

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-160-2021/30

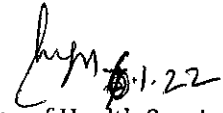
Date: 06.01.22

To
The Medical Superintendent-cum-Vice Principal,
I.P.G.M.E.&R-S.S.K.M. Hospital, Kolkata-20

Sub:- Regularisation of the period of absence w.e.f. 24.03.2020 to
31.08.2020 (=161 Days) i.r.o. Smt. Sharmistha Misra,, Staff Nurse,
Grade II, IPGME&R-SSKM Hospital, Kolkata .

In reference to above, you are hereby requested to furnish the following
Statements/ documents in respect of Smt. Sharmistha Misra, Staff Nurse, Grade II,
IPGME&R-SSKM Hospital, Kolkata :

- 1) Copy of joining report allowing Smt. Misra after the period of absence;
- 2) Fitness Certificate from the consultant physician to allow her to join on 01.09.2020;
- 3) Leave admissibility report i.e. detailed Leave Statement showing therein leaves (Earned Leave, Half Pay Leave) balance at credit in respect of Smt. Misra as on 23.03.2020;
- 4) Date of joining in Govt. service of the incumbent;
- 5) Opinion of the local authority whether the period of absence is authorized or not. If authorized, copies of intimation letters submitted by the incumbent time to time need to be furnished.

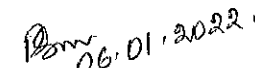

Dy. Director of Health Services
(Nursing) Govt. of West Bengal

No. HNG/7L-160-2021/30/1(4)

Date: 06.01.22

Copy forwarded for information & necessary action to:

- 1) The Nursing Superintendent, I.P.G.M.E.&R-S.S.K.M. Hospital, Kolkata -20,
- 2) Smt. Sharmistha Misra, S/N, Gr-II, IPGME&R-SSKM Hospital, Kolkata -20,
- 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), West Bengal


06/01/2022