

GOVERNMENT OF WEST BENGAL  
Personnel and Administrative Reforms & e-Governance Department  
(I.A.S. Cell)  
NABANNA, 7<sup>th</sup> Floor,  
325, Sarat Chatterjee Road, Howrah-711 102.

No.525-PAR(IAS)/C(R)-13/2007 Pt.

Dated, Howrah, the 12<sup>th</sup> March, 2018

**MEMORANDUM**

**Subject: Annual Health Check-up of IAS Officers relating to AIS (PAR) Rules, 2007, for the year 2018.**

The State Government has decided that 9 (nine) Medical College & Hospitals, 15 (fifteen) District Hospitals and 7 (seven) Private Hospitals & Diagnostic Centres (**list I & II enclosed**) will be allowed to conduct all tests as prescribed in the revised Health Check-up Proforma (Form-IV) [**copy enclosed**] in terms of letter of DOP&T, Govt. of India (vide F No.11059/01/2014-AIS-III, dated 13-02-2018), as per authorisation given by Health & Family Welfare Department in the previous year.

The State Government has agreed to reimburse a sum of **Rs.2,000/- (Rupees two thousand) only for the male I.A.S. Officers and Rs.2,200/- (Rupees two thousand two hundred) only for the female I.A.S. Officers for such medical check-up in the approved 7 (seven) Private Hospitals & Diagnostic Centres**, as mentioned in para-1 above in conformity with the guidelines contained in the above referred letter of DOP&T, Govt. of India (vide F No. 11059/01/2014-AIS-III, dated 13.02.2018).

**The charges for further investigations, if recommended would be reimbursed as per norms of AIS (Medical Attendance) Rules, 1954.**

This order issues with the concurrence of Finance Department vide their UO No.M-1202 Group P Service, dated 20-05-2013.

The enclosures as stated in para-1 above can be downloaded from the website [www.wbpar.gov.in](http://www.wbpar.gov.in)

Encl.: As stated.

Sd/-

(Prabhat Kumar Mishra)

Principal Secretary to the Govt. of W.B.

Dated, Howrah, the 12<sup>th</sup> March, 2018

No.525/(6)-PAR(IAS)/C(R)-13/2007 Pt.

Copy forwarded to:

01. Shri / Smt. \_\_\_\_\_;
02. The Superintendent, \_\_\_\_\_ Medical College & Hospitals;
03. The CMOH, \_\_\_\_\_ District Hospital;
04. The Principal Secretary/Secretary, \_\_\_\_\_ Department.
05. The Director, \_\_\_\_\_ Private Hospital  
.....with the request to undertake the medical examination of the I.A.S. Officers in the enclosed revised proforma and to kindly ensure that all the prescribed tests may be conducted on a single day and the report provided to the officers concerned on the same / next day.
06. The District Magistrate, \_\_\_\_\_
07. The Health & Family Welfare Department with a copy of the DoPT, Govt. of India, Memo No. 11059/01/2014-AIS-III, dated 17.02.2016.
08. IT Cell of the P&AR Department for uploading **this letter and the enclosures** in the Website of P&AR.

14  
203.18  
Additional Secretary to the Govt. of West Bengal

LIST-II

Sl.No.	Name of Private Hospitals	Nodal Person	Contact No.
1.	Ruby General Hospital Ltd. Kasba Golpark, E.M. Bypass, Kolkata-700 107	Mr Subhasis Dutta Ms Nayana Banerjee Executive Secretary to CEO	9831227380 9831522357 9830968221
2.	Nightingage Diagnostic & Medicare Centre Pvt. Ltd. 11, Shakespeare Sarani, Kolkata-700 071	Mr Basu	2282-7255/7263
3.	Calcutta Medical Research Institute, 7/2, Diamond Harbour Road, Kolkata-700 027	Ms Nibedita Ghosh, DGM-Operations	9830260319
4.	DESUN Hospital & Heart Institute, E.M. Bypass, Kasba, Golpark, Kolkata-700 107	Sajal Dutta Chairman & Managing Director	2443 4567
5.	MEDICA Super specialty Hospital, 127, Mukundapur, E.M. Bypass, Kolkata-700 099	R Udayana Lahiry President & Chief Executive Officer	913366520000
6.	Belle Vue Clinic 9, Dr. U.N. Brahmachari Road, Kolkata-700 017	P. Tondon Chief Executive Officer	2280 4624
7.	Eastern Diagnostics India Pvt. Ltd. 13C, Mirza Ghalib Street, Kolkata-700 016	Ritesh Agarwal Joint Managing Director	22178080

Medical College & Hospital

Sl. No.	Medical College & Hospitals
1.	S S K M Medical College & Hospital A J C Bose Road, Kolkata-700020
2.	Kolkata Medical College & Hospital 88, College Street, Kolkata-700012
3.	N R S Medical College & Hospital 138, A J C Bose Road, Kolkata-700014
4.	National Medical College & Hospital 24, Gorachand Road, Kolkata-700014
5.	R G Kar Medical College & Hospital 1, Khudiram Bose Sarani, Kolkata-700004
6.	Midnapur Medical College & Hospital, Kerinitola, Midnapur
7.	Burdwan Medical College & Hospital, Burdwan-713 101, West Bengal
8.	Bankura Sammilani Medical College & Hospital, P.O. & Dist. Bankura, Pin-722101
9.	North Bengal Medical College & Hospital P.O. Sushruta Nagar, Pin-734 012,

District Hospitals :

Sl. No.	District Hospitals
1.	Darjeeling District Hospitals, Darjeeling
2.	Jalpaiguri District Hospitals, Jalpaiguri
3.	M J N Hospital (District Hospitals), Coochbehar
4.	District Hospital, Raiganj, Uttar Dinajpur
5.	Balurghat General Hospital (District Hospitals), Dakshin Dinajpur
6.	Malda District Hospitals, Malda
7.	Baharampur General Hospital, Murshidabad
8.	Birbhum District Hospitals, Suri, Birbhum
9.	Nadia District Hospitals, Krishnanagar, Nadia
10.	Deben Mahato Hospital (District Hospitals), Purulia
11.	Hooghly District Hospitals, Chinsurah, Hooghly
12.	Howrah District Hospitals, Howrah
13.	District Hospitals, Barasat, North 24 Parganas
14.	M R Bangur Hospital (District Hospitals), South 24 Parganas
15.	District Hospital, Tamluk, Purba Medinipur

Form IV  
[See rule 3]

The All India Services (Performance Appraisal Report) Rules, 2007

PROFORMA FOR HEALTH CHECK UP

Date:

Name

Age

Sex: M/F

A. Investigations Reports

1.	<b>Haemogram</b>  (i) Haemoglobin (ii) TLC (iii) DLC (a) Polymorphs (b) Lymphocytes (c) Eosinophils (d) Basophils (e) Monocytes  (iv) Peripheral Smear
2.	<b>Urine Examination</b>  (i) Colour (ii) Albumin (iii) Sugar (iv) Microscopic Exam.
3.	<b>Blood Sugar</b>  (i) Fasting (ii) Post-Prandial
4.	<b>Lipid Profile</b>  (i) Total Cholesterol (ii) HDL Cholesterol (iii) LDL Cholesterol (iv) VLDL Cholesterol (v) Triglycerides
5.	<b>Liver Function Tests</b>  (i) S. Bilirubin (Total) (ii) S. Bilirubin (Direct) (iii) S.G.O.T. (iv) S.G.P.T.
6.	<b>Kidney Function Tests</b>  (i) Blood Urea (ii) S. Creatinine (iii) S. Uric Acid

Contd...2

7.	<p><b>Cardiac Profile</b></p> <p>(i) S.LDH (ii) CK-MB (iii) S.CRP (iv) SGOT</p> <p><b>For Men</b></p> <p>(v) PSA</p> <p><b>For Women</b></p> <p>(vi) PAP SMEAR</p>
8.	X-Ray-Chest PA View Report
9.	ECG Report
10.	USG Abdomen Report
11.	TMT Report
12.	Mammography Report (Women)
13.	<p><b>Gynaecological Health Check Up</b></p> <p>(i) Pelvic Examination</p> <p style="padding-left: 40px;">(a) Local Examination (b) Per Vaginum (P/V) (c) Per Speculum</p> <p>(ii) Surgical Examination (iii) Breast Examination</p>
14.	<p>(i) Urological Examination (For Men Only) (ii) Rectal Examination (For Men Only)</p>
15.	<p><b>Systemic Examination</b></p> <p>(i) Resp System (ii) CVS (iii) Abdomen (iv) CNS (v) Locomotor System (vi) Dental Examination</p>
16.	<p><b>Eye Examination</b></p> <p>(i) Distant Vision (ii) Vision with Glasses (iii) Colour Vision (iv) Tonometry (v) Fundus Examination</p>
17.	<p><b>ENT</b></p> <p>(i) Oral Cavity (ii) Nose (iii) Throat (iv) Larynx</p>

**B. Medical Report of the Officer**

1.	Haemoglobin level of the officer	Normal/Low
2.	Blood Sugar Level	Satisfactory/Normal/High/Low
3.	Cholesterol level of the officer	Normal/High/Low
4.	Liver functioning	Satisfactory/normal/dysfunctioning
5.	Kidney Status	Normal/Both-one kidney not functional optimally
6.	Cardiac Status	Normal/enlarged/blocked/not normal

C: Summary of Medical Report (only copy of this part is to be attached to PAR)

1.	Overall Health of the Officer	
2.	Any other remarks based on the health medical check up of the officer	
3.	Health profile grading	

Date:

Signature of Medical Authority  
Designation