

KORAPUT DIVISION
(A Government of India Enterprise)
SUNABEDA, DIST.: KORAPUT, ODISHA, PIN-763002, INDIA

(ADVERTISEMENT NO.: KPT/TBE/2024-01)

**ENGAGEMENT OF PERSONNEL IN NON-EXECUTIVE CADRE AT HAL, KORAPUT DIVISION
ON TENURE BASIS (04 YEARS)**

Hindustan Aeronautics Ltd (HAL) is a premier Aeronautical complex in Asia and the only one of its kind in India. The Company is into design, production, repair, overhaul and upgrade of Aircraft, Helicopters, Aero-engines, Accessories, Avionics and Systems. HAL has its presence across seven states and nine geographical locations in India.

The Koraput Division, a unit of HAL's vast network, has the unique distinction of being one amongst the few Aero Engine manufacturers for MiG & Sukhoi series aircrafts in the world.

Online Applications are invited from eligible candidates for the following posts for Hindustan Aeronautics Limited, Koraput Division:-

1. DETAILS OF POSTS / RESERVATIONS / ESSENTIAL QUALIFICATION

| I. OPERATOR / TECHNICIAN | | | | | | | | | | | | |
|---------------------------------|-------------------------|------------------|---|-------------------------------|----------|----------|-----------|----------|----------|----------|----------|-----------|
| Post Code | Name of the Post | Chan nel / Scale | Essential Qualification | Reservation Break-up of Posts | | | | | | | | |
| | | | | UR | OBC-NCL | SC | ST | EWS | PwBD* | | | Total |
| | | | | VI | | | LD | | HI | | | |
| TP-01 | Operator (Welding) | C/5 | NTC (ITI in Welder – Gas & Electric Trade) + NAC (National Apprenticeship Certificate) in Welding (G&E) Trade. Or Direct NAC (National Apprenticeship Certificate) in Welding (G&E) Trade without ITI. | 10 | 5 | 4 | 5 | 2 | - | - | 1 | 27 |
| TP-02 | Operator (Fitting) | C/5 | NTC (ITI in Fitter Trade) + NAC (National Apprenticeship Certificate) in Fitter Trade. Or Direct NAC (National Apprenticeship Certificate) in Fitter Trade without ITI. | 4 | 2 | 1 | 2 | 1 | - | - | - | 10 |
| TP-03 | Technician (Mechanical) | D/6 | Diploma in Mechanical Engineering | 6 | 1 | 1 | 2 | 1 | - | - | - | 11 |
| TP-04 | Technician (Electrical) | D/6 | Diploma in Electrical Engineering | 4 | 1 | 1 | 1 | - | - | - | - | 07 |
| TOTAL | | | | 24 | 9 | 7 | 10 | 4 | - | - | 1 | 55 |

| II EX-SERVICEMEN (TECHNICIAN / SECURITY GUARD) | | | | |
|---|------------------------------------|------------------------|---|---------------------|
| Post Code | Name of the Post | Channel / Scale | Essential Qualification | No. of Posts |
| XM-01 | ESM Technician (Engine Fitter) | D/6 | Service trade / certificates / qualification in the Indian Air Force in Engine Fitter trade, equivalent to Diploma in Mechanical Engineering | 25 |
| XM-02 | ESM Technician (Electrical Fitter) | D/6 | Service trade / certificates / qualification in the Indian Air Force in Electrical Fitter trade, equivalent to Diploma in Electrical Engineering | 06 |
| SG-01 | Security Guard | B/4 | Ex-servicemen possessing PUC / Intermediate / CHSE Or Ex-Servicemen (combatant) with 3 years of experience (considered equivalent to PUC / intermediate / CHSE) | 01 |
| TOTAL | | | | 32 |

* PwBD posts are horizontal reservations.

The above number of vacancies is tentative and may vary on review. In that eventuality the number of vacancies reserved for various categories may also undergo revision. Reservation of the posts will be followed as per Government Guidelines.

ABBREVIATIONS USED ABOVE:

UR=Unreserved; OBC-NCL =Other Backward Class – Non Creamy Layer; SC= Scheduled Caste; ST=Scheduled Tribe; EWS=Economically Weaker Section; PwBD=Persons with Benchmark Disabilities, VI=Visual Impairment, HI=Hearing Impairment, LD= Locomotor Disability

PWBD SUITABILITY & PHYSICAL (FUNCTIONAL) REQUIREMENTS:

| Post Code | Name of the Post | PwBD Suitability | | | Physical (Functional) Requirements |
|------------------|------------------------------------|--------------------------|---------------------------|-----------------------------|---|
| | | Visual Impairment | Hearing Impairment | Locomotor Disability | |
| TP-01 | Welder | - | HoH | - | S, ST, W, BN, MF, SE |
| TP-02 | Fitter | - | - | OL, SDD/SID, SD/SI | ST, BN, L, MF |
| TP-03 | Technician (Mechanical) | - | HoH | OL, SDD/SID, SD/SI | S, ST, W, BN, MF, RW, SE |
| TP-04 | Technician (Electrical) | - | HoH | OL, SDD/SID, SD/SI | S, ST, W, BN, MF, RW, SE |
| XM-01 | ESM Technician (Engine Fitter) | - | HoH | OL, SDD/SID, SD/SI | S, ST, W, BN, MF, RW, SE |
| XM-02 | ESM Technician (Electrical Fitter) | - | HoH | OL, SDD/SID, SD/SI | S, ST, W, BN, MF, RW, SE |
| SG-01 | Security Guard | - | - | - | - |

ABBREVIATIONS USED ABOVE:

HoH= Hard of Hearing, OL= One Leg, SDD/SID=Spinal Deformity/Spinal Injury with associated neurological / limb dysfunction of respective locomotor disability, SD/SI= Spinal Deformity/Spinal Injury without any associated neurological / limb dysfunction.

S=Sitting, ST=Standing, W=Walking, BN=Bending, MF=Manipulation by Fingers, RW=Reading & Writing, SE=Seeing, L=Lifting

Persons with Benchmark Disabilities (PwBD) suffering from – (i) blindness or low vision; (ii) hearing impairment; (iii) locomotor disability or cerebral palsy, as the case may be, suffering from not less than 40% of the relevant disability shall alone be eligible for the benefit of reservation. The details of posts identified suitable for Persons with Disabilities (PwBD) along with Physical Requirement and Instructions are mentioned above.

QUALIFICATION -

- i) Candidates applying for the above mentioned posts should possess the qualification as mentioned against each post.
- ii) All the qualifications i.e. ITI(NTC), NAC, Diploma in Engineering, etc after 10th standard or 10+02, here would mean Regular / Full Time, acquired from recognized Universities/ Institutions / State Boards of Technical Education. In other words, the qualifications of ITI (NTC), NAC, Diploma in Engineering acquired through Correspondence / Distance Education / Part Time / E-Learning cannot be equated with a Regular / Full Time course. All qualifications should have been acquired from the Indian universities/Institutes recognized by the appropriate statutory authorities.
- iii) Candidates with Part Time / Correspondence / Distance Education / E-learning qualification will not be eligible to apply.
- iv) Candidates possessing higher qualifications than the required qualification indicated in the Notification need not apply. Candidature of such personnel who possess higher qualification than the required qualification indicated in the Notification and who apply for the post, will be rejected at any stage of the Recruitment or Selection.
- v) Candidate pursuing / enrolled for any other qualifications should mandatorily indicate the same in the application format. All the qualifications possessed by the candidates and qualifications / courses being pursued by them at the time of submitting the application for employment, are to be clearly indicated in the application. In other words, all the qualifications already possessed and qualifications / courses, which are being pursued / currently undergoing are to be indicated in the application while submitting the same for notified posts in HAL.
- vi) UR / OBC / EWS candidates should have secured a minimum of **60%** marks and SC/ST/PwBD candidates should have secured a minimum of **50%** marks in the aggregate of all the semesters / years in their essential qualification examination. No minimum percentage of marks required for the posts ESM Technician (Engine Fitter), ESM Technician (Electrical Fitter) and Security Guard.
- vii) Qualifying examinations for the notified posts for this purpose is as below:

| | |
|----------------|---|
| Welder/ Fitter | ITI & NAC in respective Trades |
| | NAC in respective Trade (In case of Direct NAC without ITI) |
| Technician | Diploma Engineering in respective Branch |

- viii) Tenure of Engagement: The engagement will be for a period of 04 (Four) years.

2. AGE LIMIT / RELAXATIONS / CONCESSIONS

- a) Upper Age limit: not above 28 years as on **01-01-2024** for Unreserved Category (UR) candidates.
- b) Upper Age limit is relaxable by 5 years in respect of SC/ST candidates.
- c) Upper Age limit is relaxable by 3 years in respect of OBC (Non - Creamy Layer) candidates. Candidates belonging to OBC Category are required to produce recently obtained Community Certificate in proof of their community at the time of their verification of original documents/certificates (not older than 6 months as on **01-01-2024**) in the format prescribed by Government of India, stating that they do not come under the creamy layer, from a Competent Authority failing which they shall not be allowed further.
- d) In respect of Persons with Benchmark Disabilities (PwBDs), Upper Age limit is relaxable by 10 years, which will be over and above the relaxation admissible for candidates belonging to SC/ST/OBC. Relaxation in Age limit shall be applicable irrespective of the fact whether the post is reserved or not, provided the post is identified suitable for persons with disabilities. For PwBD candidates, the upper Age limit with all relaxations shall not exceed 56 years.

- e) Ex-Apprentices of HAL (who had undergone apprenticeship training at HAL, Koraput or any other Divisions of HAL only) would be given the age relaxation to the extent of the period for which the Apprentice had undergone training in HAL Divisions under Apprentices Act, 1961.
- f) Proportionate relaxation in upper age limit will be given to the candidates having relevant work experience. The upper age limit is relaxable for candidates with relevant post qualification experience, to a maximum extent of 7 years. Relaxation in age would be one year for every completed year of relevant post qualification experience over and above 28 years subject to a maximum age limit of 35 years. This relaxation with relevant post qualification experience as applicable to the concerned candidates is over and above the upper age limits as admissible from point (a) to (e) above.
- g) For candidates who had ordinarily been domiciled in the State of Jammu & Kashmir during the period of 01-01-1980 to 31-12-1989, upper Age limit will be relaxed by 5 years.
- h) In case of appointments to reserved vacancies, every Ex-Serviceman who has put in not less than six months continuous service in the Armed Forces of the Union, shall be allowed to deduct the period of such service from his actual age and if the resultant age does not exceed the maximum age limit prescribed for the post or service for which he seeks appointment / employment by more than 3 years, he is deemed to satisfy the condition regarding the age limit. Upper age limit with all relaxations for Ex-Servicemen shall not exceed 55 years as on **01-01-2024**.

3. PLACE OF POSTING:

- a) Selected Candidates for the posts ESM Technician (Engine Fitter) and ESM Technician (Electrical Fitter), will be deployed at NAY Goa and HAL Customer bases located at Pune, Halwara, Chabua, Bareilly, Jodhpur, Gwalior, Sirsa, Thanjawur, Nasik, Nal, Adampur, Srinagar etc. only.
- b) The selected candidates for the other posts will be deployed at HAL Koraput Division, Odisha. However, they are liable to be transferred / posted / assigned to any place where HAL has the Divisions / Offices / Bases depending upon organizational requirements.

4. REMUNERATION & OTHER BENEFITS

The Personnel engaged on tenure basis, against posts notified in this advertisement, would be paid **Consolidated Remuneration** every month. The consolidate remuneration would comprise the following: -

| Entitlement per Month | Scale B/4 | Scale C/5 | Scale D/6 |
|--------------------------------|--------------------|--------------------|--------------------|
| Basic Pay | Rs. 21,000/- | Rs. 22,000/- | Rs. 23,000/- |
| Dearness Allowance at Present | 43.7% at present | 43.7% at present | 43.7% at present |
| Perks | @ 25% on Basic Pay | @ 25% on Basic Pay | @ 25% on Basic Pay |
| Special Compensatory Allowance | Rs.1500/- | Rs.1591/- | Rs.1682/- |
| Medical Expenses (Lumpsum) | Rs. 1500/- | Rs. 1500/- | Rs. 1500/- |
| House Rent Allowance | As per rules | As per rules | As per rules |
| Other Benefits & Allowances | As per rules | As per rules | As per rules |

Note: In case of Ex-Servicemen selected for the posts the Basic Pay will be fixed as per their completed years of post-qualification services in the armed forces in the relevant trade / discipline.

- a) The components of benefits and allowance are as follows:-
 - i. Dearness Allowance (Revised Quarterly) on the Basic Pay.
 - ii. House Rent Allowance as per classification of Cities (when Company quarter is not provided).
 - iii. Provident Fund contributions will be calculated taking into account the Basic Pay + Dearness Allowance components of the Consolidated Emoluments.
 - iv. Allowance towards medical reimbursement of Lump sum amount of Rs. 1500/- per month will be admissible to meet the medical expenses (both in-patient and outpatient), based on self-certification. This amount shall be paid on monthly basis along with the Consolidated Remuneration. These personnel will not be entitled for any other medical benefits in any of the HAL hospitals / Dispensaries or elsewhere.
 - v. Monthly Incentive and Annual Incentive.
 - vi. Quarterly Performance Pay.
 - vii. TA/DA for joining duty and for Temporary Duty as per relevant Rules applicable to Workmen in the appropriate Scale of Pay.
 - viii. Group Insurance in lieu of EDLI.
 - ix. Night Shift Allowance, wherever applicable.
- b) An annual increment of 3% during the tenure shall be admissible on the Basic Pay, subject to satisfactory performance.
- c) Personnel engaged on Tenure Basis will be entitled for one day casual leave for each remaining complete month in the calendar year as per Rules.
- d) Tenure Based personnel will be entitled to 2.5 days Vacation leave (VL) with pay, for every calendar month of service as per Rules.
- e) 4 sets of Uniforms once in 2 years. Stitching Charges & Shoe allowance (Safety shoes, where ever applicable in place of shoes allowance) will be issued / provided.
- f) Female personnel will be entitled to Maternity benefits as per the provisions under the maternity Benefit Act, 1961.
- g) The tenure based engagement will not confer any right on the personnel to claim the status of a regular employee of the Company.
- h) They will abide by the various company rules and regulations governing carrying out the assigned tasks and their conduct, like standing orders, transferability to other departments or Divisions or Places, Termination of contract for reasons of non-performance or poor performance or without assigning any reason.
- i) The tenure based personnel will not be entitled for any allowance or benefits other than those indicated in the scheme for Engagement of Personnel on Tenure Basis in the Company, as amended from time to time.

5. SELECTION PROCEDURE

- a) Selection of the candidates shall be done based on the Marks scored in the Written Test only, in the order of Merit.
- b) Shortlisted candidates, on the basis of marks secured in the qualifying examination prescribed for a particular trade/discipline, would only be called for Written Test. Candidates have to appear Written Test at their own cost, on the date, time & venue, which will be mentioned in their Admit Card. The candidates have to download their Admit Card from HAL website.
- c) The Written Test will be held tentatively at Bhubaneswar on **17-03-2024 (Sunday)**.
- d) Candidates are required to bring any one of the following Original Photo Identity Card, along with a Xerox copy of Photo Identity Card which is duly self-attested, to prove their identity before the Invigilator, failing which they will not be allowed to appear for the Written Test:-
 - i) Voters ID card, ii) Driving License, iii) Aadhaar Card, iv) Passport, v) PAN Card, vi) ID Card (by Central/State Govt./PSU for their employees), vii) ID cards (by Government Agencies authorized) viii) ID Cards (by College/Institute where last studied)

- e) The Written Test will be of 2 Hours 30 Minutes duration. The test will be in three parts with comprising of Multiple Choice Questions (MCQs). Part – I will consist of 20 MCQs on General Awareness. Part – II will consist of 40 MCQs on General English & Reasoning. Part – III will consist of 100 MCQs on the concerned discipline. Each question carries one mark and there is no negative mark.
- f) The claim of the candidates with regard to the date of birth, educational qualifications, experience and category are accepted provisionally on the information provided by them in online application is subject to verification and meeting the prescribed standards of HAL. Mere admission to written test or inclusion of the name of a candidate in the merit list will not confer any right for employment. The candidature is therefore, provisional at all stages and HAL reserves the right to reject candidature at any stage of the engagement process.
- g) Candidates qualifying in the written test will be called for Document Verification in the order of merit, wherein candidates will be required to produce Testimonials/Documents in support of Age; Qualification; Category; Experience and other advertised eligibility criteria. The Testimonials/Documents should be in the possession of the candidates on the date of Document Verification. Inability of the candidates to produce the requisite documents at the time of Document Verification shall render them liable for non-consideration of their candidature. No undertaking for production of documents in respect of eligibility criteria with regard to Age, Qualification & Experience on a later date will be allowed.
- h) PHYSICAL TEST FOR THE POST OF SECURITY GUARD**
- i) The selection for the post of Security Guard will be done through Physical Test and Written Test.
- ii) For the post of Security Guard, candidates whose names are sponsored by Sainik Board and who have applied online will only be considered for Physical Test based on the initial screening. They have to qualify the Physical Test by achieving "Satisfactory Standard" of the physical parameters as indicated below and thereafter they will be called for written test: -

Physical Standards:

| Sl. No. | Test | Upto 30 Years | | | 31-40 Years | | | 41-45 Years | | |
|---------|-----------------------------|---------------|--|--------------|-------------|------|--------------|-------------|------|--------------|
| | | Excellent | Good | Satisfactory | Excellent | Good | Satisfactory | Excellent | Good | Satisfactory |
| 1 | Chin Ups | 10 | 8 | 6 | 9 | 7 | 5 | 8 | 6 | 4 |
| 2 | Push Ups | 24 | 22 | 20 | 22 | 20 | 18 | 20 | 18 | 16 |
| 3 | Bend Knee Sit Ups | 40 | 35 | 30 | 35 | 30 | 25 | 30 | 25 | 20 |
| 4 | 100 mtr Sprint (in Seconds) | 13 | 15 | 17 | 15 | 17 | 19 | 17 | 19 | 21 |
| 5 | 2.4 Km Run (in minutes) | 9 | 9.3 | 10 | 10.3 | 11 | 11.3 | 11.3 | 12 | 12.3 |
| 6 | Rope Climbing | 10 Mtrs | To be completed by all candidates | | | | | | | |
| 7 | Monkey Crawl | 10 Mtrs | | | | | | | | |

For 46 Years and above age

| Sl. No. | Test | 46-50 Years | | | 51-55 Years | | |
|---------|-------------------------|-------------|--|--------------|-------------|------|--------------|
| | | Excellent | Good | Satisfactory | Excellent | Good | Satisfactory |
| 1 | Push Ups | 16 | 14 | 12 | 12 | 10 | 8 |
| 2 | Bend Knee Sit Ups | 25 | 20 | 15 | 15 | 11 | 7 |
| 3 | 2.4 Km Run (in minutes) | 13 | 14 | 15 | - | - | - |
| 4 | 3 Km Walk (in minutes) | - | - | - | 28 | 29 | 30 |
| 5 | 2 Km Run (in minutes) | - | - | - | - | - | - |
| 6 | Rope Climbing | 10 Mtrs | To be completed by all candidates | | | | |
| 7 | Monkey Crawl | 10 Mtrs | | | | | |

6. PRE-EMPLOYMENT MEDICAL EXAMINATION

- a) Candidates provisionally selected will have to undergo a Pre-Employment Medical Examination at Industrial Health Center (IHC) HAL Sunabeda before joining HAL. Applicants should meet the medical Standards as prescribed by the Company.
- b) No relaxation in Health Standards will be allowed. Appointment of selected candidates is subject to receipt of satisfactory Medical Report from the Company's Doctor as per the Medical Standards of the Company.
- c) Pre-employment Medical Standards prescribed by HAL is annexed in this advertisement.
- d) Different pre-employment medical standards are prescribed for candidates in the age group of '40 years & below' and 'above 40 years'.
- e) Persons with Benchmark Disabilities (PwBDs) suffering from not less than 40% of the relevant disability shall be eligible for the benefit of reservation/relaxation. Candidate who wants to avail the benefit of reservation under PwBD category is required to submit a "Disability Certificate" issued by the Competent Authority, in the prescribed format, at the time of verification of original certificates/documents.
- f) In respect of Persons with Benchmark Disabilities (PwBDs), the suitability for appointment, in relation to the disability, will be decided on the basis of reports of the Medical Board attached to the Special Employment Exchanges for Physically Handicapped. PwBD candidates will be subjected to pre-employment medical examination at Industrial Health Center HAL, Sunabeda with regard to other medical parameters as per the standards of the company.

7. SPECIFIC TERMS & CONDITIONS OF TENURE BASED ENGAGEMENT

- a) The selected candidates will be engaged on tenure basis for a period of four years from the date of engagement. The tenure will come to an end automatically on completion of four years period from the date of joining, without any further notice. The employment can be terminated, at any time, during the period of tenure engagement, by giving one month's notice by either party or payment of the Basic Pay + DA components in the Consolidated Remuneration in lieu of the Notice.
- b) The Tenure Based Engagement will not confer any right on the Personnel to claim the status of a regular employee of the Company. Selected Personnel on Tenure Basis will undergo Induction Training.
- c) While engagement of Tenure based Personnel shall be for a period of 4 years in the normal course, extension of their tenure for a further maximum period of 4 years will be considered, on case-to-case basis, in cases where workload & requirement exist. However, this is at the discretion of the Management.

8. GENERAL INSTRUCTIONS

- a) Only Indian Nationals are eligible to apply.
- b) The vacancies are identified to be filled up by external candidates sponsored by concerned Employment Exchanges / Sainik Boards / Customer bases / IAF Placement Cell / DGRS/ T&DI etc only, through Direct Recruitment.
- c) Candidates employed in Central / State Government/ Public Sector Undertakings etc. (including candidates engaged on Contract basis therein) who are provisionally selected should produce "No Objection Certificate (NOC)" at the time of the document verification from their employer failing which their candidature will be cancelled.
- d) Candidates belonging to SC/ST /OBC-NCL Category and applying through the reservation quota are required to produce valid Caste Certificate issued by the Competent Authority at the time of Document Verification. The Date, Time & venue for Document Verification will be intimated to the candidates who are provisionally selected in the Written Test via email (in the email id provided in the Application Format by the candidate). The same will also be hosted on the HAL Website (<https://hal-india.co.in>);
- e) All qualifications should be from Indian Universities / Institutes / Organizations recognized by appropriate statutory Authorities in the Country.
- f) While applying for the post, the applicant should ensure that he/she fulfils the eligibility and other norms as mentioned above as on the specified dates and that the particulars furnished by him/her are correct in all respect.
- g) Furnishing wrong / incorrect information or suppression of relevant information will lead to rejection of candidate and the application will be out-rightly rejected.
- h) Screening and short listing for the Written Test will be based on the details provided by the candidate in the online Application Form. Hence it is necessary that applicants should furnish only accurate, full and correct information.
- i) Appearance of the shortlisted candidates in the Written Test is provisional and it does not entitle them for any claim for the post. They will be treated as debarred ab-initio at any stage of the selection process in case they do not fulfil essential eligibility criteria. Shortlisting of candidates for the Written Test will be purely provisional without verification of Age, Qualification, Category (SC/ST/OBC- NCL/ PwBD / XSM etc.) of the candidates.
- j) The decision of HAL in all matters relating to eligibility, acceptance or rejection of applications, mode of selection, conduct of Physical Test/ Written Test/ Document Verification etc. will be final and binding on the candidates. Further, HAL reserves the right to fill up or otherwise any or all the notified posts and also to fill up the future vacancies if any from the valid panel of selected candidates as per the rules of the Company.
- k) HAL reserves all the right to cancel/restrict/modify the notification criteria/ Recruitment process and / or the Selection Process thereunder, without issuing any further notice whatsoever. The number of vacancies can be modified as per the discretion of the Management.
- l) Mere meeting the conditions of the Notification by the candidate(s) will not automatically entail them to be called for Physical Test / Written Test/ Document verification/ Selection and Engagement.
- m) Applicants having work experience in Private Sector Organizations are required to submit an Experience Certificate on the letterhead of the Company. The letterhead of the Company should have details of the Company. Candidate claiming age relaxation by way of relevant experience will not be issued the Provisional Offer without producing Experience Certificate in the letterhead of the Company.
- n) Applications of internal candidates, if any, will not be considered.

- o) Any sort of Canvassing or influencing of the Officials related to Recruitment / Selection Process would result in immediate disqualification of the candidates.
- p) Engagement of selected candidates is subject to receipt of satisfactory Medical Report from Doctor of IHC, HAL as per the standards prescribed by HAL. In respect of candidates from PSU/Govt. Vigilance Clearance from the erstwhile organization will be obtained before appointment.
- q) Necessary information regarding the selection, written test etc. will be hosted on HAL Website (<https://hal-india.co.in>) from time to time. All correspondences to the candidates will be made via email on the e-mail id provided by the candidate at the time of online application. No other method of communication will be adopted.
- r) In case of any particular clarification, the candidates can write to HAL, Koraput Division, Sunabeda at recruitment.koraput@hal-india.co.in. No other method of Communication will be entertained.
- s) Any dispute/cause with regard to engagement against this advertisement will be settled within the jurisdiction of **Koraput / Jeypore** only.

9. HOW TO APPLY

- a) The candidates sponsored by the concerned Employment Exchanges / Sainik Boards / Customer bases / IAF Placement Cell / DGRS/ T&DI etc, who have received communication from HAL are only eligible to apply online for the advertised posts. The candidates are to use the person specific user ID and Password provided by HAL, Koraput Division for applying the suitable post advertised in this notification, subject to meeting the eligibility criteria.
- b) Eligible and interested candidates are required to visit HAL website (<https://hal-india.co.in>) and submit the application online.
- c) A candidate is eligible to apply for one post only for which he / she is most eligible.
- d) Candidates are allowed to apply only once and applications once submitted cannot be altered under any circumstances. Candidates are required to possess a valid email ID and Mobile Number which is to be entered in the application blank, so that intimation regarding the Written Test, Document Verification, Medical Test etc. can be sent. HAL will not be responsible for bouncing of Email sent to the candidates. They are also advised to retain the Email ID active, as any important intimation to them shall be provided through Email.
- e) If the information / certificates furnished by the candidates at any stage are found to be false or incomplete or are not found to be in conformity with eligibility criteria mentioned in the advertisement, the candidature / appointment will be considered as revoked / terminated at any stage of recruitment process or after recruitment or joining, without any reference given to the candidate.
- f) Any further Information / Corrigendum / Addendum would be uploaded only on HAL website (<https://hal-india.co.in>).
- g) The last date for submission of the Online Application is **6th March, 2024**.

Senior Manager (HR)
R & P Section
Hindustan Aeronautics Limited
Koraput Division



FORM OF CERTIFICATE TO BE PRODUCED BY THE CANDIDATES
BELONGING TO SCHEDULED CASTE/SCHEDULED TRIBE

This is to certify that Shri/ Shrimathi*/ Kumari* _____ Son/daughter* of _____ of Village/town* _____ in District/Division* _____ of the State/Union Territory* _____ belongs to the _____ Caste/ Tribe, which is recognized as a Scheduled Caste / Scheduled Tribe* under:

- *The Constitution (Scheduled Castes) order 1950
- *The Constitution (Scheduled Tribes) order 1950
- *The Constitution (Scheduled Castes)(Union Territories) order 1950
- *The Constitution (Scheduled Tribes) (Union Territories) order 1951

{As amended by the Scheduled Castes and Scheduled Tribes lists(Modification Order, 1956, the Bombay Reorganization act, 1960, the Punjab Reorganization Act, 1966, the state of Himachal Pradesh Act 1970, the North-Eastern areas (Reorganization) Act, 1971 and the Scheduled Castes and Scheduled Tribes orders (Amendment) Act 1976}

- *The Constitution (Jammu and Kashmir) Scheduled Castes order 1956
- *The Constitution (Andaman and Nicobar Islands) Scheduled Tribes order 1959 as amended by the Scheduled Castes and Scheduled Tribes Orders (Amendment) Act 1976;
- *The Constitution (Dadra and Nagar Haveli) Scheduled Castes order 1962
- *The Constitution (Dadra and Nagar Haveli) Scheduled Tribes order 1962
- *The Constitution (Pondicherry) Scheduled Castes order 1964
- *The Constitution (Scheduled Tribes) (Uttar Pradesh) order 1967
- *The Constitution (Goa, Daman and Diu) Scheduled Castes order 1968
- *The Constitution (Goa, Daman and Diu) Scheduled Tribes order 1968
- *The Constitution (Nagaland) Scheduled Tribes order 1970
- *The Constitution (Sikkim) Scheduled Castes order 1978

2. Shri / Shrimathi / Kumari* _____ and/or * his/her* family ordinarily reside(s) in village/town* _____ of _____ District/Division* of the state/Union Territory* of _____

Signature _____

Designation _____

(With seal of office)

Place _____

State / Union Territory

Date _____

* Please delete the words, which are not applicable

Note : The term “ Ordinarily resides” used here will have the same meaning as in section 20 of the Representation of the People Act 1950.

**FORM OF CERTIFICATE TO BE PRODUCED BY OTHER BACKWARD
CLASSES APPLYING FOR APPOINTMENT TO POSTS UNDER THE
GOVERNMENT OF INDIA**

This to certify that Shri / Smt / Kumari _____, son /
daughter of _____, of Village / Town _____ in District / Division
_____ in the State / Union Territory _____

belongs to the _____ Community which is recognized as a Backward Class under
the Government of India, Ministry of Social Justice and Empowerment's
Resolution No. _____, dated _____. Shri / Smt / Kumari
_____ and / or his / her family ordinarily reside(s)
in the _____ District / Division of the State / Union
Territory. This is also to certify that he/she does not belong to the
persons/sections (Creamy Layer) mentioned in column 3 of the Schedule to the
Government of India, Department of Personnel and Training O.M.No.
36012/22/93- Estt. (SCT), dated 8-9-1993**.

District Magistrate,
Deputy Commissioner, etc.

Dated :

Seal

* The authority issuing the certificate may have to mention the details of
Resolution of Government of India, in which the caste of the candidate is
mentioned as OBC.

** As amended from time to time

Note: The term 'Ordinarily' used here will have the same meaning as in Section
20 of the Representation of the people's Act, 1950

Government of.....
(Name & Address of the authority issuing the certificate)

INCOME & ASSET CERTIFICATE TO - BE PRODUCED BY ECONOMICALLY WEAKER SECTIONS

Certificate No. -----

Date: _____

VALID FOR THE YEAR _____.

This is to certify that Shri/Smt./Kumari _____ son / daughter/wife _____ permanent resident of _____ Village /Street _____ Post Office _____ District _____ in the State/Union Territory _____ Pin Code _____ whose photograph is attested below belongs to Economically Weaker Sections, since the gross annual income* of his/her "family"* is below Rs.8 lakh (Rupees Eight Lakh only) for the financial year _____. His/her family does not own or possess any of the following assets*** :

- I. 5 acres of agricultural land and above;
- II. Residential flat of 1000 sq. ft. and above;
- III. Residential plot of 100 sq. yards and above in notified municipalities;
- IV. Residential plot of 200 sq. yards and above in areas other than the notified municipalities.

2. Shri/Smt./Kumari _____ belongs to the _____ caste which is not recognized as a Scheduled Caste, Scheduled Tribe and Other Backward Classes (Central List)

Signature with seal of Office _____

Name _____

Designation _____

Recent Passport
size attested
photograph of the
applicant

*Note1 :.Income covered all sources i.e. salary, agriculture, business, profession, etc.

**Note 2:The term "Family" for this purpose include the person, who seeks benefit of reservation, his/her parents and siblings below the age of 18 years as also his/her spouse and children below the age of 18 years

***Note 3: The property held by a " Family" in different Locations or different places/cities have been clubbed while applying the land or property holding test to determine EWS status.

Disability Certificate (FORM –V)

(In cases of amputation or complete permanent paralysis of limbs or dwarfism and in case of blindness)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No.

Date:

This is to certify that I have carefully examined Shri / S mt. /Kum. _____ son /wife /daughter of Shri _____ Date of Birth (DD/MM/YYYY) _____ Age _____ years, male/ female _____ registration No. _____ Permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that:

- (A) he/she is a case of:
 - locomotor disability
 - dwarfism
 - blindness
 (Please tick as applicable)

(B) the diagnosis in his/her case is _____

(A) he/she has _____ % (in figure) _____ percent (in words) permanent locomotor disability/dwarfism/blindness in relation to his/her _____ (part of body) as per guidelines (.....number and date of issue of the guidelines to be specified).

2. The applicant has submitted the following document as proof of residence:-

| Nature of Document | Date of Issue | Details of authority issuing certificate |
|--------------------|---------------|--|
| | | |

(Signature and Seal of Authorised Signatory of notified Medical Authority)

Signature/thumb impression of the person in whose favour certificate of disability is issued



Disability Certificate (Form – VI)
(In case of Multiple Disabilities)

[See rule 18(1)]

(Name and Address of the Medical Authority issuing the Certificate)

| |
|--|
| Recent passport size attested photograph (Showing face only) of the person with disability. |
|--|

Certificate No. _____

Date: _____

This is to certify that I have carefully examined Shri/ Smt./ Kum.
_____ son /wife /daughter of Shri _____ Date
of Birth (DD/MM/YYYY) _____ Age _____ years, male/ female
_____ .

Registration No. _____ permanent resident of House No. _____
Ward/Village/Street _____ Post Office _____ District _____
State _____, whose photograph is affixed above, and am satisfied
that:

(A) he/she is a case of Multiple Disability. His/her extent of permanent physical impairment/ disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) for the disabilities ticked below, and is shown against the relevant disability in the table below:

| Sl. No. | Disability | Affected part of body | Diagnosis | Permanent physical impairment/mental disability (in %) |
|---------|----------------------|-----------------------|-----------|--|
| 1. | Locomotor disability | @ | | |
| 2. | Muscular Dystrophy | | | |
| 3. | Leprosy cured | | | |
| 4. | Dwarfism | | | |
| 5. | Cerebral Palsy | | | |
| 6. | Acid attack Victim | | | |
| 7. | Low vision | # | | |

| | | | | |
|-----|---------------------------------|---|--|--|
| 8. | Blindness | # | | |
| 9. | Deaf | £ | | |
| 10. | Hard of Hearing | £ | | |
| 11. | Speech and Language disability | | | |
| 12. | Intellectual Disability | | | |
| 13. | Specific Learning Disability | | | |
| 14. | Autism Spectrum Disorder | | | |
| 15. | Mental illness | | | |
| 16. | Chronic Neurological Conditions | | | |
| 17. | Multiple sclerosis | | | |
| 18. | Parkinson's disease | | | |
| 19. | Haemophilia | | | |
| 20. | Thalassemia | | | |
| 21. | Sickle Cell disease | | | |

(B) In the light of the above, his/her over all permanent physical impairment as per guidelines (.....number and date of issue of the guidelines to be specified), is as follows : -

In figures : - ----- percent

In words :- ----- percent

2. This condition is progressive/non-progressive/likely to improve/not likely to improve.

3. Reassessment of disability is :

1) Not necessary, or

2) Is recommended /after..... year..... months and therefore this certificate shall be valid till

----- (DD) (MM) (YYYY)

@ e.g. Left/right/both arms/legs

e.g. Single eye

£ e.g. Left/Right/both ears

4. The applicant has submitted the following document as proof of residence:-

| Nature of document | Date of issue | Details of authority issuing certificate |
|--------------------|---------------|--|
| | | |

5. Signature and seal of the Medical Authority.

| | | |
|-------------------------|-------------------------|----------------------------------|
| | | |
| Name and Seal of Member | Name and Seal of Member | Name and Seal of the Chairperson |

Signature/thumb impression of the person in whose favour certificate of disability is issued



Disability Certificate (Form – VII)

(In cases other than those mentioned in Forms V and VI)

(Name and Address of the Medical Authority issuing the Certificate)

(See rule 18(1))

Recent passport size attested photograph (Showing face only) of the person with disability.

Certificate No. _____

Date: _____

This is to certify that I have carefully examined Shri / Smt / Kum _____ Son / wife / daughter of Shri _____ Date of Birth (DD/MM/YYYY) _____ Age _____ years, male/female _____ Registration No. _____ permanent resident of House No. _____ Ward/Village/Street _____ Post Office _____ District _____ State _____, whose photograph is affixed above, and am satisfied that he/she is a case of _____ disability. His/her extent of percentage physical impairment/disability has been evaluated as per guidelines (.....number and date of issue of the guidelines to be specified) and is shown against the relevant disability in the table below:-

| Sl. No. | Disability | Affected part of body | Diagnosis | Permanent physical impairment/mental disability (in %) |
|---------|--------------------------------|-----------------------|-----------|--|
| 1. | Locomotor disability | @ | | |
| 2. | Muscular Dystrophy | | | |
| 3. | Leprosy cured | | | |
| 4. | Cerebral Palsy | | | |
| 5. | Acid attack Victim | | | |
| 6. | Low vision | # | | |
| 7. | Deaf | € | | |
| 8. | Hard of Hearing | € | | |
| 9. | Speech and Language disability | | | |
| 10. | Intellectual Disability | | | |
| 11. | Specific Learning Disability | | | |

| | | | | |
|-----|---------------------------------|--|--|--|
| 12. | Autism Spectrum Disorder | | | |
| 13. | Mental illness | | | |
| 14. | Chronic Neurological Conditions | | | |
| 15. | Multiple sclerosis | | | |
| 16. | Parkinson's disease | | | |
| 17. | Haemophilia | | | |
| 18. | Thalassemia | | | |
| 19. | Sickle Cell disease | | | |

(Please strike out the disabilities which are not applicable)

2. The above condition is progressive / non-progressive / likely to improve / not likely to improve.
3. Reassessment of Disability is
 - (i) Not Necessary, Or
 - (ii) Is recommended / after _____ years _____ months and therefore this certificate shall be valid till _____ (DD/MM/YYYY).

@ e.g. Left / Right / Both arms / Legs
 # e.g. Single eye / Both eyes
 £ e.g. Left / Right / Both ears
4. The applicant has submitted the following documents as proof of residence:

| Nature of Document | Date of issue | Details of authority issuing Certificate |
|--------------------|---------------|--|
| | | |

(Authorised Signatory of notified Medical Authority)
(Name and Seal)

| |
|--|
| Signature/thumb impression of the person in whose favour certificate of disability is issued |
|--|

Countersigned
 {Countersignature and seal of the Chief Medical Officer/Medical Superintendent/ Head of Government Hospital, in case the Certificate is issued by a medical authority who is not a Government servant (with seal)}

Note- In case this certificate is issued by a medical authority who is not a Government servant, it shall be valid only if countersigned by the Chief Medical Officer of the District.

PRE - EMPLOYMENT MEDICAL EXAMINATION STANDARDS

| S No | Particulars | | Standard | |
|---|--|--|---|---|
| | | | 40 years & below | above 40 years |
| (1) | (2) | | (3) | (4) |
| 1 | General Examination | | | |
| A | Height | Male | 147.1 | 147.1 |
| | | Female | 142.1 | 142.1 |
| B | Weight | Male | Min. 45Kg. | Min. 45Kg. |
| | | Female | Min. 39Kg. | Min. 39Kg. |
| NOTE : Significant under weight/ over weight & height more than 200 cms needs further investigations before declaring FIT. | | | | |
| C | BMI | | BMI below 18 and above 28 kg/m ² , primary cause for abnormal BMI to be investigated before acceptance. Cushing's Disease, Gigantism & Acromegaly with systemic involvement to be rejected. | BMI below 18 and above 28 kg/m ² , primary cause for abnormal BMI to be investigated before acceptance. Cushing's Disease, Gigantism & Acromegaly with systemic involvement to be rejected. |
| D | Haematology | | If HB is below 9 gm/dl and / or abnormal PBS, should be further investigated before acceptance. Haemophilia and Haemolytic anemias like Thalassaemia major Sickle cell disease are not suitable for employment. | If HB is below 9 gm/dl and / or abnormal PBS, should be further investigated before acceptance. Haemophilia and Haemolytic anemias like Thalassaemia major Sickle cell disease are not suitable for employment. |
| 2 | Hearing | | Should demonstrate an ability to hear an average conversational voice in a quiet room using both ears at a distance of six feet from the examiner with the back turned to the examiner. All cases of CSOM to be corrected by surgery before taking fitness. Audiometry will be done based on history and clinical examination and it will be done for all direct employees . It should be preserved. If Hearing Deficit is more than 40dB at 500,1000,2000 and 3000 Hz , not suitable for employment. | Should demonstrate an ability to hear an average conversational voice in a quiet room using both ears at a distance of six feet from the examiner with the back turned to the examiner. All cases of CSOM to be corrected by surgery before taking fitness. Audiometry will be done based on history and clinical examination and it will be done for all direct employees . It should be preserved. If Hearing Deficit is more than 40dB at 500,1000,2000 and 3000 Hz , not suitable for employment. |
| 3 | EYES | | Should not suffer from any chronic eye diseases. | Should not suffer from any chronic eye diseases. |
| A | Visual Acuity | | | |
| | i) Distant & Near vision for trades like Pilots | Refer Annexure II (for pilots only) | | Refer Annexure II (for pilots only) |
| | ii) Distant vision for other trades | Better eye | Worse eye | Better eye Worse eye |
| | a) with glasses for Tech jobs | 6/9 | 6/9 | 6/9 6/12 |
| | | 6/6 | 6/12 | 6/6 6/18 |
| | b) with or without glasses for non tech jobs | 6/9 | 6/18 | 6/12 6/18 |
| | iii) Near vision with or without glasses for other trades | | | |
| | a) Tech Jobs | N-6 both eyes | | N-6 both eyes |
| b) Non tech jobs | N-8 both eyes | | N-8 both eyes | |

| | | | |
|----------|--------------------------|--|--|
| B | ONE EYE | Suitable for desk jobs only provided other parameters in relation to eye are normal. | Suitable for desk jobs only provided other parameters in relation to eye are normal. |
| C | Intra Ocular Lens | IOL may be accepted if visual acuity is ok. | IOL may be accepted if visual acuity is ok. |
| D | Color Vision | <p>The Colour vision shall be tested for all candidates with Ishihara's Isochromatic plates in good light. Most cases of this type are characterized by a Red-Green deficiency. Colour deficient applicants are able to safely perform all jobs except those that require ability to differentiate colours correctly such as:</p> <ul style="list-style-type: none"> - Industrial staff dealing with machines involving recognition of coloured signals. - Technicians engaged in Laboratory work and Chemists. - Crane Operators. - Draughtsmen. - Drivers of all categories. - Electrical work. - Doctors and other Technical staff. - Scientific assistants - Security personnel - Pilots, Ground Engineers and staff - Electronic assembly - Navigation - Job involving coloured cables - Fire fighters - Electronic technicians - Panel operator - Other occupations where perception of colours is considered essential. <p>For any other Jobs Identification of Primary Colours is necessary. Officers and workmen in the above jobs require normal colour vision for proper pursuit. Defective colour vision is a disqualification for these jobs.</p> | <p>The Colour vision shall be tested for all candidates with Ishihara's Isochromatic plates in good light. Most cases of this type are characterized by a Red-Green deficiency. Colour deficient applicants are able to safely perform all jobs except those that require ability to differentiate colours correctly such as:</p> <ul style="list-style-type: none"> - Industrial staff dealing with machines involving recognition of coloured signals. - Technicians engaged in Laboratory work and Chemists. - Crane Operators. - Draughtsmen. - Drivers of all categories. - Electrical work. - Doctors and other Technical staff. - Scientific assistants - Security personnel - Pilots, Ground Engineers and staff - Electronic assembly - Navigation - Job involving coloured cables - Fire fighters - Electronic technicians - Panel operator - Other occupations where perception of colours is considered essential. <p>For any other Jobs Identification of Primary Colours is necessary. Officers and workmen in the above jobs require normal color vision for proper pursuit. Defective color vision is a disqualification for these jobs.</p> |
| E | Squint cases | There is no good binocular vision. Even after surgery the chances of binocular vision are rare. They may be accepted for desk jobs only. | There is no good binocular vision. Even after surgery the chances of binocular vision are rare. They may be accepted for desk jobs only. |
| F | Myopia | <p>Upto (-6) may be accepted provided the vision is normal after correction & retina is in good health. All candidates must be subjected to Fundoscopy & Indirect ophthalmoscopy.</p> <p>In case Myopia is not within acceptable limits, the candidate can be reassessed after correction through surgery.</p> | <p>Upto (-7) may be accepted provided the vision is normal after correction & retina is in good health. All candidates must be subjected to Fundoscopy & Indirect ophthalmoscopy.</p> <p>In case Myopia is not within acceptable limits, the candidate can be reassessed after correction through surgery.</p> |

| | | | |
|----------|-----------------------------|---|--|
| G | Hypermetropia | Upto (+7) may be accepted provided the vision improves to 6/9 & have a binocular vision. | Upto (+7) may be accepted provided the vision improves to 6/9 & have a binocular vision. |
| H | Pterygium | Not affecting the vision is acceptable. When the vision is affected or encroaching the cornea, to be accepted after surgery. | Not affecting the vision is acceptable. When the vision is affected or encroaching the cornea, to be accepted after surgery. |
| I | Retinal Detachment | The condition is treatable now, with advanced technology. Hence, the candidate with such abnormality should be given an option for correction. After correction, if the vision is normal, the candidate can be considered for employment in HAL. The candidate is required to come back after correction within 3 months for pre-employment medical examination. The expenses towards such correction will be borne by the candidate. | The condition is treatable now, with advanced technology. Hence, the candidate with such abnormality should be given an option for correction. After correction, if the vision is normal, the candidate can be considered for employment in HAL. The candidate is required to come back after correction within 3 months for pre-employment medical examination. The expenses towards such correction will be borne by the candidate. |
| J | Macular Degeneration | To be rejected | To be rejected |
| K | Retinitis Pigmentosa | To be rejected | To be rejected |
| 4 | Skin | a) Treated/ cured Hansen's disease with no deformity is acceptable except in food handling areas. Hansen should not be considered as a criteria for disqualifying. | a) Treated/ cured Hansen's disease with no deformity is acceptable except in food handling areas. Hansen should not be considered as a criteria for disqualifying. |
| | | b) Psoriasis involving more than 60% of body surface area, rendered temporarily unfit. After treatment it can be considered fit. Psoriatic arthritis with deformity unfit. Systemic Lupus Erythamatosus with complications and deformity is unfit. | b) Psoriasis involving more than 60% of body surface area, rendered temporarily unfit. After treatment it can be considered fit. Psoriatic arthritis with deformity unfit. Systemic Lupus Erythamatosus with complications and deformity is unfit. |
| | | c) Vitiligo (Leukoderma) should not be considered as cause for rejection since it is neither communicable nor contagious. | c) Vitiligo (Leukoderma) should not be considered as cause for rejection since it is neither communicable nor contagious. |
| 5 | AIDS | Elisa HIV I & II Testing are recommended for all candidates with consent. A written consent / undertaking will be obtained from the candidate before administering the test (Appendix -I). Depending on the nature of jobs to be performed by the candidate / the post to which the candidate is selected, acceptance or rejection will be decided. Personnel who are HIV +'ve would be fit for appointment only to such Departments / Areas of work where there is no risk involved towards the health of themselves and others viz in Departments like Design, Planning, Marketing, IT, MS, Finance, HR (excluding Canteen), Purchase, Security, Vigilance, wherein they will not be working on/with Machines, Tools etc | Elisa HIV I & II Testing are recommended for all candidates with consent. A written consent / undertaking will be obtained from the candidate before administering the test (Appendix-I). Depending on the nature of jobs to be performed by the candidate / the post to which the candidate is selected, acceptance or rejection will be decided. Personnel who are HIV +'ve would be fit for appointment only to such Departments / Areas of work where there is no risk involved towards the health of themselves and others viz in Departments like Design, Planning, Marketing, IT, MS, Finance, HR (excluding Canteen), Purchase, Security, Vigilance, wherein they will not be working on/with Machines, Tools etc |

| 6 Cardio Vascular System | | | |
|---------------------------------|-----------------------------------|---|---|
| A | General Exam | There should not be any abnormality congenital or acquired. There should not be any significant functional or structural abnormality of the circulatory system. ECG should be mandatory. | There should not be any abnormality congenital or acquired. There should not be any significant functional or structural abnormality of the circulatory system. ECG should be mandatory. |
| B | Blood Pressure | Blood pressure less than 140/90 with or without drugs & no target organ damage can be accepted. Candidates with newly detected high BP or uncontrolled hypertension will be made temporarily UNFIT (minimum 1 month) for confirmation of hypertension and control of BP. If BP is still high , will be rejected. | Blood pressure less than 140/90 with or without drugs & no target organ damage can be accepted. Candidates with newly detected high BP or uncontrolled hypertension will be made temporarily UNFIT (minimum 1 month) for confirmation of hypertension and control of BP. If BP is still high will be rejected. |
| C | Heart size | All cases of Cardiomegally should be evaluated thoroughly & cardiologist opinion to be taken. Cases with poor LV Function (Less than 50%) will be rejected. | All cases of Cardiomegally should be evaluated thoroughly & cardiologist opinion to be taken. Cases with poor LV Function (Less than 50%) will be rejected. |
| D | Rh. Heart Disease | Rheumatic Heart diseases & other valvular diseases are not to be accepted. | Rheumatic Heart diseases & other valvular diseases are not to be accepted. |
| E | MVPS | All cases need to be investigated in the form of ECG, 2D Echo. Mitral Regurgitation, AF, Infective endocarditis to be ruled out before considering medical fitness. Mitral Regurgitation ,AF, Infective Endocarditis will be rejected. | All cases need to be investigated in the form of ECG, 2D Echo. Mitral Regurgitation, AF, Infective endocarditis to be ruled out before considering medical fitness. Mitral Regurgitation, AF, Infective Endocarditis will be rejected. |
| F | ASD | Acceptable after surgical correction. Small ASD for which surgical correction is not advised is also acceptable with cardiologist opinion. | Acceptable after surgical correction. Small ASD for which surgical correction is not advised is also acceptable with cardiologist opinion. |
| G | VSD | Acceptable after surgical correction. Small VSD for which surgical correction is not advised is also acceptable with cardiologist opinion. | Acceptable after surgical correction. Small VSD for which surgical correction is not advised is also acceptable with cardiologist opinion. |
| H | PDA | Acceptable after surgical correction | Acceptable after surgical correction |
| I | Isolated Dextrocardia | Before accepting to be evaluated by cardiologist | Before accepting to be evaluated by cardiologist |
| J | Sinus Arrhythmias | Sinus arrhythmia may be accepted. | Sinus arrhythmia may be accepted. |
| K | Other conduction disorders | PVC more than 5 / minute, in pairs or multifocal, AF, RBBB & LBBB should be evaluated and cardiologist opinion to be taken for fitness. Poor LV Function (Less than 50%) will be rejected | PVC more than 5 / minute, in pairs or multifocal, AF, RBBB & LBBB should be evaluated and cardiologist opinion to be taken for fitness. Poor LV Function (Less than 50%) will be rejected. |
| L | Murmurs | All cardiac murmurs to be evaluated and opinion of cardiologist to be taken for Medical fitness. Established Valvular Heart Disease to be rejected. | All cardiac murmurs to be evaluated and opinion of cardiologist to be taken for Medical fitness. Established Valvular Heart Disease to be rejected. |
| M | IHD | IHD, angioplasty/ CABG cases should be evaluated and can be taken after cardiologist opinion. If cardiac functions are normal , will be accepted. | IHD, angioplasty/ CABG cases should be evaluated and can be taken after cardiologist opinion. If cardiac functons are normal, will be accepted. |

| | | | |
|---|-----------------------|--|--|
| 7 | Respiratory System | a) Bronchial asthma with normal- pulmonary functions accepted. | a) Bronchial asthma with normal- pulmonary functions accepted. |
| | | b) Acute Pulmonary Tuberculosis is temporarily unfit. Will be reviewed after completion of 6 months treatment without any further extension. Fit if: - has completed specified treatment. - 3 successive sputum tests are negative for AFB. - Serial CXR - PA should show improvements. | b) Acute Pulmonary Tuberculosis is temporarily unfit. Will be reviewed after completion of 6 months treatment without any further extension. Fit if: - has completed specified treatment. - 3 successive sputum tests are negative for AFB. - Serial CXR - PA should show improvements. |
| | | c) Significant Lungs cysts should be accepted after successful surgery. | c) Significant Lungs cysts should be accepted after successful surgery. |
| | | d) Cases of Bronchiectasis with good respiratory reserve can be considered for employment. | d) Cases of Bronchiectasis with good respiratory reserve can be considered for employment. |
| | | e) Cases of COPD is unfit for employment. | e) Cases of COPD is unfit for employment. |
| 8 | Abdomen | a) Organomegaly, abdominal masses should be investigated before employment. Gall bladder polyps to be operated before appointment. Multiple gall stones if found, should be operated before appointment. | Organomegaly, abdominal masses should be investigated before employment. Gall bladder polyps to be operated before appointment. Multiple gall stones if found, should be operated before appointment. |
| | | b) All hernias, Hydrocoele, fistula in Ano, Hemorrhoids, Varicocele undescended testes, pilonidal sinus should be surgically corrected before appointment. | b) All hernias, Hydrocoele, fistula in Ano, Hemorrhoids, Varicocele undescended testes, pilonidal sinus should be surgically corrected before appointment. |
| | | c) Any palpable lymph node to be biopsied & fitness to be decided after the biopsy report. | c) Any palpable lymph node to be biopsied & fitness to be decided after the biopsy report. |
| | | d) Varicose veins without complication can be accepted after surgeon's opinion. If surgery is advised then will be accepted after surgery. | d) Varicose veins without complication can be accepted after surgeon's opinion. If surgery is advised then will be accepted after surgery. |
| | | e) Chronic Pancreatitis, Chronic Hepatitis, Cirrhosis of Liver and Liver transplants to be rejected. | e) Chronic Pancreatitis, Chronic Hepatitis, Cirrhosis of Liver and Liver transplants to be rejected. |
| | | f) Cause for major abdominal surgeries and present status should be evaluated before acceptance. Malignancies detected after surgery to be rejected | f) Cause for major abdominal surgeries and present status should be evaluated before acceptance. Malignancies detected after surgery to be rejected. |
| 9 | Genito Urinary System | a) Phimosis & Paraphimosis/ Hypospadiasis to be accepted after surgical correction at the expense of the candidate. | a) Phimosis & Paraphimosis/ Hypospadiasis to be accepted after surgical correction at the expense of the candidate. |
| | | b) Testicular mass proved due to malignancy should be rejected | b) Testicular mass proved due to malignancy should be rejected |
| | | c) Renal stones of above 4mm can be accepted after treatment/Lithotripsy provided renal functions are proved normal by USG/other test | c) Renal stones of above 4mm can be accepted after treatment/Lithotripsy provided renal functions are proved normal by USG/other test. |

| | | | |
|---|--|--|--|
| 9 (Cont nd.) | Genito Urinary System | d) Mobile kidney/single kidney/Horse shoe shaped kidney can be accepted, after thoroughly investigating by Isotope scan and other relevant tests and after urologist's opinion. | d) Mobile kidney/single kidney/Horse shoe shaped kidney can be accepted, after thoroughly investigating by Isotope scan and other relevant tests and after urologist's opinion. |
| | | e) Poly cystic kidney to be rejected | e) Poly cystic kidney to be rejected |
| | | f) All Genito urinary infections can be accepted after treatment. | f) All Genito urinary infections can be accepted after treatment. |
| | | g) Cases of Renal Transplant may be rejected in the event a Medical Examination Report suggests that the condition is unfit to render service. | g) Cases of Renal Transplant may be rejected in the event a Medical Examination Report suggests that the condition is unfit to render service. |
| 10 | Breast (Shifted from Gynaecology) | Any Lump in the Breast to be operated before joining & malignancy to be excluded. | Any Lump in the Breast to be operated before joining & malignancy to be excluded. |
| 11 | HBsAg positive cases | HBsAg (Australian Antigen) + ve, without complication may be accepted. | HBsAg (Australian Antigen) + ve, without complication may be accepted. |
| 12 | Nervous System | | |
| A | Speech / Gait | It should be Normal & abnormality to be evaluated thoroughly before appointment | It should be Normal & abnormality to be evaluated thoroughly before appointment |
| B | Nystagmus | Candidate with Nystagmus should be evaluated by a competent neurologist for fitness of the specific job. | Candidate with Nystagmus should be evaluated by a competent neurologist for fitness of the specific job. |
| C | Motor system | Should be Normal | Should be Normal |
| | | a) Candidates should not be suffering from chronic neurological diseases however, congenital facial palsy is accepted. | a) Candidates should not be suffering from chronic neurological diseases however, congenital facial palsy is accepted. |
| | | b) Epilepsy Candidates under regular treatment may be accepted only for desk jobs. | b) Epilepsy Candidates under regular treatment may be accepted only for desk jobs. |
| 13 | Musculoskeletal System | Only progressive musculoskeletal disorders should be considered as disqualification. Non-progressive congenital abnormality should be evaluated by neurologist before fitness for the specific job. | Only progressive musculoskeletal disorders should be considered as disqualification. Non-progressive congenital abnormality should be evaluated by neurologist before fitness for the specific job. |
| | | Muscular dystrophies can be considered under physically handicapped quota. | Muscular dystrophies can be considered under physically handicapped quota. |
| 14 | Gynaecology | a) Fibroid uterus, Ovarian cyst should be removed before appointment, if symptomatic & clinically significant. | a) Fibroid uterus, Ovarian cyst should be removed before appointment, if symptomatic & clinically significant. |
| | | b) Pregnant women shall not be appointed till the confinement is over. They can be made fit any time after six weeks, but not later than six months from the date of delivery. | b) Pregnant women shall not be appointed till the confinement is over. They can be made fit any time after six weeks, but not later than six months from the date of delivery. |
| | | c) Married female candidates of reproductive age should undergo pregnancy test and Ultrasound Sonography of Abdomen and Pelvis prior to the actual date of joining, if there is a time gap of one month or more from the date of pre-medical examination and actual date of joining/reporting. | c) Married female candidates of reproductive age should undergo pregnancy test and Ultrasound Sonography of Abdomen and Pelvis prior to the actual date of joining, if there is a time gap of one month or more from the date of pre-medical examination and actual date of joining/reporting. |

| | | | |
|---|-------------------------|---|---|
| 15 | Psychiatry | Schizophrenia, paranoid disorder, alcohol dependence, Presenile Dementia & Drug addicts are not suitable. | Schizophrenia, paranoid disorder, alcohol dependence, Presenile Dementia & Drug addicts are not suitable. |
| 16 | Endocrine System | | |
| A | Diabetes Mellitus | If blood sugar level, HbA1C are normal with or without treatment and no target organ damage can be accepted. | If blood sugar level, HbA1C are normal with or without treatment and no target organ damage can be accepted. |
| B | Thyrotoxicosis | Can be considered if under control with drug therapy and there are no complications proved by investigation. If initial thyroid function is abnormal they are temporarily unfit (minimum 6 wks) and can be made fit, if thyroid functions are normal after treatment. | Can be considered if under control with drug therapy and there are no complications proved by investigation. If initial thyroid function is abnormal they are temporarily unfit (minimum 6 wks) and can be made fit, if thyroid functions are normal after treatment. |
| C | Goiter & Hypothyroidism | Cases of goiter to be evaluated fully & cases of Hypothyroidism can be considered if good control with drug therapy & there are no complications proved by investigations. | Cases of goiter to be evaluated fully & cases of Hypothyroidism can be considered if good control with drug therapy & there are no complications proved by investigations. |
| D | Acromegaly | Acromegaly cases unsuitable for employment | Acromegaly cases unsuitable for employment |
| 17 | Malignancy/ Cancer | It should be considered as Unfit for employment. All pre malignant conditions should be thoroughly investigated before giving fitness. They should be biopsied and if found pre-malignant should be treated accordingly and will be reviewed after 3 months. If biopsy reveals malignancy to be rejected. | It should be considered as Unfit for employment. All pre malignant conditions should be thoroughly investigated before giving fitness. They should be biopsied and if found pre-malignant should be treated accordingly and will be reviewed after 3 months. If biopsy reveals malignancy to be rejected. |
| <p>Note: (a). Wherever time is not specified for re-evaluation, the same will be done within a maximum period of 3 months from the original date of examination, wherein the candidate was declared temporarily unfit.</p> <p>(b). As far as possible, specialist / super specialist opinion to be taken from empanelled hospitals , where the expertise is not available internally.</p> | | | |