

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-61-2020/ 920

Dated 30.6.2021

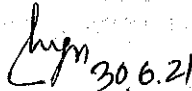
To  
The Medical Superintendent-cum-Vice Principal,  
Dr. B.C.Roy Post Graduate Institute of Paediatric Sciences Hospital,  
111 Narkeldanga Main Rd.  
Phool Bagan, Kankurgachi,  
Kolkata-700054

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

Ref: Your memo no. BCH/ME/PR/3684 dt.31.12.2019

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

- 1) Copy of joining report allowing Smt. Chattopadhyay to resume her duty after her every spell of absences i.e. Joining Reports on 29.04.2018, 25.06.2018 and 26.12.2018.
- 2) Documentary evidence whether Smt. Chattopadhyay intimated the local authority for her every period of absence from duties.
- 3) Leave Admissibility Report with detailed leave statement showing therein leaves (Earned Leave, Half Pay Leave etc.) due at credit in respect of Smt. Chattopadhyay as on 13.04.2018.
- 4) Documentary evidence in support of cause of absent, as stated by her.
- 5) Comment of MSVP whether the absent periods are authorized or not.
- 6) Any other remarks, if seems necessary

  
Dy. Director of Health Services(Nursing)

Govt. of West Bengal

No.HNG/7L-61-2020/920/1(4)


Dated 30.6.2021

Copy forwarded for information & necessary action to:

1. The Nursing Superintendent, Dr. B.C.Roy P.G.I.P.S. Hospital, Kolkata-54.
2. Moumita Chattopadhyay, S/ N Gr.-II, Dr. B.C.Roy P.G.I.P.S. Hospital, Kolkata-54.
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

  
30.06.2021