

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

No. 647-PAR(IAS)/C(R)-13/2007 Pt.

Dated, Howrah, the 17th April, 2025

MEMORANDUM

Subject: Annual Health Check-up of IAS Officers relating to AIS (PAR) Rules, 2007, for the year 2025 and subsequent years.

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 the year 2025 and subsequent years unless revised by the Department of Personnel & Training, Ministry of Personnel, Public Grievances & Pensions, Govt. of India, for Annual health check-up of A.I.S. Officers of this State, in the approved 9 (nine) Medical College & Hospitals, 15 (fifteen) District Hospitals and 07 (seven) Private Hospitals & Diagnostic Centres, as mentioned in para-1 of this Department's Memo No. 614-PAR(IAS)/CR-13/2007(Pt.) dated 27.03.2024, in conformity with the guidelines contained in the previous letter of DOP&T, Govt. of India vide F No. 11059/02/2023-AIS-III, dated 16.10.2023.

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

All other contents of the previous order vide Memo No. 614-PAR(IAS)/CR-13/2007(Pt.) dated 27.03.2024 will remain unchanged.

The enclosures as stated in para-1 above can be downloaded from the website www.wbpar.gov.in

Enclo.: As stated.

Sd/-

J. P. Meena

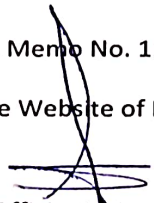
Secretary to the Government of West Bengal

No.647/1(8)-PAR(IAS)/C(R)-13/2007 Pt.

Dated, Howrah, the 17th April, 2025

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 17.03.2021.
08. IT Cell of the P&AR Department for uploading this letter and the enclosures in the Website of P&AR.


O.S.D. & Ex-Officio Senior Special Secretary
to the Govt. of West Bengal

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

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.	Nightingale 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.	Belle Vue Clinic 9, Dr. U.N. Brahmachari Road, Kolkata-700 017	P. Tondon Chief Executive Officer	2280 4624
6.	Eastern Diagnostics India Pvt. Ltd. 13C, Mirza Ghalib Street, Kolkata-700 016	Ritesh Agarwal Joint Managing Director	22178080
7	The Peerless Hospitex Hospital and Research Center	360, Panchasayar, Kolkata-700 094	

Annexure-I

"Form IV (See rule 3)"
All India Services (Performance Appraisal Report) Rules 2007
Revised Proforma for Health Checkup

Date:

Name:

Age:

Gender:

A. Examinations

I. General Examination:

- i. Pulse Rate
- ii. Blood Pressure
- iii. Temperature
- iv. Respiratory Rate
- v. Weight
- vi. Body Mass Index (BMI)

II. Systemic Examination:

- i. Respiratory System
- ii. Cardiovascular System (CVS)
- iii. Abdomen
- iv. Central Nervous System (CNS)
- v. Locomotor System
- vi. Dental Examination

III. Eye Examination:

- i. Visual Acuity (Near & Distant) and Refraction
- ii. Tonometry
- iii. Fundus Examination

IV. ENT Examination

V. Gynecological Examination (Women)

a. Pelvic examination

- i. Local examination
- ii. Per vaginum examination
- iii. Per speculum

- b. Breast examination

VI. Surgical Examination

B. Investigations

I. Hemogram

- i. Hemoglobin
- ii. Total leucocyte counts
- iii. Differential Leucocyte counts

- a. Polymorphs
- b. Lymphocytes
- c. Eosinophils
- d. Basophils
- e. Monocytes

iv. Peripheral Smear

II. Urine examination

- i. Routine
- ii. Microscopic examination

III. Blood Glucose

- i. Fasting
- ii. Post-prandial
- iii. HBA1C

IV. Lipid profile

- i. Total cholesterol
- ii. HDL cholesterol
- iii. LDL cholesterol
- iv. VLDL cholesterol
- v. Triglycerides

V. Liver Function Tests

- i. Serum bilirubin (Total)
- ii. Serum bilirubin (Direct)
- iii. ALT / SGPT

- iv. AST / SGOT
- v. GGT
- vi. Serum Alkaline phosphatase
- vii. Total Protein
- viii. Albumin and Globulin ratio

VI. Kidney Function Tests

- i. Blood Urea
- ii. Serum Creatinine
- iii. Serum Uric Acid
- iv. Serum Electrolytes (Sodium & Potassium)

VII. Serum TSH

VIII. Special Tests

- i. For Male: PSA
- ii. For Female: PAP Smear
- iii. X-ray chest PA view
- iv. ECG
- v. Ultrasound Whole Abdomen with Prostate & Post Voiding Residual Urine Volume (Male)
- vi. Ultrasound Whole Abdomen with Pelvis (Female)
- vii. Mammogram (Female)

C. Medical report of the Officer

- i. Haemoglobin: Normal/Low
- ii. Blood Sugar: Normal/High/Low
- iii. Lipid Profile: Normal/Abnormal
- iv. Liver Function Test: Normal/Abnormal
- v. Kidney Function Test: Normal/Abnormal

D. Summary of Medical Report (Only copy of this part is to be attached to PAR)

- i. Overall health of the Officer
- ii. Any other remarks based on the health medical checkup of the officer

Date:

Signature of Medical Authority
Designation