

GOVERNMENT OF WEST BENGAL  
DIRECTORATE OF HEALTH SERVICES  
NURSING BRANCH  
SWASTHYA BHAWAN, 1st Floor, Wing-A,  
GN-29, SECTOR-V  
SALT LAKE CITY, KOLKATA-91

No.HNG/ 12P-1-2015/ 627

Dated: Kolkata, the 15<sup>th</sup> June, 2015

C I R C U L A R

Sub: New protocol for deployment of Staff Nurses under WBNS cadre in various Health Institutions.

In supersession of previous rules, if any, the following protocol regarding placement of Staff Nurses for below mentioned areas should be maintained immediately.

1. One Staff Nurse Gr.II will be deployed at Gynecological and Obstetrics OPD only. Other Staff Nurses deployed in other OPDs should be withdrawn immediately and be utilized for the in-patient services as per requirement of the Institution.
2. Night- off is to be enjoyed on specified day only. Neither it should be accumulated nor be tagged with any other leave.
3. Percentage of distribution of Nursing Personnel in three shift will be as under :
  - a. Morning shift = 40% of total nursing staff of the ward.
  - b. Evening shift = 30% of total nursing staff of the ward.
  - c. Night shift = 30% of total nursing staff of the ward.

This should be followed strictly in all Health Institutions in the State of West Bengal.

*B. Sanyal* 15/6/15  
Director of Health Services &  
Ex- Officio Secretary: West Bengal

*B. Sanyal* 15/6/15  
Dated: Kolkata, the 15<sup>th</sup> June, 2015

No.HNG/ 12P-1-2015/ 627/ (4)

Copy forwarded for information & necessary action to:-

1. The Principal / Medical Superintendent cum Vice Principal, /Chief Medical Officer of Health, / Principal-Superintendent / Director /Medical Superintendent/ Surgeon Superintendent/ Superintendent, / Block Medical Officer of Health, -----
2. Nursing Superintendent/DPHNO-----
3. Sr. PA to MD, NHM / Sr. PA to DME, Swasthya Bhawan , Salt lake City, Kol-91.
4. Guard File

*Madhani* 15.6.15  
Jt. Director of Health Services  
(Nursing), West Bengal