



Guidelines on Medical Standards/Norms for pre-employment medical examination

OBJECTIVE

- The objective of these guidelines is to select, for a particular post, a person who must be in good physical and mental health and must be free from any physical defect or disability that is likely to interfere with efficient performance of the duties and /or safety of the plants, machinery or co-workers.

SCOPE

- Any person seeking appointment in GAIL shall be required to undergo medical examination
- The pre-employment medical examination shall be a part of selection procedure of a candidate for a particular post

GENERAL GUIDELINES

- **"Medical Authority"** For medical examination and issuance of medical fitness certificate on first appointment in the Company means, Chairman of Medical Board or Civil Surgeon or Medical Superintendent or Chief Medical Officer or equivalent of a Central/State Govt. hospital (having the status of minimum District Hospital) or of GAIL nominated empanelled hospital.
- Acceptance of joining will be subject to the fitness certificate so issued by the Medical Authority being further accepted by designated CMO, GAIL.
- In work Centers where no Medical Officer has been posted, HR In charges shall forward the scanned copies of the medical reports as obtained from prescribed medical authority to designated CMO for acceptance, where after joining will be allowed.
- GAIL reserves the right to re-examine or review the medical examination report submitted by the candidate without assigning any reason and decision of GAIL's designated CMO will be final and binding.

SPECIFIC GUIDELINES

1. AGE/HEIGHT/WEIGHT:

- In the matter of co relation of age, height & weight of candidates of Indian race, it is left to discretion of the medical authority to use whatever co relation figures are considered most suitable. The medical authority will be empowered to marginally relax the standards so long as such relaxation does not impede the performance of the job.
- Measurement of Height: Measurement will be taken in cm with the individual standing bare footed and straight weight thrown on both heels kept together. Tendency to stand on toes or raise heels will be strictly avoided.

2. CHEST:

- Acceptable chest measurement at full expiration will be 79cm. (relaxable by 5cm) and minimum expansion 5 cm. The range of expansion upto 4cm. i.e. a deviation of 20% will be acceptable. This is not applicable to female candidates.

3. EYES

- Any organic disease or a progressive refractive error which is likely to result in lowering the acuity shall be considered as a disqualification
- Retinal diseases in diabetes, hypertension and atherosclerosis will be considered disqualification for all categories
- Candidates having grossly affected field of vision will be considered disqualified
- Night blindness will be acceptable in all categories if curable, not acceptable if Congenital.



Guidelines on Medical Standards/Norms for pre-employment medical examination

Visual Acuity

Age	Distant Vision		Near Vision	
	Better Eye	Worse Eye	Better Eye	Worse Eye
Below 35yrs	6/9	6/9	Sn/0.6	Sn/0.6
	6/6	6/12	-	-
35yrs. & above	6/12	6/12	Sn/0.6	Sn/0.6
	6/9	6/18		

- Corrected Myopia (including cylinder) exceeding (-) 6D and Hypermetropia (+) 4D in each eye up to the age of 35 years will be considered as disqualification.
- Corrected Myopia (including cylinder) exceeding (-) 6 D and Hypermetropia (+) 6D in each eye beyond 35 years of age will be considered as disqualification.

Colour vision:

- Acceptable for non technical person.
- Not acceptable for all Technical Personnel, Fire Fighting Personnel, Drivers, etc. and other occupants where perception of colour is considered essential in view of nature of duties of the offered post and future posts likely to be occupied by the candidate either on appointment on, promotion or on job rotation/transfer. The candidate's ability to distinguish colours must be tested and recorded.
- Whenever an employee suffering from colour blindness is posted or transferred into a category wherein colour perception is required, his eyes will be re-examined for the same along with the examination for visual acuity. If not found as per the norms, shall be considered as disqualification.

Trachoma

- Unless complicated shall not ordinarily be a disqualification

Squint

- For technical services / skilled, where the presence of Binocular vision is essential squint even if the visual acuity is of the prescribed standard Shall be considered as a disqualification. For other services, the presence of squint should not be considered as a disqualification if the visual acuity of each eye is of the prescribed standard.

Contact Lens & Intraocular implant

- Correction with contact lense / intraocular implant/ Lasik surgery is not a bar for employment provided the prescribed standards are fulfilled.

4. EAR

- The candidate should be free from any active disease of the ear. The candidate should be able to hear whispering voices separately in both the ears at distances of 2 fit in a quiet room. A candidate with doubtful hearing capacity will be sent for audiometry test to determine his hearing capabilities. if the disease is not progressive in nature, the candidate may be declared temporarily unfit and his hearing capacity tested again after 4 weeks.
- Bilateral Nerve Deafness- Not acceptable for all categories.
- Unilateral nerve defects not acceptable in Drilling, exploration, Operations, Technical discipline, Fire Fighting Staff, Security and Drivers except in case of Materials Management, Personnel & Administration, Finance & Accounts Disciplines.



Guidelines on Medical Standards/Norms for pre-employment medical examination

5. GLANDS
 - Thyroid
Hypothyroidism without any other organ involvement will be declared fit hyperthyroidism-declared unfit.
 - Any lymphadenopathy should be thoroughly investigated to rule out any chronic granumatus disease like TB, sarcoidosis and blood dyscrasias, if found declared unfit
 - Pituitary disorders will be declared unfit
6. NOSE
 - A candidate should be free from any active disease of the nose. Deviated nasal septum (DNS), Nasal polyposis, sinusitis of severe nature etc. will be declared temporarily unfit.
7. THROAT
 - State of tonsils - Slight Hypertrophy without evidence of repeated tonsillitis is not a cause for rejection. Enlarged tonsils cause temporary unfitness until treated with tonsillectomy. Throat, palate, gums, jaws, temporomandibular joints and dentition should be within normal limits, in case of any active lesion like bleeding gums, aphthous ulcer, septic tonsillitis declared temporarily unfit.
8. SKIN & VENEREAL DISEASES
 - Leprosy or chronic and inveterate skin conditions will be declared unfit.
 - Candidates suffering from venereal diseases declared temporarily unfit unless detail examination of urethral smear & serology test prove negative.
9. DIABETES
 - Type-I & Type-II diabetes with any of the target organ involvement will be declared unfit irrespective of age
10. EPILEPSY –
 - Declared Unfit
11. PULMONARY TUBERCULOSIS –
 - Temporarily unfit for 03 months.
12. MALIGNANCY
 - Any carcinoma, multiple myeloma will be declared unfit.
13. HEART DISEASE

Declared Unfit in case of:

 - Ischaemic heart disease
 - organic/valvular/congenital heart disease with definite signs and symptoms
14. BLOOD PRESSURE

The medical authority will use its discretion regarding Blood Pressure. A rough method of calculating normal maximum systolic pressure is as follows:

 - i) With young subjects 15-25 years of age the average is about 100 plus the age.
 - ii) With subjects over 25 years of age the general rule of 110 plus half the age seems quite satisfactory. N.B. As a general rule any systolic pressure over 140 and diastolic over 99 should be regarded as suspicious and the candidate should be examined/investigated thoroughly by the Competent Medical Authority before giving his final opinion regarding the candidate's fitness or otherwise. The detailed report should indicate whether it is due to any organic disease or not. In all such cases, X- Ray, and E.C.G, lipid profile and renal function test should also be done as a routine. The final decision as a fitness or otherwise of a candidate will, however, rest with the medical authority only.



Guidelines on Medical Standards/Norms for pre-employment medical examination

15. PREGNANCY
 - If at the time of medical examination, a candidate is pregnant for more than 12 weeks she shall be declared temporarily unfit until she has completed 6 weeks after confinement. After confinement the candidate shall be required to produce a medical certificate of fitness from a registered medical practitioner before being called up for a final medical examination
16. UNDESCENDED TESTES
 - Declared Unfit
17. CANDIDATES WILL BE DECLARED TEMPORARILY UNFIT for following Conditions:-
 - Hernia
 - Hydrocele
 - Haemorrhoids
 - Phimosis
 - Gallstones
 - Renal stones
 - Perforation of tympanic membrane

(Candidates will be declared fit if corrective measures taken within 6 months).
18. LIVER DISORDER:- Declared unfit in case of:
 - Cirrhosis of Liver
 - Chronic Liver Disease
19. RENAL DISORDER:- Declared unfit in case of:
 - Chronic renal failure
 - Diabetic nephropathy
20. NEUROLOGICAL DISORDER:- Declared unfit in case of:
 - Seizure disorder
 - Parkinsonism
 - Ataxia
 - Psychosis
 - Any other major neurological disorder
21. LUNGS DISORDER : Declared unfit in case of:
 - Lung Cancer
 - Chronic Obstructive Lung Disease
 - H/o Lobectomy/Pneumonectomy
22. ANY COLLAGEN DISEASE like SLE, Polyarteritis Nodosa and Wegeners Granulomatosis will be declared unfit.
23. ANY MAJOR ORGAN DAMAGE involving Heart, Lung, Liver, Kidney and Brain will be declared unfit.
24. PHYSICALLY CHALLENGED CANDIDATE
 - Congenital or acquired physical defects, if any noticed will be recorded on the medical examination form with a clear opinion as to whether it is likely to interfere with the efficient performance of the duties for which the candidate is under consideration for employment. The norms and standards shall however be further relaxed for physically challenged candidates as per government guidelines.



Guidelines on Medical Standards/Norms for pre-employment medical examination

25. Examination of Head & Neck

The examination of the head and neck will be made from above down-wards. The examiner will note the intelligence character of voice, power of hearing by his replies to the questions put to him.

A) The scalp is examined for any blows and cuts on the head.

B) The examination of the nose should reveal that the candidate is free from any infectious disease of the nose.

D) Glands: In thyroid glands there should be no evidence of hyperthyroidism or generalized enlargement of lymph glands. Scars, if any, of the previous removal of tubercular glands should be normal and there must not have been any active diseases in the last five years. The movements of the neck should be free in all possible directions.

It is absolutely essential to extend due regard to candidates privacy and decency. Every part of the body must be examined and if a candidate does not submit to this even after persuasion he should be rejected. A staff Nurse or a Hospital attendant will be present when female candidate are examined.

The candidate should now be made to walk at least 50 mtrs. To judge the locomotion (gait) the candidate is then advised to stand upright with feet apart and arms extended above head. The examiner should walk slowly round the candidate for careful inspection of whole surface of the body. The following observations shall be made and recorded:-

- 1) General physical development
- 2) Formation and development of limbs
- 3) Skin diseases
- 4) Varicose veins
- 5) Scars or ulcers
- 6) Tattoo marks
- 7) Any special marks on account of congenital or post accidental cases

1. Candidates suffering from Leprosy or Chronic and inveterate skin conditions will be declared unfit. Vitilio cases are acceptable.

2. Candidates with advanced degree of varicose veins should be considered as a ground for temporary disqualification.

3. Congenital or acquired physical defects, if any, noticed will be recorded on the medical examination report with clear information as to whether it is likely to interfere with the efficient performance of the duties for which the candidate is under consideration for employment.

The candidate is then directed to walk up and down the hall briskly 2 to 4 times to hop about the hall on the toes of the right foot then again on the toes of the left foot.

The examiner will observe:

1. The power and range of movements of joints including gait
2. The flatness of feet.
3. Formation of the toes.

26. Examination of the trunk

The trunk will be examined from below upwards. The candidate will stand with his arms extended over head, the hands being in contact. The Medical officer will examine:

a) The abdominal and parities of the chest. He instructs the candidate to take in a full breath several times while he watches the action and note the expansion of the chest. Careful stethoscope Examination of the lungs is made.

b) The heart sounds, the heart rate, and its functions etc. are noted.

**Guidelines on Medical Standards/Norms for pre-employment medical examination**

- c) Any enlargement of the spleen or liver is noted.
 - d) Indication of venereal diseases are observed.
 - e) The scrotum is examined to ascertain whether the testicles have descended and are normal or if there be varicocele, Hydrocele or other diseases.
 - f) Signs of Hernia are looked for by inserting the point of the finger into the external abdominal ring of each side and instruction given to the candidate to cough 2 to 3 times.
 - g) The candidate is examined for Haemorrhoids, Fistulae, Condylomata etc. For this purpose the candidate is instructed to turn with his back towards the Examiner, stoop down and separate the buttocks with his hands and strain down gently. The examination of the perineum and of the genitalia may be deferred until the end if considered desirable.
- 1) The candidate chest should be well formed with several sufficient expansions and his heart, lungs should be sound.
 - 2) The enlargement of spleen and liver should be investigated for any chronic diseases. Candidate with chronic diseases should be considered temporarily unfit or unfit depending upon the nature and severity of the disease.
 - 3) There should be no evidence of any abdominal disease.
 - 4) Venereal Diseases: Candidate who has suffered or are suffering from V.D will not be declared fit unless detailed examination of urethral smear and serology tests prove negative.
 - 5) Un-descended testicle should be considered a disqualification only when situated within the inguinal canal or at the external abdominal rings.
 - 6) The candidate should not have suffered from Hydrocele , a severe degree of varicocele, varicose veins or piles.
 - 7) Hernia: Candidate with Hernias will be considered temporarily unfit and will be re-examined after surgical treatment.

27

UPPER EXTREMITIES

The examination of the upper extremities will be made from below upwards. The following directions are given to the candidates:

- a) Stretch your arms with the palms of your hands upwards.
- b) Bend your arms with the palms of your hands upwards.
- c) Bend the fingers over your thumbs.
- d) Bend your wrists backwards and forwards.
- e) Bend your elbows
- f) Turn the back of the hands upwards.
- g) Swing your arms around your head.

This examination will give an indication of defects of the wrists, elbows, shoulder Joints, rotational movements of the forearms.

28.

Lower Extremities and Back

The inspection of the lower extremities and back will be made from below upwards. The candidate first faces the medical examiner and afterwards turns his back towards him. The following directions are given to the candidate:-

- a) Stand on your right foot, put the left forward.
- b) Bend the ankle joint and toes alternately backwards and forwards.
- c) Repeat down on one knee.
- d) Kneel down on the other knee.
- e) Up again
- f) Kneel down on the other knee.
- g) up again
- h) Down on both knees and up from position with a simultaneous spring on both legs.



Guidelines on Medical Standards/Norms for pre-employment medical examination

- i) Turn round and separate the legs.
- j) Touch the ground with the hands.

This examination indicates any defects of the toes, ankles knee joints and of the spine. Deformities of the Spine, Knock knees, Flat foot and nature of duties expected to be performed by the candidate.

29 PULSE

The candidate pulse is felt and its rate and rhythm as well as any other abnormality noted. The candidate, whose pulse rate is persistently over 100 but responding well to the exercise tolerance test, should be attended by the medical officer who should re-examine him the following morning. If on examination, the pulse rate is less than 100, he should be accepted. If still over 100, he should be declared unfit.

NOTE:

- i. Any abnormal findings on investigations should be noted. Depending upon the nature and the extent of the abnormality the tests may be either repeated or the candidates may be declared fit, unfit or temporarily unfit.
- ii. A candidate having abnormally high blood sugar should be considered unfit.

**गेल (इण्डिया) लिमिटेड**

(भारत सरकार का उपक्रम - महारत्न कम्पनी)

GAIL (India) Limited

(A Govt. of India Undertaking - A Maharatna Company)

Attested
Passport size
Photograph of
the
Candidate

गेल में नियुक्ति के लिये चिकित्सा प्रमाण-पत्र/Medical Certificate for appointment in GAIL

(चिकित्सा परीक्षा से पूर्व अभ्यर्थी द्वारा दिये जाने वाला घोषणा-पत्र/Declaration to be given by the candidate before medical examination)

1. पूरा नाम (स्पष्ट अक्षरों में)/Name in full (in block letters)_____
2. आयु/Age_____
3. जन्मतिथि/Date of birth:_____
4. जन्म स्थान/Place of Birth:_____
5. (कृपया सही उत्तर पर चिन्ह लगायें/Please tick the appropriate answer :)

क्या कभी आप निम्न से पीड़ित हुए हैं/Have you ever suffered from	हां/Yes	नहीं/No
ग्रंथियों की अपवृद्धि अथवा पकने से/Enlargement or Suppuration of glands		
थूक में खून आने से/Spitting of blood		
दमा से/Asthma		
हृदय रोग से/Heart Disease		
गठिया/वात रोग से/Rheumatism		
बेहोशी या मूर्छा से/Fainting attack		
मिरगी से/Epilepsy		
बार-बार आने वाले अथवा अन्य ज्वर से/Intermittent or any other fever		
अन्य किसी बिमारी से/Any other disease (give details)		

6. क्या आपने पहले कोई शल्य-चिकित्सा करवाई है/Have you under gone any surgery in the past. यदि हां तो विवरण दें/if yes give details
7. क्या आप कभी अधिक कार्य अथवा किसी अन्य कारण से बेचैनी या घबराहट से ग्रस्त हुए हैं/Have you ever suffered from any form of nervousness due to Over work of any other cause. यदि हां तो विवरण दें/if yes give details
8. क्या पिछले तीन वर्षों में चिकित्सा अधिकारी/चिकित्सा बोर्ड द्वारा आप की चिकित्सा परीक्षा हुई है और आप सरकारी सेवा के अयोग्य घोषित किये गये हैं/Have you been examined & declared unfit for Government service by a medical officer/medical board within last three years. यदि हां तो विवरण दें/if yes give details
9. क्या आपका कोई निकट सम्बन्धी उपरोक्त में से किसी रोग से ग्रस्त हुआ है (अथवा अन्य किसी बीमारी से ग्रस्त है)/Have any of your near relatives suffered from any of the Above mentioned ailments (or any other disease) यदि हां तो विवरण दें/if yes give details

हां/Yes	नहीं/No
हां/Yes	नहीं/No
हां/Yes	नहीं/No
हां/Yes	नहीं/No

10. कृपया अपने परिवार से सम्बन्धित निम्नलिखित जानकारी दें/Please furnish the following particulars concerning your family.

पिता की आयु और स्वस्थ (यदि जीवित है)/Fathers age if living and state of health	मृत्यु के समय पिता की आयु और मृत्यु का कारण/Fathers age at death and cause of death.	जीवित भाइयों की सं०, आयु और स्वास्थ्य/No of Brothers living, their age and stat of health	मृत भाइयों की सं०, मृत्यु के समय उनकी आयु और मृत्यु का कारण/No. of brothers dead, their ages at death and cause of death

माता की आयु और स्वस्थ (यदि जीवित है)/Mothers age if living and state of health	मृत्यु के समय माता की आयु और मृत्यु का कारण/Mother's age at death and cause of death	जीवित बहनों की सं०, आयु और स्वास्थ्य/No. of sisters living, their ages and state of health	मृत बहनों की सं०, मृत्यु के समय उनकी आयु और मृत्यु का कारण/No. of sisters dead, their ages at death and cause of death

में घोषणा करता/करती हूँ कि/I Declare that:

1. उपरोक्त सभी सूचना मेरी जानकारी और विश्वास के अनुसार सत्य है/All the above information is true to the best of my knowledge and belief.
2. मुझे किसी रोग अथवा अन्य किसी कारण से अयोग्यता प्रमाण-पत्र/पेंशन नहीं दी गई है/|I have not received disability certificate/pension on account of any disease or any other condition.

Marks of Identification:

- 1.
- 2.

अभ्यर्थी के हस्ताक्षर/Signature of Candidate

मेरी उपस्थिति में हस्ताक्षर किये गये हैं/Signed in my presence

मुख्य चिकित्सा अधिकारी के हस्ताक्षर

दिनांक/Dated-----

Signature of Medical Authority*

टिप्पणी/Note:

यदि किसी व्यक्ति के सेवाकाल के दौरान किसी भी समय यह पता चलता है कि सत्यापन फार्म में गलत जानकारी दी गई है अथवा वास्तविक सूचना को गुप्त रखा गया है तो उसकी सेवा समाप्त की जा सकती है और उसे सेवा समाप्ति से मिलने वाले लाभों के दावों से वंचित कर दिया जाएगा।

If the fact that false information has been furnished or that there has been suppression of any factual information in the Attestation Form comes to notice at any time during the service of a person, his/her services would be liable to be terminated and his/her claims to any terminal benefit shall be forfeited.

*Chairman of Medical Board or Civil Surgeon or Medical Superintendent or Chief Medical Officer or equivalent of a Central/State Govt. hospital (having the status of minimum District Hospital) or of GAIL nominated empanelled hospital.

MEDICAL EXAMINATION REPORT

PHYSICAL EXAMINATION

Name of the candidate:

1. General Development :
 Good _____ Fair _____ Poor _____

Thin _____ Average _____ Obese _____

Height (without shoes) _____ Cm. Weight _____ Kg.

Girth-of chest:

(a) (After full inspiration) _____

(b) (After full expiration) _____

2. **Appearance:**

- | | | |
|--|---|--------------------------------|
| 1. Temperament | : | Sober/Nervous/Irritable |
| 2. Nutrition | : | Good/Fair/Poor, |
| 3. Marks of Primary Vaccination | : | Present/Absent |
| 4. Deformities | | |
| 5. Operation Scars | | |

3. Skin: any obvious disease _____
 (Leprosy or chronic and inveterate skin conditions will be declared unfit).

4. **Eyes:**

(a) Any disease _____

(b) Night blindness _____

(c) Defect in colour vision _____

(d) Field of vision _____

(e) Visual acuity:

Distant vision (naked eyes) : RE LE

Distant vision with glasses or contact lenses : RE LE

Near Vision(naked eyes) : RE LE

Near vision with glasses or contact lenses : RE LE

Age	Distant Vision		Near Vision	
	Better Eye	Worse Eye	Better Eye	Worse Eye
Below 35yrs	6/9	6/9	Sn/0.6	Sn/0.6
	6/6	6/12	-	-
35yrs. & above	6/12	6/12	Sn/0.6	Sn/0.6
	6/9	6/18		

Strength of glasses used:

- | | Sph. | Cyl. | Axis |
|---|---|------|------|
| ➤ | Corrected Myopia (including cylinder) exceeding (-) 6D and Hypermetropia (+) 4D in each eye up to the age of 35 years will be considered as disqualification. | | |
| ➤ | Corrected Myopia (including cylinder) exceeding (-) 6 D and Hypermetropia (+) 6D in each eye beyond 35 years of age will be considered as disqualification. | | |

Colour vision:

- Acceptable for non technical person
- Not acceptable for all Technical Personnel, Fire Fighting Personnel, Drivers, etc. The candidates ability to distinguish colours must be tested and recorded. Colour blindness is a disqualification for the following:
 - ✓ Whenever an employee suffering from colour blindness is posted or transferred into a category wherein colour perception is required, his eyes will be re-examined for the same along with the examination for visual acuity. If not found as per the norms, shall be considered as disqualification.

(Correction with contact lense / intraocular implant / Lasik surgery is not a bar for employment provided the prescribed standards are fulfilled).

(Retinal diseases in diabetes, hypertension and atherosclerosis will be considered disqualification for all categories)

5. Ears :

General inspection _____

Hearing: Right Ear _____ Left Ear _____

(Bilateral Nerve Deafness- Not acceptable for all categories.)

6. Nose:

(A candidate should be free from any active disease of the nose. Deviated nasal septum, Nasal polypsis, sinusitis of severe nature etc. will be declared temporarily unfit).

7. Throat:

(Slight Hypertrophy without evidence of repeated tonsillitis is not a cause for rejection. Enlarged tonsils cause temporary unfitness until treated with tonsillectomy).

8. Glands _____

Thyroid _____

(Hyperthyroidism/ Pituitary disorders declared unfit).

9. Condition of teeth _____

(Dental caries and decaying teeth declared temporarily unfit.)

10. Respiratory System:

Cases diagnose as suffering from pulmonary tuberculosis will be declared temporarily unfit for 03 months.

11. Circulatory System:
(a) Heart Rate:
Any organic lesion _____
- (b) Heart Rate/Pulse rate Standing _____ after hopping
25 times _____ 2 minutes after hopping _____
(If pulse rate still over 100 after rest, candidate should be declared unfit)
- (c) Blood pressure:
Systolic _____
Diastolic _____
(A candidate having abnormally high blood pressure should be considered unfit)
12. Abdomen:
Girth _____
Tenderness _____
Liver _____
Spleen _____
(Cirrhosis of Liver – declared unfit)
13. Nervous System:
(Epileptic and mentally challenged candidate – declared unfit)
14. Blood Vessels:
1. Pulse in upper and lower extremity.
2. Blood Vessels: Normal/thickened /varicose veins.
(Candidate with varicose vein declared temporarily unfit)
15. Loco-Motor System:
(Candidate with deformity or Amputation of a limb to such degree that interferes with successful and safer performance and emergency evacuation declared unfit).
16. Spine:
(Kyphosis, scoliosis, Kyphoscoliosis and lordosis declared unfit).
17. Genito Urinary System:
Hernia _____
Hydrocele _____
Varicocele _____
Any other _____
(Candidate will be declared fit if corrective measures taken within 8 weeks.
18. For female candidates :
- (a) History of menstrual cycle: regular/irregular
(b) Breasts
(c) Pregnancy with duration
(d) Local/PV/PAP Smear examination if required.

(If at the time medical examination, a candidate is pregnant of 12 weeks or more, she shall be declared temporarily unfit until she has completed 6 weeks after confinement. After confinement the candidate shall be required to produce a medical certificate of fitness from a registered medical practitioner before being called up for a final medical examination.)

Is there anything in the health of the candidate likely to render him unfit for the efficient discharge of his duties in the services for which he is a candidate?

If yes, please indicate details

YES

NO

Comments:

Signature of the Examining Medical Authority*
(Office Seal)

Place: _____

Date: _____

Place: _____

Date: _____

Signature of the candidate

Name of the candidate

* Chairman of Medical Board or Civil Surgeon or Medical Superintendent or Chief Medical Officer or equivalent of a Central/State Govt. hospital (having the status of minimum District Hospital) or of GAIL nominated empanelled hospital.

LIST OF INVESTIGATIONS

EXAMINATION OF BLOOD

1. CBC
2. ESR
3. BLOOD SUGAR-FASTING &PP
4. LIPID PROFILE
5. LIVER PROFILE
6. RENAL PROFILE
7. THYROID PROFILE
8. VDRL
9. BLOOD GROUP & RH Typing

EXAMINATION OF URINE

1. Routine microscopy of urine

EXAMINATION OF STOOL

1. Routine Microscopy of Stool

EXAMINATION OF SPUTUM

1. Sputum for AFB

OTHER INVESTIGATIONS

1. X-ray chest PA view (not to be performed in case of pregnancy)
2. ECG – in all leads
3. Audiometry
4. Ultra-Sound- Whole Abdomen

THE FOLLOWING TEST TO BE DONE, (If required)

1. Pulmonary Function Test
2. PAP Smear (after 35 years of age if married)
4. Mammography after 35 years of age.
5. FNAC - if there is any nodule presents
6. Any other Test, if required according to the examination of the candidate.

CERTIFICATE OF MEDICAL FITNESS ON FIRST APPOINTMENT IN GAIL (INDIA) LIMITED

में एतदद्वारा प्रमाणित करता/करती हूँ कि मैंने गेल (इण्डिया) लिमिटेड में रोजगार के लिये अभ्यर्थी श्री/श्रीमती/कुमारी _____ की जांच की है और यह पाया है कि वह _____ के अतिरिक्त किसी अन्य रोग (संक्रामण अथवा अन्य प्रकार) शारीरिक दुर्बलता से प्रभावित नहीं है। मैं इस रोग को _____ पद पर रोजगार के लिए अनुपयुक्त मानता हूँ/नहीं मानता हूँ। इनके अपने बयान के अनुसार इनकी आयु _____ वर्ष है तथा देखने में _____ वर्ष की लगती/लगते हैं।

I hereby certify that I have examined Mr./Ms. _____ a candidate for employment in the GAIL (India) Ltd. and cannot discover that he/she has any disease (communicable or otherwise), constitutional weakness or bodily infirmity, except _____. I do consider/do not consider this a disqualification for employment to the post of _____. His/her age is according to his/her own statement _____ years and by appearance about _____ years.

I certify that the candidate is medically _____

FIT

UNFIT

TEMPORARILY
UNFIT

जांच करने वाले चिकित्सा अधिकारी के हस्ताक्षर
Signature of the Examining Medical Authority*

Medical Authority to refer to GAIL Guidelines on Medical Standards/Norms for pre-employment medical examination before issuing certificate of fitness.

* **Chairman of Medical Board or Civil Surgeon or Medical Superintendent or Chief Medical Officer or equivalent of a Central/State Govt. hospital (having the status of minimum District Hospital) or of GAIL nominated empanelled hospital.**

Recommendations/Acceptance by Designated CMO, GAIL:

Signature & Designation of CMO, GAIL
(Office Seal)

PART V

To,

Subject: YOUR MEDICAL EXAMINATION

Dear Sir,

With reference to your Medical Examination held on _____, we have to inform you that you have been found temporarily unfit on account of the following:-

You may undergo the treatment of yourself for the above disease/sickness and appear for a re-examination within _____* from the date of issue of this letter. While reappearing for medical examination, please carry a certificate from the treating doctor on fitness and treatment of aforesaid disease/sickness.

Yours faithfully,

(MEDICAL AUTHORITY)

* Prescribe the period upto six months depending upon disease, surgery required.

Copy for information to:

1. The Appointing Authority.