

GOVERNMENT OF WEST BENGAL
DIRECTORATE OF HEALTH SERVICES
NURSING BRANCH
SWASTHYA BHAWAN, WING-A, 1ST. FLOOR,
GN-29, SECTOR-V, SALT LAKE CITY, KOLKATA-700091

No. HNG/7L-53-2020/ 964

Dated: 18/11/2020

To
The Superintendent,
North Suburban Hospital, Kolkata
Kolkata - 02.

Sub.: Regularisation of the period of absence in respect of Smt. Kaberi Gupta, Staff Nurse, Gr. II attached to your hospital.

Ref.: Your Memo No. NSH/269/20 dated 16.09.2020.

In reference to above mentioned subject and Memo No. you are requested to furnish the following documents.

1) Documentary evidence whether Smt. Kaberi Gupta, Staff Nurse, Gr. II, intimated the local authority during the period of her absence as noted in the margin:

2) The Original Service Book of Smt. Kaberi Gupta, Staff Nurse, Gr. II with up to date leave entries under proper attestation from competent authority.

3) Detailed Leave Statement showing therein leaves (Earned Leave, Half Pay Leave due at credit in respect of Smt. Gupta as on 05.12.2018.

4) Leave admissibility report i.r.o. Smt. Gupta as on date.

5) Clear opinion of local authority regarding whether the above periods of absence are authorised or not.

Spell No.	Date of Leave Start	Date of Leave Expiry	No of days Absent	Date of Join
I	06.12.2018	28.01.2019	= 54 days	29.01.2019
II	30.01.2019	25.03.2019	= 55 days	26.03.2019
III	29.03.2019	21.05.2019	= 54 days	22.05.2019
IV	23.05.2019	14.07.2019	= 53 days	15.07.2019
V	16.07.2019	04.09.2019	= 51 days	05.09.2019
VI	06.09.2019	23.10.2019	= 48 days	24.10.2019
VII	25.10.2019	18.12.2019	= 54 days	19.12.2019
VIII	20.12.2019	12.02.2020	= 55 days	13.02.2020
IX	14.02.2020	07.04.2020	= 54 days	08.04.2020

Basal
18.11.2020
Dy. Director of Health Services
(Nursing) West Bengal
Dated: 18/11/2020

No. HNG/7L-53-2020/ 964/1 (4)

Copy forwarded for information and necessary action to :

1. The Nursing Superintendent, North Suburban Hospital, Kolkata - 02.
2. Smt. Kaberi Gupta, Staff Nurse, Gr. II, North Suburban Hospital, Kolkata - 02
3. The I.T Coordinator, Swasthya Bhawan, Kolkata -91. - Requested to post this order in website.
4. Office Copy

Basal
18.11.2020
Dy. Assistant Director of Health Services
(Nursing) West Bengal