

GOVERNMENT OF WEST BENGAL
DIRECTORATE OF HEALTH SERVICES
NURSING SECTION
SWASTHYA BHAWAN, WING-'A', 1ST FLOOR,
GN-29, SECTOR-V, SALT LAKE, KOLKATA- 700091.

No. HNG/7L-87-2022/ 261


Date: 24 / 02 / 2023

To
The Medical Superintendent-cum-Vice Principal,
N.R.S. Medical College & Hospital
Kolkata

Sub:- Regularisation of the period of absence w.e.f. 24.09.2018 to 30.07.2019
(310 days) i.r.o. Smt. Sayani Maity, Staff Nurse, Gr.II, attached to N.R.S.
Medical College & Hospital

In reference to above, you are hereby requested to furnish the following Statements/ documents in respect of Smt. Sayani Maity, Staff Nurse, Gr.II,:

- (i) Leave admissibility Report detailing there in up to date Leave Balance (Earned Leave/ Half Pay Leave) credited in favour of Smt. Maity up to 31.12.2018 as of 23.09.2018 along with the copies of leave entries in the Service Book of the incumbent.
- (ii) Birth Certificate of the baby of the incumbent.
- (iii) Replies to Show Cause Notice, issued from the local authority for her absence (if any), otherwise the local authority may issue Show Cause notice against the incumbent afresh & submit the report accordingly to this end.

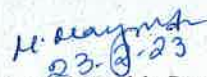

Dy. Director of Health Services (Nursing)
Govt. of West Bengal

No. HNG/7L-87-2022/ 261/1(A)

Date: 24 / 02 / 2023

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, N.R.S.MC&H, Kolkata.
- 2) Smt. Sayani Maity, Staff Nurse, Gr.II, N.R.S.MC&H, Kolkata.
- 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),
Govt. of West Bengal

