

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-43-2020/ 844

Dated: 07/10/2020

To  
The Medical Superintendent-cum-Vice Principal,  
Medical College & Hospital, Kolkata  
Kolkata - 14

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

**Ref:** Your Memo No. 8379 dated 11.09.2020

In view of above-mentioned subject and reference you are requested to furnish the following documents:-

1. The Joining letter allowing Smt. Nupur Pal, Staff Nurse, Gr. II to resume her duties after her period of absence 02.04.2020 to 27.08.2020.
2. Documentary evidence, if any, whether Smt. Pal intimated the local authority about her absence from duties w.e.f. 02.04.2020 to 27.08.2020.
3. Up-to-date detailed Leave Statement (Earned Leave, Half Pay Leave) due at her credit as on 01.04.2020.
4. Any comment from the local authority regarding whether the above period of absence is authorised or not.

*Nupur Pal*  
07/10/2020  
Dy. Director of Health Services  
(Nursing) West Bengal

No. HNG/7L-43-2020/ 844 (1/4)

Dated: 07/10/2020

Copy forwarded for information & necessary action to:-

- 1) The Nursing Superintendent, Medical College & Hospital, Kolkata - 73
- 2) Smt. Nupur Pal, Staff Nurse, Gr. II, Medical College & Hospital, Kolkata - 73
- 3) The I T Coordinator, Swasthya Bhawan,- For web posting of this letter please.
- 4) Guard File.

*Bm*  
07.10.2020  
Dy. Asstt. Director of Health Services  
(Nursing) West Bengal.