

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-74-2021/796

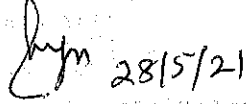
Dated 28/05/2021

To  
The Medical Superintendent-cum-Vice Principal,  
Midnapore Medical College & Hospital,  
Paschim Midnapore,  
West Bengal

Sub: Regularization of Absence Period of Smt. Jayeeta Kar  
Mahapatra, Staff Nurse, Gr.-II attached to your Institute.  
Ref: Your memo no. MMCH/Mid/1829 dt.07.04.2021.

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

- 1) Documentary evidence whether Smt. Jayeeta Kar Mahapatra intimated the local authority from time to time about her absence from duties.
- 2) Leave Admissibility Report with detailed leave statement showing therein leaves (Earned Leave, Half Pay Leave etc.) due at credit of Smt. Jayeeta Kar Mahapatra as on 02.03.2020.
- 3) Number of Child Care Leave due at credit i.r.o. Smt. Jayeeta Kar Mahapatra as on date.
- 4) Comment of MSVP whether the absent period is authorized or not.
- 5) Any other remarks, if seems necessary.

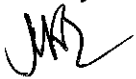
  
Dy. Director of Health Services(Nursing)  
Govt. of West Bengal

No.HNG/7L-74-2021/796/1(4)

Dated 28/05/2021

Copy forwarded for information & necessary action:

1. The Nursing Superintendent, Midnapore Medical College & Hospital, Paschim Midnapore, W.B.
2. Jayeeta Kar Mahapatra, S/N, Gr.-II, Midnapore Medical College & Hospital, Paschim Midnapore.
3. The IT Coordinator, Swasthyabhawan, GN-29, Sector-V, Kolkata-91 for web posting.
4. Office Copy/Guard File.

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