

**BY SPEED POST**

No.17011/3/2003-IPS.II  
Government of India/Bharat Sarkar  
Ministry of Home Affairs/Grih Mantralaya

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North Block, New Delhi-1  
Dated, the 21<sup>st</sup> November 2008.

To

The Chief Secretaries and DGPs of all State Governments  
(As per standard list)

Sub: All India Service (Performance Appraisal Report) Rules, 2007 – forms for  
annual health check up - Reg.

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Sir,

I am directed to refer to this Ministry's letter of even number dated 6.5.2008 whereby the All India Service Rules(Performance Appraisal Report) Second Amendment Rules, 2008 for IPS Officers notified by Department of Personnel and Training was intimated. Regular annual medical check-up is mandatory for all IPS Officers, as prescribed in the aforesaid rules. The proforma for health check-up of IPS officers as finalized in consultation with Ministry of Health & Family Welfare is enclosed. **(Annexure)**. The medical format is also available on the official website of Ministry of Home Affairs at <http://mha.nic.in> for information and guidance.

2. It is requested that the above may be brought to the notice of each IPS officer serving under the respective State Governments/Union Territory. Necessary action may be taken for authorizing Government/ Private Hospitals for undergoing annual health check-up by the IPS officers and the charges for the same will be born by the respective State Governments/ Union Territory.

3. The annual medical examination by IPS officers will be undertaken during the second half of the reporting period i.e. from **1<sup>st</sup> October to 31<sup>st</sup> March**.

Yours faithfully,

sd/-

(K. Natarajan)

Under Secretary to the Govt. of India

Encl: As above.

**Form IV  
[ See rule 3]**

**The All India Service (Performance Appraisal Report) Rules, 2007**

**PROFORMA FOR HEALTH CHECKUP FOR IPS OFFICERS**

**Date:-**

**Name**

**Age**

**Sex: M/F**

**Height**

**Weight**

**Chest Expansion**

**Brief clinical history, if any:**

**I: Examination**

- A. General Physical Examination
- B. Systemic Examination
- C. Hearing
- D. Vision

**II. Investigations**

**Haemogram**

Hb%

TLC

DLC

Peripheral Smear

**Blood Sugar**

F

P.P

**Lipid Profile**

Total Cholesterol

HDL Cholesterol

LDL Cholesterol

VLDL Cholesterol

Triglyceride

**Liver Function Test**

Total Bilirubin

Direct Bilirubin

Indirect Bilirubin

SGOT

SGPT

ALK Phosphatase

S Protein

    Alibumin

    Globulin

**Kidney Function Test**

Urea

Creatinine

Uric Acid

Electrolytes

Na+

K

Calcium

Inorganic Phosphates

**Cardiac Profile**

CPK

CK-MB

LDH

SGOT

**Urine**

Routine

Microscopic

Sugar

Albumin

**E.C.G.**

**X-ray Chest**

**Ultra Sound Abdomen**

**Hearing**

**Vision**

**Physical Efficiency Test**

**Any other Investigation**

**Advise**

**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/blockd/not normal
7.	BMI (Body Mass Index)	Underweight/Normal/Overweight/Obese
8.	Endurance Test	Excellent/Normal/Low

**C: Summary of Medical Report (copy to be attached to PAR)**

<b>1.</b>	<b>Physical Fitness</b>	<b>Excellent/Fit/Unfit</b>
<b>2.</b>	<b>Overall Health of the officer</b>	<b>Excellent/Very Good/Good/Average</b>
<b>3.</b>	<b>Any other remarks based on the health medical check up of the officer</b>	
<b>4.</b>	<b>Whether Fit for Field Duty</b>	<b>Yes/No</b>

**Date**

**Signature of Medical Authority  
Designation**

**No.17011/3/2003-IPS.II**  
**Government of India/Bharat Sarkar**  
**Ministry of Home Affairs/Grih Mantralaya**

3. \* \*

**North Block, New Delhi-1**  
**Dated, the 12<sup>th</sup> January 2009.**

**To**

**The Chief Secretaries and DGPs of all State Governments**  
**(As per standard list)**

**Sub:All India Service (Performance Appraisal Report) Rules, 2007 –**  
**Annual medical check up for IPS officers – Clarification - Reg.**

**Sir,**

I am directed to refer to this Ministry's letter of even number dated 24.11.2008 on the subject cited above, whereby the State Governments were requested to take necessary action for authorizing Government/ Private Hospitals for undergoing the annual medical examination by IPS officers serving in their cadre.

2. It is informed that IPS officers on Central deputation to CPOs/CPMFs and other Central Government Departments/ Organisations posted outside New Delhi at various States/Uts shall undergo the medical examination at the Government/Private Hospitals uthorized by the respective State Government/UT for IPS officers serving in their cadre. The charges for the medical examination will be borne by the respective Organisation where the officer is working and at the same rates prescribed by the State Government/UT for IPS officers serving in their Cadre.

3. A copy of the format for medical examination is available on the website of Ministry of Home Affairs at <http://mha.nic.in> for information.

**Yours faithfully,**

**Sd/-**  
**(K. Natarajan)**  
**Under Secretary to the Govt. of India**  
**Tele No. 23093551**

**Copy to: UT(Services) Section, Ministry of Home Affairs – for**  
**information and necessary action.**