

GOVERNMENT OF WEST BENGAL  
DIRECTORATE OF HEALTH SERVICES  
NURSING BRANCH  
SWASTHYA BHAWAN, WING- 'A', 1<sup>ST</sup> FLOOR  
GN-29, SECTOR- V, SALT LAKE CITY, KOLKATA- 700091.

Memo No.-HNG/6V-12-2018/ 1108

Date: 24 / 08 / 2022

To

The BMOH

Jashodanga RH, Alipurduar Block-II,  
Alipurduar, PIN - 736208

Sub: Voluntary Retirement i.e.o. Smt. Chinu Paul(Dutta), HS(F)  
Ref: Your memo no. 166, dt.17.03.2022.

You are requested to furnish the following information/particulars supported with documentary evidences in respect of Smt. Chinu Paul (Dutta), HS(F) to the office of the undersigned at an early date for taking necessary action from this end regarding the subject mentioned above.

1. Submit the updated original Service Book of Smt. Chinu Paul(Dutta), HS(F) by making necessary entry in her original Service Book regarding 20(twenty) years of Qualifying Service rendered by her and authenticate with official seal & signature. **Confirmation of Service must be recorded in the original Service Book. Change of Surname (if any) also be recorded. Leave Account (E.L., H.P.L. & E.O.L. if any) of Smt. Paul(Dutta) must be reorded up to 31.07.2022 with proper attestation.**

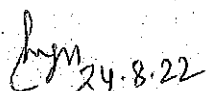
2. Copy of receipts of Asset Declaration for the year 2022.

It is also to be intimated that whether Smt. Chinu Paul(Dutta) discontinued her service from the very next date from which she intends to take voluntary retirement or not?

You are further requested to ask the incumbent concerned for submitting the following service documents (self - attested photocopies) along with one passport size colour photograph:

1. Promotion order & joining report to the post of HS(F).
2. Surname change order issued from competent authority, if applicable.

Necessary action will be taken in this matter on receipt of **your reply**. Please treat this matter as **extremely urgent**. All concerned are being informed accordingly.


 24.8.22  
Deputy Director of Health Services  
(Nursing), West Bengal

Memo No.-HNG/6V-12-2018/ 1108 (2)

Date: 24 / 08 / 2022

Copy forwarded for information and necessary action to :

- 1) The Chief Medical Officer of Health, Alipurduar. PIN-736121.
- 2) Smt. Chinu Paul (Dutta), HS(F), Jashodanga RH, Alipurduar Block-II, Alipurduar, PIN-736208.

 24.8.22  
Dy. Asst. Director of Health Services  
(Nursing), West Bengal