

Government of West Bengal
Directorate of Health Services
NURSING BRANCH
Swasthya Bhawan, 1st Floor, Wing-A
GN-29, Sector-V, Salt Lake, Kolkata-700091

No.HNG/6V-26-2022/1682

Dated - 29/12/22

To

The Chief Medical Officer of Health, Paschim Bardhaman,
Asansol, District – Paschim Bardhaman,
PIN – 713104.

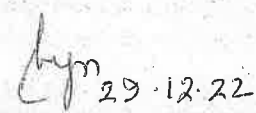
Sub: - Voluntary Retirement in respect of **Smt. Bharati Nayak, HA (F)** on **Medical ground.**

Ref:-Your Office Memo No. 3520 dt. 02.12.2022 .

In inviting the reference to above, you are requested to arrange for furnishing the following information with authenticated documents in favour of **Smt. Bharati Nayak, HA (F)** attached to Harabhanga SC, Raniganj BPHC, Paschim Bardhaman for taking necessary action from this end.

1. **A fresh application for VRS** with contact no. and **specific date** (must be the end of a month) from which she is willing to retire voluntarily. **A certificate** from local authority regarding 20(twenty) years of uninterrupted qualifying service (as per Order No.6620-F dated 20th August, 1981 of the Finance Department)
2. **Details of different places of posting** with D/J thereof and designation of incumbent concerned since first joining.
3. Attested photo copies of **1st Joining order** into the Govt. Service & **Confirmation order,**
4. Attested photo copy of order of **Surname change, Adhar Card, PAN Card.**
5. Up dated **Leave Admissibility report** of E.L. / H.P.L. up to the date of VRS opted for.
6. Whether any **disciplinary proceeding** is lying pending against her, please state in separate sheet,
7. Whether she has taken any **loan from Government** during her service period, give details, if not, a statement should be sent to this office with separate sheet with countersigned by D.D.O.(Sheet attached).
8. Whether **Smt. Nayak** is on duty or not, please mention last date of her service, if not in service.
9. **Receipt of Assets' Declaration Statement** as stood on 01.01.2020, 01.01.2021 & 01.01.2022.
10. Whether she has occupied the quarter or not.

It may please be treated as urgent.

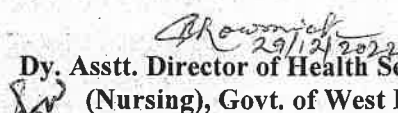

Deputy Director of Health Services
(Nursing) Govt. of West Bengal.

No.HNG/6V-26-2022/1682/145

Dated - 29/12/22

Copy forwarded for information and necessary action to:-

1. The Block Medical Officer of Health, Raniganj BPHC, PIN – 713347, Paschim Bardhaman.
2. **Smt. Bharati Nayak, HA (F)**, Harabhanga SC, Raniganj BPHC, PIN – 413347, Paschim Bardhaman.
3. The I.T Coordinator, I.T. Cell, Swasthya Bhawan, Salt Lake City, Kolkata-700091, for publication please.
4. Guard File/ Office Copy.


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