

Telephone-2223251,  
2225766, 2224812



Fax- 0612- 2221056  
Tele Gram: ACCOUNTS

महालेखाकार (लेखा एवं हक.) का कार्यालय, बिहार, पटना  
OFFICE OF THE ACCOUNTANT GENERAL (A&E), BIHAR, PATNA.

O.O No. WM-II/APAR/23-24/ 76  
Date: - 17 /10/2023

**Office Order**

Sub: - Annual Medical Examination Report for Sr. Divisional Accounts Officer.

In accordance with Headquarters' Office Circular No. 12/Staff (App V)/2023 read with letter No. 496/Staff(App V)/Clarification/86-2021 dated 06.09.2023 (copy enclosed), the competent authority has decided to extend the facility of Annual Medical examination for Group 'A' Officers of Central Civil Services/Posts of and above the age of 40 years to the Sr. Divisional Accounts Officers as per DoPT OM No. 21011/1/2009-Estt(A)-Part dated 01.02.2012 (copy enclosed).

In compliance to above circular, all Sr. Divisional Accounts Officers, who are aged 40 years and above are hereby directed to submit the summary of the Medical Report in Annexure — III (Proforma enclosed) in Section/Part I of APAR to this Office.

  
Dy. Accountant General (Works)

भारत के नियंत्रक एवं महालेखापरीक्षक का कार्यालय  
10, बहादुरशाह ज़फर मार्ग,  
नई दिल्ली-110 124



Circular No. <sup>12</sup> /Staff (App V)/2023  
No. -496 /Staff (App V)/clarifications/86-2021

OFFICE OF THE COMPTROLLER &  
AUDITOR GENERAL OF INDIA  
10, BAHADUR SHAH ZAFAR MARG,  
NEW DELHI - 110 124

149

दिनांक / DATE 06.09.2023

To,  
**All the Cadre Controlling Authorities  
for Sr. DAO cadre in the IA&AD**

Subsequent to change in classification of Sr. Divisional Accounts Officers in IA&AD from Group 'B' to Group 'A', the competent authority has decided to extend the facility of Annual Medical Examination for the Group 'A' officers of Central Civil Services/Posts of and above the age of 40 years to the Senior Divisional Accounts Officers as per DoPT OM No. 21011/1/2009-Estt (A)-Part dated 01.02.2012.

2. Compliance to all the provisions contained in the OM *ibid*, including the instructions contained in its para 4 regarding uploading the summary of the Medical Report in Annexure-III in Section-I of APAR by the officers of age 40 years and above may be ensured.
3.  You are requested to bring the fact to the notice of all Senior Divisional Accounts Officers of your office for compliance.

संलग्नक: यथोपरि

भवदीय,

मृणाल

(मृणाल चावला)

सहायक नियंत्रक महालेखापरीक्षक (अराज०)-II

ANNEXURE-III

- 7 -

SUMMARY OF MEDICAL REPORT (ONLY COPY OF THIS PART IS TO BE ATTACHED TO APAR)

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

Contd .....



155

**No. 21011/1/2009-Estt (A)- Part  
Government of India  
Ministry of Personnel, Public Grievances and Pensions  
(Department of Personnel and Training)**

North Block, New Delhi, 1<sup>st</sup> February, 2012

**OFFICE MEMORANDUM**

**Subject:- Introduction of Annual Medical Examination for the Group 'A' officers of Central Civil Services of age 40 years and above.**

.....

The undersigned is directed to say that a scheme of Annual Medical Check-up is already operating in respect of All India Service officers. This Department had taken up the issue of covering Group 'A' officers of Central Civil Services/posts for Annual Medical Check-up in consultation with the Ministry of Health and Family Welfare and the Ministry of Finance (Department of Expenditure). It has now been decided that **Group 'A' officers of Central Civil Services/Posts of and above the age of 40 years** will be covered by the Annual Medical Check- up scheme. The following package rates for the above purpose have been approved:-

- (i) Annual Medical Examination of Men officers- Rs. 2000/-  
(Rupees Two Thousand only)
- (ii) Annual Medical Examination of Women officers- Rs. 2200/-  
(Rupees Two Thousand and Two Hundred only)

2. The regime of medical tests for the above purpose will be as given in the ANNEXURE-I.

3. The Ministry of Health and Family Welfare has informed that the above rates were offered to CGHS empanelled private hospitals in Delhi and NCR and the 26 hospitals given in ANNEXURE-II have accepted the offer and agreed to conduct the Annual Medical Examination of the Group 'A' Officers of Central Civil Services of 40

Contd..

years and above. The Ministry of Health and Family Welfare is in the process of empanelling hospitals in other CGHS cities on the same terms and conditions. In non-CGHS cities the offer is being made to the hospitals recognized under CS(MA) Rules, 1944. Ministry of Health and Family Welfare has indicated that it will require atleast three months time for empanelling the hospitals for other places outside Delhi/NCR where CGHS/CS(MA) recognized hospitals are available. This will be communicated later. There are places where there are no empanelled hospitals. In such places, the administrative Departments/offices may engage quality local hospitals on the same terms and conditions to get the Annual Medical Examination of their officers conducted subject to ceiling of Rs.2000 and Rs.2200/- for men and women officers respectively or actual whichever is less.

4. All Ministries/Departments are accordingly requested to cater the estimated expenditure in their budget for reimbursement of the amount to the concerned officer and implement the scheme during the financial year 2012-13 for the officers located in Delhi and NCR. Instructions with respect to officers located outside Delhi/NCR where CGHS/CS (MA) recognized hospitals are available would follow. The concerned officer may be handed over the copy of complete Medical Report and the summary of the Medical Report in the enclosed proforma (**Annexure-III**) separately prepared by the Medical Authority is to be attached to the APAR of the concerned officer.

  
(C.A. Subramanian)

Joint Secretary to the Government of India

To

**All Ministries/Departments of Government of India**

Copy to:-

President's Secretariat/Vice-President's Secretariat/Prime Minister's Office/Cabinet Secretariat/Election Commission/Lokk-Sabha Secretariat/Rajya Sabha Secretariat/ C&AG/UPSC/CIC/SSC.

2. Technical Director, NIC, Department of Personnel and Training for uploading the circular under the heading-'what is new' this Department's web-site immediately.

**ANNEXURE-I**

- 3 -

**INVESTIGATION REPORTS**

Tests for Group 'A' Officers

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

Contd...



- 4 -

7.	<p><b><u>Cardiac Profile</u></b></p> <p>(i) S.LDH (ii) CK-MB (iii) S.CRP (iv) SGOT</p> <p><b><u>For Men</u></b></p> <p>(v) PSA</p> <p><b><u>For Women</u></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)

**Gynecological Health Check UP**

1	<p>Pelvic Examination</p> <p>(i) Local Examination (ii) Per Vaginum (P/V) (iii) Per Speculum</p>
	Surgical Examination
	Breast Examination
	Urological Examination (For Men only)
	Rectal Examination (For Men only)

**Systemic Examination**

1.	Resp System
2.	CVS
3.	Abdomen
4.	CNS
5.	Locomotor System
6.	Dental Examination

Contd....

153

- 5-

**Eye Examination**

1.	Distant Vision
2.	Vision with Glasses
3.	Colour Vision
4.	Tonometry
5.	Fundus Examination

**ENT**

1.	Oral Cavity
2.	Nose
3.	Throat
4.	Larynx

\*\*\*\*\*

Contd.....



**ANNEXURE-II**

- 6 -

**LIST OF HOSPITALS WHO HAVE ACCEPTED THE RATES FOR ANNUAL HEALTH CHECK UP.**

1. Fortis Flt. Lt. Rajan Dhall Hospital, Vasant Kunj, New Delhi.
2. Fortis International Hospital, Noida.
3. Escorts Heart Institute & Research Centre, Okhla.
4. Sarvodaya Hospitals, YMCA Road, Faridabad.
5. Kailash Hospital, Noida.
6. Metro Hospital, Preet Vihar, New Delhi.
7. RLKC Hospital, Naraina Road, New Delhi.
8. MGS Hospital, West Punjabi Bagh, New Delhi.
9. Kukreja Hospital, Kirti Nagar, New Delhi.
10. Paras Hospital, Gurgaon.
11. BL Kapoor Hospital, Pusa Road, New Delhi.
12. Kalra Hospital, kirti Nagar, New Delhi.
13. Max Hospital, Saket, New Delhi.
14. Max Hospital, Patparaganj, New Delhi.
15. Narender Mohan Hospital, Ghaziabad.
16. Apollo Hospital, Noida.
17. Max Hospital, Gurgaon.
18. Sunder Lal Jain Hospital, Ashok Vihar, New Delhi.
19. Bansal Hospital, New Friends Colony, New Delhi.
20. Yashoda Hospital, Ghaziabad.
21. St. Stephans Hospital, Tis Hazari, Delhi.
22. Sumitra Hospital, Noida.
23. Metro Hospital, Noida.
24. Dr. P. Bhasin Path Labs (P) Ltd, New Delhi.
25. Surbhi Hospital, Noida.
26. Prakash Hospital, Noida.

\*\*\*\*\*

Contd....

152

**ANNEXURE-III**

- 7 -

**SUMMARY OF MEDICAL REPORT (ONLY COPY OF THIS PART IS TO BE ATTACHED TO APAR)**

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

Contd.....

# PROFORMA FOR HEALTH CHECK UP FOR G.A OFFICERS

Name :

Age : Sex : M/F

Marital Status: Married  Unmarried

Residential Address:

Tele-contact:

E-mail ID:

Office Address:

Blood Group:

### History of Known Illness

Raised BP- Yes  No  If, yes- on Regular treatment- Yes  No

DM - Yes  No  If, yes- on Regular treatment- Yes  No

IHD- Yes  No  If, yes- on Regular treatment- Yes  No

Stroke- Yes  No  If, yes- on Regular treatment- Yes  No

Kidney Disease:

Chronic Renal Failure- Yes  No  If, yes- on Regular Dialysis- Yes  No

Any history of Surgery/ prolonged hospitalization (more than 2 weeks)

Yes / NO if yes, reasons thereof

Any history of loss of appetite- Yes  No

Any history of loss of Weight- Yes  No

*Comd.*

150

Any history of altered bowel habit Yes  No

Any history of Chewing Tobacco Yes  No

Family History of: DM  HT  Obesity

Premature CAD Yes/ No

Malignancy Yes/ No

Stroke Yes/ No

T.B. Yes/ No

Glaucoma & Premature Cataract Yes/No

Smoker Yes No If yes Number per day

Ex-Smoker Years of Smoking  Years of quitting smoking

Vegetarian Yes No Non vegetarian Yes No

Pan Masala Yes No

Alcohol Yes No If regular quantity in ml per day

Regular Exercise Yes No  
Nature of \*Exercise

Walking

Jogging

Cycling

Swimming