. quarter/hostel/residence, if occupied by him.
- d) Self declaration by the incumbent regarding DP/Vigilance Case, Loan/Dues, Quarter vacation etc as stated in the point (c). This should be countersigned by the local authority.
- e) Attested copy of Last Pay Slip.

  
28.7.22  
Dy. Director of Health Services (Nursing)

Government of West Bengal


File No. HNG/16R-78-2022/ 995

(5)

Dated: 28.7.2022

Copy forwarded for information & necessary action to:

- 1) The CMOH, South 24 Pgs, 241 Desh Pran Sashmal Road, Tollygunge, Kol-700033.
- 2) The Nursing Superintendent, M.R. Bangur Hospital, Tollygunge, Kolkata-700033.
- 3) Mr. Jibins K.G., S/N Gr.-II, M.R. Bangur Hospital, Tollygunge, Kolkata-700033.
- 4) The IT Coordinator, IT Cell, Swasthya Bhawan, GN-29, Sector-V, Kolkata-91.
- 5) Office Copy/Guard File.

  
28.07.2022  
Dy. Assistant Director of Health Services (Nursing)

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