

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 City, Kolkata-700091

No.HNG/7L-36 -2023/ 622


Dated: 8/5/2023

To  
The Medical Superintendent-cum-Vice Principal,  
DR.B.C.Roy PGIPS ,  
Kolkata-700054

Sub: Regularization of Absence Period of Smt.Dola Sarkar,  
Staff Nurse, Gr.-II, attached to your Institute

With reference to the aforesaid subject and reference no. you are requested to furnish the following information/documents to the undersigned :-

- 1) Joining date in Govt. Service under WBNS Cadre with documentary evidence.
- 2) Date of confirmation in Govt service with documentary evidence, if any.
- 3) Leave admissibility report detailing there in up to date Leave Balance (Earned Leave/ Half Pay Leave) credited in favour of Smt. Dola Sarkar up to 31.12.2021 as of 16.08.2021. Attach authenticated photocopies of relevant leave calculation pages of the service book [Since joining in service].
- 4) Documentary evidence whether Smt. Sarkar intimated the local authority about her absence from duty time to time.
- 5) Comment of the MSVP, whether the absence period is authorized or not. If unauthorized, submit documentary evidence of action taken by the local authority.
- 6) Other views, if seems necessary.

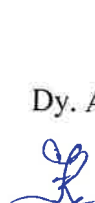
  
Dy. Director of Health Services(Nursing)  
Government of West Bengal

No.HNG/7L-36-2023/1(4) /622/1(4)

Dated: 8/5/2023

Copy forwarded for information & necessary action to:

1. The Nursing Superintendent, Dr. B.C.Roy PGIPS, Kolkata-700054
2. Smt.Dola Sarkar, S/N, Gr.-II, Dr. B.C.Roy PGIPS, Kolkata-700054
3. The IT Coordinator, IT Cell, Swasthya Bhawan, GN-29, Sector-V, Kolkata-91.
4. Office Copy/Guard File.

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