

GOVERNMENT OF WEST BENGAL
DIRECTORATE OF HEALTH SERVICES
NURSING BRANCH
SWASTHYA BHAWAN, GN-29
SECTOR-V, SALT LAKE CITY,
KOLKATA-700091

No. HNG/16R - 03 - 2021/ 143

Date : 28/11/2021

To
Superintendent,
Dr. J.R. Dhar S D Hospital,
Bongaon, North 24 Parganas.

Sub. Resignation tendered by Smt. Nilanjana Roy pandit,
Staff Nurse, Gr. II attached to your hospital.

Ref. Your Memo No. BON/SDH/3012 dt. 28.12.2020.

In respect of above mentioned subject and reference you are requested to furnish the following details required for taking further necessary action:

1. First appointment order i.r.o. Smt. Nilanjana Roy pandit, from the DHS, WB and the corresponding first Joining Report.
2. Proposed date of resignation.
3. Whether there is any disciplinary proceedings (Vigilance cases lying pending) against Smt. Nilanjana Roy pandit,
4. Whether there is any outstanding Loan/govt. due yet to be recovered from the incumbent concerned.
5. A self declaration from Smt. Nilanjana Roy pandit, Staff Nurse, Gr. II to the effect that there is any outstanding Loan/govt. due yet to be recovered from the incumbent concerned.
6. The up to date Leave Admissibility Report i.r.o. incumbent concerned.
7. Submission of One Month's salary in Treasury Form No. 7, at RBI, Kolkata, local Treasury or one month's prior notice.
8. Last Pay Slip in case of Refund of One Month's salary in Treasury Form No. 7

This may be treated as URGENT.

No. HNG/16R - 03 - 2021/ 143/1(5)
Copy forwarded for information & necessary action to :

1. The Chief Medical officer of Health, North 24 Parganas, Barasat, North 24 Parganas.
2. The Nursing Superintendent, Dr. J.R. Dhar S D Hospital, Bongaon, North 24 Parganas.
3. Smt. Nilanjana Roy pandit, Staff Nurse, Gr. II, Bongaon Super Multi-Speciality Hospital, Bongaon, North 24 Parganas.
4. The I.T. Coordinator, Swasthya Bhawan. - For web posting of the letter.
5. Office Copy/Guard File

[Signature] 28/11/21
Dy. Director of Health Services
(Nursing) West Bengal
Date : 28.11.2021

[Signature] 28.01.2021
Dy. Assistant Director of Health Services
(Nursing) West Bengal