

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.

No. HNG/16R-155-2022/ 45

Date: ..... 6 / ..... 1 / 2023

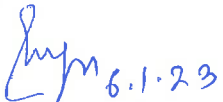
To  
The Medical Superintendent Cum Vice Principal,  
Prafulla Chandra Sen Govt. Medical College & Hospital,  
Arambagh, Hooghly

Sub:- "Prayer of Resignation" i.r.o. Riya Koley, Staff Nurse, Gr-II,  
attached to your Hospital.

Ref. :- Your Memo. No. PCSGMCH/MSVP/157 Dated 16.12.2022

In reference to above, you are hereby requested to furnish the following  
Statements/ documents in respect of Riya Koley, Staff Nurse, Gr-II :-

- i) The date of last working day & the actual date of resignation to be effected;
- ii) Last salary drawn (Pay Slip) by the incumbent;
- iii) Whether the incumbent has drawn salary after the opted date of resignation. If yes, refund of overdrawn amount is to be produced in T.R. Form No -7.
- iv) Certification from the DDO to the effect that no pending loan/dues is to be recovered from the incumbent; no Police Case/ Vigilance Case/Disciplinary Proceedings is lying pending against the incumbent and no pending leave is to be settled.

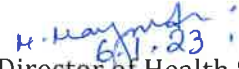
  
Dy. Director of Health Services  
(Nursing) Govt. of West Bengal

No. HNG/16R-155-2022/ 45/1(4)

Date: ..... 6 / ..... 1 / 2023

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, P.C. Sen Govt. Medical College & Hospital, Hooghly,
- 2) Riya Koley, S/Nurse, Gr-II, P.C. Sen Govt. Medical College & Hospital, Hooghly,
- 3) The IT Coordinator, Swasthya Bhawan, GN-29, Sector-V, Salt Lake, Kol-91 for web posting.
- 4) Guard File/Office Copy.

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

  
W/BA  
05/01/2023