



Medical Examination Rules

The persons who seek employment in THDCIL are required to conform to the following medical norms/standards to be able to effectively discharge their duties.

- 1.0 Good mental and bodily health and a strong constitution.
- 2.0 Free from physical defect or abnormality, congenital or acquired, likely to interfere with the efficient performance of duties.
- 3.0 No evidence of mal-development, physical or mental.
- 4.0 Joints and locomotor functions are within normal limits.
- 5.0 No deformity from old fractures or depressions of skull bones.

6.0 HEIGHT AND WEIGHT

6.1 The table of standard weight for various groups is given below. The CMO/Company Medical Officer will be empowered to relax the standards of height and weight, so long as such relaxation does not impede the performance of the job. The minimum height required for Drivers is 162 cms.

HEIGHT-WEIGHT TABLE

A. Male

Height Cms.	Age		
	20-24 Years Kg.	25-29 Years Kg.	30-34 Years Kg.
152.5	48	49	50
155.0	49	50	51
157.5	50	51	52
160.0	51	52	53
162.5	52	53	54
165.0	53	54	56
167.5	54	56	58
170.0	56	58	60
172.5	58	60	62
175.0	60	62	64
177.0	62	64	66
180.0	64	66	68
183.0	66	68	70

*

*Add 2 Kg in weight for every additional 3 Cms. in height.

6.2 Height measurement will be taken in centimeters with the individual standing bare footed and weight thrown on both heels kept together. Tendency to stand on toes or raise heels will be strictly avoided. The candidate will stand erect with chin drawn in to bring the vertex of the head in level under the horizontal bar of the stand and heels, calves, buttocks and shoulders touching the vertical portion of the stand with body fully relaxed and spine straight but not strained.

BODY MASS INDEX:

In case of weight of an individual is found more than prescribed as per the height-weight table then Body Mass Index(BMI) will be taken as deciding parameter as per the norms given below:

Age upto 35 years-BMI should be maximum of 30Kg/m²

Age above 35 years BMI should be maximum of 32 Kg/ m²

6.3 Chest

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

6.4 Measurement

The candidate will stand with feet together and arms raised over the head. The tape will be taken round the chest horizontally with its upper edge touching interior angles of the shoulders blades. The arms will then be lowered to hang relaxed by the side of the body. The candidate will not be permitted to throw shoulders upwards or backwards so as to displace the tape. The candidate will be directed to take deep breath several times without causing contraction of chest muscles, or wing out the shoulders blades. The maximum and minimum expansion of the Chest will then be recorded in centimeters thus 70-75, 78-84 etc. Fraction of cm below 0.5 will be ignored and over 0.5 taken as one.

For Females, the general state of physical development will be taken into account and body weight recorded in each case.

7.0 EYE

Standards and procedures of examination in respect of visual acuity and colour perception are as follows :

The candidate's eyes will be tested and results of the test recorded in accordance with the following rules :

7.1 General

The candidate's eyes will be submitted to a general examination directed to the detection of any disease or abnormality. The candidate may be rejected if he suffers from morbid condition of eyes, eye-lids or contiguous structures of such a nature as would render him/her unfit for service at the time of appointment or at a future date.

7.2 Visual Acuity

The examination for determining the acuity of vision includes two tests, one for distant and the other for near vision. Each will be examined separately.



7.2.1 Standard of visual acuity for personnel of various categories, with or without glasses, will be as per in table here under :

	Age	Distant	Vision	Near	Vision
		Better Eye	Worse Eye	Better Eye	Worse Eye
For employees in E1 and above	Below 35 Yrs. of age	6/9 OR 6/6	6/9 6/12	Sn.0.6	Sn.0.6
	35 Yrs. of age and above	6/12 6/9	6/12 6/18	Sn.0.8	Sn.0.8
	Age	Distant	Vision	Near	Vision
		Better Eye	Worse Eye	Better Eye	Worse Eye
Others (except Security/Fire Services Personnel)	Below 35 Yrs. of Age	6/9 6/9 OR 6/18 OR 6/12	6/12 6/60 6/18 6/24	Sn.0.6	Sn.0.6
	35 Yrs. of age and above	6/12 OR 6/24 OR 6/18	6/60 6/24 6/36	Sn.0.8	Sn.0.8

7.2.2 Fundus Examination : In every case of Myopia or Hypermetropia, fundus examination should be carried out and the results recorded. The total amount of myopia (including the cylinder) or Hypermetropia(including the cylinder) shall not normally exceed **-6.00 D/ +6.00 D** respectively in each eye.

7.2.3 Fundus and media should be healthy and within normal limits.

7.2.4 No degenerative signs of vitreous or chorioetinitis to be present, suggesting progressive myopia.

7.2.5 Should have good binocular vision, fusion faculty and full field of vision in both eyes.

7.2.6 There should be no organic disease likely to cause exacerbations or deterioration.

7.2.7 In case a candidate is found unfit merely on grounds of myopia, the matter should be referred to another Ophthalmologist to assess whether this myopia is pathological or not. In case this is not pathological, the CMO/Company Medical Officer may declare the candidate fit if he fulfils the visual requirements as per 7.2.1 above.

7.2.8 *Colour Vision* : The testing of colour vision shall be essential for all candidates. Colour vision shall be tested with Ishihara's Isochromatic plates in good light.



7.2.9 *Field of Vision* : The field of vision shall be tested by the confrontation method. Where such test gives unsatisfactory or doubtful results, the field of vision should be determined on the visual field screener/perimeter.

7.3 Ocular conditions other than visual acuity.

COLOUR BLINDNESS

7.3.1 *Permissible* : This will not be disqualification for employment in Purchase, Sales, Accounts, Ministerial (clerical and store-keeping) canteen peons, sweepers, apprentices covered by Apprentices Act and any other category wherein defective colour vision is not likely to interfere with his work or create risk for other working with him.

7.3.2 *Not permissible* : Colour blindness is disqualification for the following category of personnel.

- (a) Industrial staff dealing with machines involving recognition of coloured signals.
- (b) Technicians engaged in Laboratory work and Chemists.
- (c) Crane Operation and Pointsmen.
- (d) Draughtsman.
- (e) Electrician.
- (f) Scientific Assistants.
- (g) Drivers of all Categories.
- (h) Technical Apprentices.
- (i) Security Personnel.
- (j) Doctors.

- (k) Engineering Executive Trainees
- (l) Engineering equipment erection and O&M
- (m) Other occupations where perception of colours is considered essential in view of nature of duties of the offered post or future posts likely to be occupied by the candidate either on appointment, on promotion, or on job rotation/transfer except in HR, Finance, Accounts, clerical, ministerial, attendants and any other category where defective colour vision is not likely to interfere with his work create risk for others.

7.3.3 Whenever an employee suffering from colour blindness is posted or transferred to a post wherein colour perception is required, his eyes will be re-examined for the same along with the examination for visual acuity.

7.3.4 *Night Blindness* : The medical officer will have the discretion to improvise such test e.g. recording of visual acuity with reduced illumination or by making the candidate recognise various object in a dark room after he/she has been, there for 20 to 30 minutes. Candidates' own statement should not always be relied upon, but these should be given due consideration.

7.3.5 Any organic disease or a progressive refractive error which is likely to result in lowering of the visual acuity shall be considered as a disqualification.

7.3.6 *Trachoma* : Trachoma, unless complicated shall not ordinarily be a cause for disqualification.

7.3.7 Squint : For technical services/skilled jobs, where the presence of binocular vision is essential, squint, even if the visual acuity is of the prescribed standards should 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.

7.3.8 *One eyed person* : For regular service one eyed individual shall be considered as unfit except for ministerial and allied jobs where binocular vision is not considered essential. It will be ensured that the prognosis or the functioning eye is good and its vision is not likely to be endangered by the condition of the worse eye and the prescribed visual acuity standards are fully satisfied.

7.3.9 Contact Lenses : Corrections with contact lenses is no bar for employment provided the prescribed standards are fulfilled.

8.0 EAR

A candidate should be free from any active disease of the ear. The candidate should be able to hear whispering voice separately in both the ears at a distance of 20 feet in a quite room. A candidate who fails in this test will be declared medically unfit.

Procedure for hearing Test : The examining Medical officer will test the hearing standards of a candidate in a quite room. The test will be carried out with the Medical officer and the candidate standing at a distance of 20 feet from each other. Both the ears will be examined separately. The ear not being tested will be marked by masking apparatus or by rubbing a piece of paper against pinnae by an Attendant. The candidate will face at right angles the examining Medical Officer with the ear under examination facing him. He will use whispering voice (whisper produced with the residual air i.e. to say after an ordinary expiration). The hearing will be considered normal if the candidate can reproduce the whisper. Those with perforated ear drum will not be accepted as cooks.

9.0 NOSE

A candidate should be free from any active disease of nose.

10.0 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, temporo-mandibular joints and dentition should be within normal limits.

11.0 BLOOD PRESSURE (BP)

The normal limits of blood pressure, without involvement of target organ, shall be assessed as follows:

<i>Age group</i>	<i>Systolic</i>	<i>Diastolic</i>
<i>Upto 35 years of age</i>	<i>Not exceeding 140</i>	<i>90mm or below</i>
<i>Beyond 35 years of age</i>	<i>Not exceeding 150</i>	<i>100mm or below</i>



11.1 **BLOOD SUGAR:**

The existing medical examination rules do not contain any provision regarding Blood Sugar, therefore it is proposed to add a dedicated clause regarding blood sugar as under:

- 1. All candidates with Type-1 diabetes will be declared unfit irrespective of age.*
- 2. Candidates up to 35 years of age detected to be having diabetes will be declared unfit.*
3. Individuals above 35 years of age detected to be having Type-II diabetes, without target organ involvement, shall be declared temporarily unfit for maximum period of 21 days during which their blood sugar has to be within normal limit otherwise they will be declared unfit.

All diabetics with any of target organ involvement or requiring insulin for control shall be made unfit irrespective of age.

The normal range of Blood Sugar shall be considered as under:

	Normal	Pre diabetes	Diabetes
Fasting Plasma	<100mg/dL or	100-125mg/dL	>126mg/dL
Serum Glucose	5.6 mmol/L	(5.6-6.9 mmol/L)	(7.0mmol/L)
2 hours after meal gm	<140 mg/dL	140-199mg/dL	>200mg/dL
Glucose Load		(7.8-11.0mmol/L)	(11.1 mmol/L)
HbA1C% (Glycosylated Haemoglobin)	<5.7	5.7-6.4	>6.5

11.2 ECG: All candidates shall undergo resting ECG. If resting ECG is abnormal then the individual shall be submitted for exercise tolerance test(TMT) and and if TMT is positive the individual will be declared unfit.

12.0 **GLANDS**

Thyroid should be normal with no evidence of hypo or 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 disease in the last five years.

13.0 **URINE**

Non-orthostalic albuminuria will be a cause for rejection. If sugar is detected during routine chemical tests, further laboratory test such as standard blood sugar tolerance test will be undertaken by a Medical Specialist before determining fitness. If a candidate is diagnosed to be suffering from diabetes, he shall be declared unfit.

13.1 Testicles: Individuals detected to be having undescended testicles on one or both sides shall be declared temporarily unfit for maximum period of 21 days. Fitness can only be granted if the candidate reports back with orchidectomy with negative biopsy report for malignancy, with 21 days of medical examination.

Candidates with Hydrocele, piles, varicocele and hernia shall be declared temporarily unfit for a maximum period of 21 days during which period candidate will have to undergo definitive treatment. Fitness will be granted subject to adequate recovery.

14.0 RADIOLOGICAL EXAMINATION

Skiagram of chest of all fresh entrants will be taken. Mass miniature radiography will be utilized in lieu, whenever available. Cases diagnosed as suffering from pulmonary tuberculosis will be declared unfit. Such candidates are considered to be unsuitable for employment in view of the industrial hazards.

15.0 VENERAL DISEASE

Candidates who have suffered or are suffering from venereal disease will be not be declared fit unless detailed examination of urethrol smear and serological test proves negative.

16.0 SKIN DISEASE

Candidates suffering from leprosy or chronic and inveterate skin conditions will be declared unfit. Vitiligo cases are acceptable.

17.0 FITS

Candidates suffering from epilepsy will be declared unfit. Those suffering from epileptic attacks are dangerous in certain occupations like Drivers, Crane Operators, Mechanic, Fire Brigade, Security duties and shop floor jobs where moving machinery may cause risk to life if they suffer from a fit in the vicinity. They will be declared unfit. *A declaration will be taken from the candidate on the medical examination form that he/she does not suffer from FITS/Epilepsy and if found shall be declared unfit even after appointment.*

18.0 MISCELLANEOUS

Signs of mental retardation, incontinence of urine or enuresis, at the time of pre-employment medical examination will declare a candidate unfit for employment.

19.0 PREGNANCY

If at the time of 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.

20.0 DEFECTS

Congenital or acquired physical defects, if any noticed will be recorded on the medical examination forms 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.

In case of presence of any disease not mentioned in the standards, the same is to be evaluated keeping in mind the objective of medical examination and the definition of medical fitness as defined under THDCIL Guidelines for Pre-employment Medical Examination

Authority : Corporate Personnel Circular No. 03/91 dated 03.05.1991.
Corporate Personnel Circular No.09/2018 dated 21.11.2018



ANNEXURE I

THDC INDIA LIMITED

Confidential

Unit

**Medical Examination Report
(for use & retention in Medical Deptt.)**

Passport Size
Photograph With
Signature of
Candidate, Duly
Attested by
Personnel Officer.

PART-I

Post for which selected : _____

Ref.No. _____

Name in Full : _____ Age _____
(IN BLOCK LETTERS)

Father's/Husband's Name _____ Date of Birth _____
Address _____ Place of Birth _____

**CANDIDATE'S STATEMENT & DECLARATION
(to be completed before Medical Examination)**

- a) Have you ever had small pox, intermittent or any other fever, enlargement or suppuration of glands, spitting of blood, asthma, heart disease, lung disease, fainting attacks, rheumatism, appendicitis, night blindness ?
- b) Any other disease or accident requiring confinement to bed and medical or surgical treatment ?
- c) Did you suffer from any illness, wound or injuries sustained in the past with compensation paid, if any ?
- d) When were you last vaccinated ?
- e) Have you or any of your near relations been afflicted with consumption, scrofula, gout, asthma, fits, epilepsy or insanity ?
- f) Have you suffered from any form of nervous breakdown or mental illness?
- g) Have you been examined and declared unfit for Government service by a Medical Officer/Medical Board within the last three years?



h) Furnish the following particulars concerning your family :

Father's Age if Living and state of health	Father's Age at death and cause of death	Mother's Age if living and state of health	Mother's Age of death and cause of death
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No. of Brothers Living, their ages & state of health	No. of Brothers dead, their ages at death and cause of death	No. of Sisters living , their ages and state of health	No. of Sisters dead, their ages at death and causes of death
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Note: The candidate will be held responsible for the accuracy of the above statement. By willfully suppressing any information, he will incur the risk of losing the appointment and if appointed, of forfeiting all claims of Provident Fund/ Gratuity and other benefits.

I declare all the above answers to be, to the best of my knowledge, true and correct.

I certify that I have not received a disability certificate/pension on account of any disease of other conditions.

Signed in my presence :

Signature of M.O./S.M.O./A.C.M.O./C.M.O.

Candidate's Signature

Date :

Date :



PART –II

(To be recorded by the Authorised Medical Officer)

A. Identification Marks 1. _____
2. _____

B. Appearance

C. Height, Weight, Chest
And abdominal girth

- | | | | |
|---------------------------------|-------------------------|------------------------------|-----|
| 1. Age | Years | 1. Height without shoes | Cms |
| 2. Physique | Well-built/thin-built | 2. Weight without shoes | Kgs |
| 3. Temperament | Sober/Nervous/Irritable | For Males only | |
| 4. Marks of Primary Vaccination | Present/Absent | 3. Chest in full expiration | Cms |
| 5. Deformities | | 4. Chest in full inspiration | Cms |
| 6. Operation Scars | | 5. Abdomen over nal-stripped | Cms |

D. Mouth, Nose, Ears

E. Eyes

1. Teeth
2. Gums
3. Tongue
4. Throat
5. Nose
6. Hearing
7. Tympanic Membrane
8. Ear discharge

1. Distant Vision RE
2. Distant Vision with Glasses RE
3. Near Vision RE
4. Strength of glasses used reads
5. Contact lenses
6. Whether suffering from squint or any other morbid condition of the eyes or eyelids.
7. Field of Vision
8. Colour Vision
9. Fundus examination (if indicated)
10. Any other defects

F. Glands Thyroid

Counter Signature of
M.O./Eye Specialist

G. Chest

H. Heart

1. Form Normal/Deformed
2. Lungs
3. Respiration
4. Cardio-Vascular System

1. Size
2. Position
3. Rate
4. Sounds

I. Blood Vessels

1. Pulse in upper and Lower Extremities
2. Blood Vessels Normal/Thickened/Varicose veins
3. Blood Pressure Systolic Diastolic mm/Hg



J. Alimentary System

1. Liver
2. Spleen
3. Abnormalities
(i.e., piles, fistula, peptic ulcer etc)

K. Genito urinary System

1. Urine

(a)	Specific Gravity
(b)	Albumen - Present/Absent
(c)	Sugar - Present/Absent
(d)	Microscopic - Present/Absent
2. Hernia - Present Absent
3. Evidence of V.D.
4. Scrotum

Normal/Hydrocel/Bubonocyl/ Other normal/undescended
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5. Testicles

L. Nervous System

1. Mental condition
2. Reflexes
3. Pupils

(a)	Normal/Abnormal
(b)	Light reflexes - Present/Absent
4. Gait
5. Specify any other evidence of disease, of nervous system except epilepsy viz., paralysis, wasting, tremors, irregular movements etc.

M. Reproductive System

- (for female candidates)
1. History of menstrual cycle

Regular/irregular

 2. Breasts
 3. Pregnancy with duration
 4. Local/P.V./P.S.
Examination (if required)

N. Investigations

1. Blood examination
 - a. Routine
 - b. Group
2. Stool
3. Sputum (if required)
4. Skiagram Chest
5. Other investigations



Certified that Shri/Smt./Kum..... a candidate selected for the post of whose signatures/thumb impression is appended below, is medically fit/unfit/temporarily unfit.

Remarks

Authorised Medical Officer

Signature/Thumb impression
Of the candidate

Signed before :

Authorised Medical Officer

Date :

COUNTERSIGNED
Chief Medical Officer