

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-63-2021/683

Dated: 04/05/2021

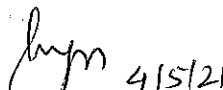
To  
The Medical Superintendent cum Vice Principal,  
Dr. B C Roy Post Graduate Institute of Paediatric Sciences,  
Kolkata - 54

**Sub:** Regularisation of the period of absence in respect of Smt. Puja Majumder Paul, Staff Nurse, Gr. II attached to your Hospital.

**Ref:** Your Memo No. BCE/ME/PR/2454 dt. 15.09.2020

In connection to above-noted subject and reference you are requested to furnish the following documents:-

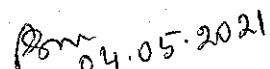
- 1) Joining Report i.r.o. Smt. Puja Majumder Paul, Staff Nurse, Gr. II of Dr. B C Roy Post Graduate Institute of Paediatric Sciences, Kolkata after her period of absence w.e.f. 17.04.2020 to 02.09.2020.
- 2) Documentary evidence whether Smt. Puja Majumder Paul informed the local authority about her absence during her period of absence.
- 3) Detailed Leave Statement showing therein leaves (Earned Leave, Half Pay Leave) due at credit in respect of Smt. Puja Majumder Paul as on on 16.04.2020.

  
Dy. Director of Health Services  
(Nursing) West Bengal  
KM Dated: 04/05/2021

No. HNG/7L-63-2021/683 / 1 (3)

Copy forwarded for information & necessary action:-

1. The Nursing Superintendent, Dr. B C Roy Post Graduate Institute of Paediatric Sciences, Kolkata - 54.
2. Smt. Puja Majumder Paul, Staff Nurse, Gr. II, Dr. B C Roy Post Graduate Institute of Paediatric Sciences, Kolkata - 54.
3. Guard File.

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