

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/7L-82-2021/ 17

Date: .....6...../ .....1...../2021

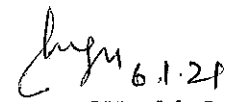
To  
The Medical Superintendent Cum Vice Principal,  
R.G.Kar Medical College & Hospital, Kolkata.

Sub:- Regularisation of the period of absence i.r.o. Smt. Arpita  
Mandal, Staff Nurse, Gr. II now posted at R.G.Kar M.C.H.,  
Kolkata

Ref:- Your memo No. RGKH/N/5573 dt 02.12.2020.

In context of above mentioned subject and reference, you are hereby requested to furnish the following documents/take following necessary steps:

- 1) The period of her absence.
- 2) Documentary evidence whether Smt. Mandal intimated the local authority from time to time about her absence from duties .
- 3) Detailed Leave Statement showing therein leaves (Earned Leave, Half Pay Leave) due at credit in respect of Smt. Mandal prior to her period of absence.
- 4) Whether she has been allowed to resume her duty now? State her date of joining.


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

No. HNG/7L-82-2021/ 17 (13)

Date: .....6...../ .....1...../2021

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, R.G.Kar Medical College & Hospital, Kolkata
- 2) Smt. Arpita Mandal ,Staff Nurse, Gr. II, R.G.Kar Medical College & Hospital, Kolkata.
- 3) Guard File/Office Copy

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