



GOVERNMENT OF WEST BENGAL
DEPARTMENT OF HEALTH & FAMILY WELFARE
MEDICAL ADMINISTRATION BRANCH
SWASTHYA BHAWAN, SECTOR-V, GN-29,
SALT LAKE CITY, KOLKATA-700 091

Memo No. HF/O/MA/389/3R-09/2017

Dated, the, 23rd April 2018

From: - Deputy Secretary (M.A.)
To the Govt. of West Bengal

To: - The Chief Medical Officer of Health, All
The MSVP, All
The Superintendent, All

The joining status of the Assistant Superintendent (Non Medical) as per Memo No. HF/O/MA/1782/3R-09/2017 dated 29th December 2017 is required to be sent to the office of the undersigned in the following format by 27th April 2018 positively.

| Sl. No. | As per Annexure A of HF/O/MA/1782/3R-09/2017 dated 29th December 2017 | | | | Joining Status (Joined/ Not Joined) | Date of Joining | Remarks |
|---------|--|-------------------------------|---------------------|----------|--|--------------------|---------|
| | Name of the Assistant Superintendent (Non Medical) | Sl. No. in the Annexure | Place of Posting | District | | | |
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Also, please furnish the following information.

| Sl. No. | Name of the Institution | Name of the AS(NM) posted | Grade I/ II | Posted in the Institution since Date (DDMMYYYY) |
|---------|-------------------------|------------------------------|-------------|--|
| | | | | |
| | | | | |

District PMU should be utilized for the purpose.

It is to be noted that the data desired should also be sent electronically (signed PDF sheet) to

- i. js.ma.wbhealth@gmail.com
- ii. ds.ma.wbhealth@gmail.com

Sd./=

Deputy Secretary
to the Govt. of W.B

Dated, the, 23rd April 2018

Memo No. HF/O/MA/389/3R-09/2017/1(7)

Copy forwarded for necessary action to:

1. The Director of Health Services, West Bengal.
2. The Director of Medical Education Services, West Bengal.
3. The Joint Secretary (MA), West Bengal
4. The DD (Admin), Directorate of H & FW.
5. P.A. to Commissioner (MA).
6. Coordinator IT Cell: to upload to the website
7. Guard File.

Deputy Secretary
to the Govt. of W.B