

Dear Staff Member,

**RE: MEDICAL EXAMINATIONS UPON ADMISSION FOR WORK**

A new employee is required to take general medical examinations within two months of starting work in the event that he/she is exposed to the factors set out below during the work.

**Failure to undergo medical examinations for employees (according to the type of exposure) constitutes a violation of the Safety Regulations!! It is therefore your personal responsibility to undergo these examinations.**

Indication next to each factor whether or not you will be exposed to it.

1. Exposure to ionizing radiation:    \_\_\_ Yes \_\_\_           No \_\_\_
2. Exposure to harmful noise:       \_\_\_ Yes \_\_\_           No \_\_\_
3. Exposure to hazardous materials: \_\_\_ Yes \_\_\_           No \_\_\_

If you answered yes, please indicate which materials:

\_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,

**The form must be returned together with the form kit to Human Resources.** First name: \_\_\_\_\_ Surname: \_\_\_\_\_

ID #: \_\_\_\_\_

Department: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

e:mail: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Superior: \_\_\_\_\_ Position: \_\_\_\_\_ Signature: \_\_\_\_\_

Contact details of superior (e-mail and telephone):

\_\_\_\_\_

**If you are pregnant and work in a lab, please immediately contact the Safety Department at telephone: 08-6461551. You are also required to report to the head of the lab.**

Sincerely,

Human Resources Department