



HINDUSTAN PETROLEUM CORPORATION LIMITED
Pre-Employment Medical Examination Standards

Components of the Pre-Employment Medical Examination

A. Physical Examination Tests:

- i. Height (In cm)
- ii. Weight (In kg)
- iii. Body Mass Index (BMI): calculated from height and weight [BMI=weight (in kg) / square of Height (in meters)]
- iv. Anthropometry: Chest Circumference (Inspiration & Expiration), Waist Circumference, Hip Circumference etc.
- v. General Examination: Pulse, Blood Pressure (BP)
- vi. Systemic Examination: RS, CVS, GIT, CNS
- vii. Other Examination: Head, Neck, Ear, Nose, Mouth & Throat, Skin, Lymph nodes, Hernial sites, Gait, Anus etc.

B. Pathology Tests:

- i. CBC
- ii. ESR
- iii. Urine-R
- iv. Blood Group & Rh factor
- v. FBS, PPBS
- vi. Lipid Profile
- vii. RFT
- viii. LFT
- ix. HBs Ag

C. Other Tests:

- i. X-Ray Chest PA view
- ii. Electrocardiogram (ECG)
- iii. Pure Tone Audiometry
- iv. Pulmonary Function test (Spirometry)
- v. Vision testing: For visual acuity-Far & Near, Colour Vision

These tests are administered to evaluate overall health and detect any disorder, disease or infection. Any significant abnormal finding in the opinion of doctor which is likely to interfere in effective discharge of job activities will be criteria for disqualification.

The list of above mentioned tests is indicative. Based on medical examination, some test may or may not be carried out and in certain cases, some additional tests may be prescribed.

The candidates who require further clinical evaluation/additional tests will be referred to concerned specialist.

**GENERAL EXAMINATION FITNESS CRITERIA (FIT / UnFIT / Temporary UnFIT):**

- Any Lymphadenopathy will be thoroughly investigated to rule out any chronic Granulomatous disease like Tuberculosis, Sarcoidosis and Blood Dyscrasias.
- The limits of Blood Pressure will be assessed as: Normotension < 140 mm of Hg Systolic BP and < 90 mm of Hg Diastolic BP. Candidate diagnosed as Hypertensive will be further investigated.
- Dextrocardia without any symptoms per se will not be a disqualification for employment, however presence of other congenital anomalies will be looked for, and decision for fitness will be made accordingly.
- If at the time of medical examination a candidate is pregnant, she will be declared Temporarily Unfit until she has completed 3 months after confinement or six weeks after miscarriage as the case may be in the interest of safeguarding general health of such candidates. Such candidates will be required to undergo a fresh PEME at the end of that period.
- Urine: If albumin, sugar or any other abnormality is detected, further laboratory test will be conducted to determine the fitness.
- Radiological Examination: X-ray chest (PA View) is must for all candidates except pregnant female candidates. Any other Radiological investigations will be conducted, if and when necessary. Reports of all Radiological investigations must be within normal limits.
- Other investigations: Biochemical tests, ECG and other special investigations will be done as per routine and any deviations from the normal limits will be properly investigated for reasons leading to such abnormalities before declaring the fitness of the candidate.
- Lung function test (Spirometry) should be Normal. Any deviation in the PFT such as restrictive / obstructive PFT will be further evaluated for systemic involvement

Following will be considered as disqualification for all appointments except wherever specified

- i. Height: For Males -- Height lesser than 150 cm. For Females -- Height lesser than 145 cm (Other than Fire and Safety positions)
- ii. Weight: lesser than 40 Kg for both Male & Female (Other than Fire and Safety positions)
- iii. BMI beyond 28 with systemic involvement for candidates up to 35 years of age. BMI beyond 30 with systemic involvement for candidates above 35 years of age.
- iv. Chronic diseases of Mouth, Nose and Throat including Tonsils, Palate, Jaws, Temporomandibular Joints, Oral Cavity, Teeth and Gums.
- v. Hypertension (i.e. BP > 140/90) with systemic end organ involvement
- vi. Ischaemic Heart Disease.
- vii. Organic/ Valvular/ Congenital Heart Disease with definite clinical signs & symptoms.
- viii. Respiratory illnesses such as Bronchial Asthma, Chronic Obstructive Pulmonary Disease, H/O Lobectomy / Pneumonectomy.
- ix. Cirrhosis or Chronic Liver Disease.
- x. Seizure disorders, Parkinsonism, Ataxia, Psychosis or any other Major Neurological Disorder.
- xi. Chronic Renal failure
- xii. Undescended Testes
- xiii. Deformity of Spine or any limb, congenital or acquired
- xiv. Uncontrolled Diabetes/Diabetes with complications e.g. Nephropathy, Retinopathy, Neuropathy etc.
- xv. Thyrotoxicosis and Pituitary disorders.
- xvi. Chronic Tuberculosis, Chronic debility, Lymphadenopathy, Epilepsy, Atypical infections.
- xvii. Dermatological lesions like Oil Acne, Acne Conglobata: variant of Acne-vulgaris- for Technical areas, Pemphigus etc.
- xviii. Malignancy: Any carcinoma, Multiple myeloma and Blood disorders.



- xix. Any Collagen disease like SLE, Polyarteritis nodosa and Wegener's Granulomatosis.
xx. Any organ damage involving Heart, Lung, Liver, Kidney, Brain.

xxi. EAR:

A candidate should be free from any progressive disease of the ear. The candidate should be able to hear whispering voice separately in both the ears at a distance of 2 feet in a quiet room. Audiometric screening to measure the pure tone air conduction and bone conduction hearing threshold will be done for each candidate so that a baseline data remains for further reference. Any abnormality noticed which is likely to interfere in effective job responsibility will be disqualification. Following conditions will be considered as disqualification:

- Decreased hearing of sensorineural or conductive type 40 dB or more at 4000 Hz upto 35 years of age.
- Decreased hearing of sensorineural or conductive type 50 dB or more at 4000 Hz beyond 35 years of age.
- AB gap more than 40 dB for all age groups in both ears.
- Bilateral Nerve Deafness above 50 dB will be a disqualification.

xxii. EYE:

- The candidate's eyes will be subjected to a general examination directed to detect any disease or abnormality. The candidate will be declared medically unfit if he/she suffers from morbid condition of eyes, eyelids 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.
- If any candidate is suspected to have any refractive error in either or both eyes, organic or progressive disease of any part of the eyes, a thorough ophthalmic check-up and report from the specialist in ophthalmology is essential to assess his/her suitability.
- Visual Acuity for Both eyes: Standard for visual acuity (with or without glasses/contact lens /IOL/ Implantable contact lens) with consideration to age is as follows:-

Age	Far Vision		Near Vision	
	Better Eye	Worse Eye	Better Eye	Worse Eye
Below 35 years	6/9	6/9	Sn /0.6 (N6)	Sn /0.6 (N6)
	OR			
	6/6	6/12		
Above 35 years	6/12	6/12	Sn /0.6 (N6)	Sn /0.6 (N6)
	OR			
	6/9	6/18		

Candidates having visual acuity beyond this range will be declared medically unfit.

- Colour vision will be tested with ISHIHARA PLATES in good normal light for all candidates.

With respect to Colour Vision, Squint and Person with vision loss in one of the eye medical qualifying criteria for different job profile is as follows:

Job Profile	Qualifying Criteria
I. Technical and Field Jobs: Engineers all streams other than those in Information systems, Fire and Safety, Safety Officers, Quality Control, Blending, Medical Officer, Sports, Marketing/Sales officers, R&D	Colour blindness, Squint and Person with vision loss in one of the eye will be a disqualification



professionals, Non-management – all Operations, technical and field jobs.	
II. Other Jobs: Legal, HR Legal, HR and Welfare ,Finance, Information systems, Public relations and Corporate Communications, Official language, Secretarial Services, Company Secretary, Non-management in administrative/accounts, secretarial assistance, official language and allied areas not involving any technical, operational or field job profile	Colour blindness, Squint and Person with vision loss in one of the eye will not be disqualification if visual acuity is of prescribed standards.
e. SQUINT: For technical and field job profile as mentioned in the table given above, presence of squint, even if the visual acuity is of prescribed standards, will be considered as a disqualification. For other job profiles(as mentioned in above table), the presence of squint will not be considered as a disqualification if the visual acuity of each eye is of prescribed standard. f. PERSON WITH VISION LOSS IN ONE OF THE EYE: For technical and field jobs (As mentioned in above table), one eyed individual will be considered as unfit except for jobs where binocular vision is not considered essential. g. FUNDUS: Following fundus/refractive findings amount to disqualification. (i) Any progressive pathological condition (ii) Vitreous or Chorioretinitis (iii) Any Retinal disease in Diabetes, Hypertension, Atherosclerosis (iv) Corrected Myopia* (including the cylinder) exceeding (-) 6D and Hypermetropia (+) 4D in each eye upto 35 years of age. (v) Corrected myopia* (including the cylinder) exceeding (-) 6D and Hypermetropia (+) 6D in each eye beyond 35 years of age * Corrected myopia = spherical dioptre + half the cylindrical dioptre of the same eye h. NIGHT BLINDNESS: Night blindness shall be considered as disqualification. i. GLAUCOMA : Glaucoma shall be considered as temporary unfit. Depending upon the etiology for raised Intra-ocular pressure (whether recurrent or not) and on opinion by an Ophthalmologist, candidate will be declared either medically FIT / UnFIT.	
Candidates will be declared Temporarily UnFIT for following conditions: • Hernia • Hydrocele • Haemorrhoids • Phimosis • Gall Stones • Renal Stones • Dyslipidemia without systemic involvement • Perforation of Tympanic Membrane and CSOM • Any other condition, which the doctor feels, is curable within 8 weeks.	

In case a candidate is found to be temporarily unfit by reason of short term sickness which is curable within a period of not more than eight weeks, the candidate will be informed by HR department for re-



examination on advice from doctor. The examining doctor, on satisfying himself during re-examination that the short-term disease is cured, will declare the candidate to be medically Fit or otherwise.

Relaxation for positions earmarked for Persons with Benchmark Disabilities

The medical examination of Persons with Benchmark Disabilities are guided by various government guidelines. Persons with Benchmark Disabilities may be selected against the identified posts where such persons can perform their duties with reasonable efficiency and without undue physical strain and hazard. Any change in the nature of the job of this category shall require re medical examination for ascertaining suitability of the candidate for the job.

Where a disabled person is selected, he/she may be declared disabled but "Fit" if except for the disability, he/she otherwise satisfies all other physical standards as prescribed and considering the nature of the job, location, hazard, strain and other factors, the disability is not likely to interfere with the performance of the duties of the post with reasonable efficiency and without possible deterioration of his/her health.

SPECIFIC TESTS AS PER JOB ROLE

1. Mandatory Physical Fitness criteria : Fire and Safety Position

For Male- Height: 165 CM, Weight: 50 Kg, Chest: Normal: 81 CM, Expanded: 86.5 CM,

For Female - Height: 157 CM, Weight: 46 Kg

Eyesight normal (6/6 in both the eyes; without glasses), colour vision normal and Free from -- Vertigo problem, disease of heart/lungs/kidney, abnormal blood pressure, Knock Knee, Flat Feet, Squint eye and stammering. Candidate must be in good mental and bodily health and free from any physical defect.

2. Physical Fitness Efficiency Test:

This test will be applicable to following positions:

1. Refinery Positions: Refinery Technicians, Fire and Safety Operators, Fire and Safety officers.
2. Marketing Positions: General Service Assistants, Jr. Plant Operator, Maintenance Technician, Electrical Technician, Technical Assistant, Jr. Assistant, Instrumentation Technician, Sr. Technical Operator, Chargeman, Weigh Bridge Operator, Forklift Operator, Grease Maker, Boiler Attendant, Electrician-cum-Generator Operator, Safety officers.

The above positions are indicative in nature and management reserves the right to include / exclude any position deemed fit.

These posts require working in open areas, climbing tall structures, columns and tanks by stairs and monkey ladders, quick response to unit emergencies or process upsets, movement over large operating areas, working in heights, working in hazardous areas with protective equipment, working in all three shifts and in all weathers. All applicants will be advised to ensure their suitability for the job before applying.

In addition to the Clinical examination, candidates will be subjected to the Physical fitness test. This testing will be to test the physical capability of an individual on fitness parameters-Agility, Stamina, Endurance and working at height. In case of fire and emergency response in case of disaster scenario these proficiencies can be lifesaving.