



REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL HOSPITAL-795004
(An Autonomous Institute under the Ministry of Health & Family Welfare, Govt. of India)

No. 43/SAP/2017-18

Imphal, the 30th Dec., 2017

To

The Secretary
Centre for Research on Environmental Development
Imphal

Sub: Hiring of volunteers/labours in connection with the SAP 2017-18 – reg.

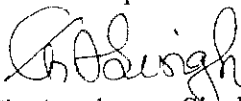
Dear Sir,

As decided in the meeting held on 22/12/2017 in the office chamber of the Director, RIMS, Imphal under the chairmanship of the Director, RIMS, Imphal, the Centre for Research on Environmental Development, Imphal is allowed to execute the works as mentioned in the **Annexure – I** with the hiring of not more than 30 (thirty) volunteers/labours per month @ not exceeding Rs. 300/- (Rupees three hundred) per day in connection with the implementation of Swachhta Action Plan 2017-18 in the institute. The institute, in future, may also assign to execute other works which is not included in the Annexure – I from time to time as per institute requirements.

It includes organization/observation of clean and hygienic awareness program and cleaning of hospital, hostels, Dental College, College of Nursing, campus etc. and also removal of all unserviceable, obsolete and unusable items etc. During the program, painting of trees in the campus. The same volunteers/labours shall also be involved for beautification program under Horticulture with landscaping program.

The above program shall be continued till the end of March, 2018 and the statement of monthly expenditure may be submitted to the office of the undersigned through the OSD, SAP 2017-18, RIMS, Imphal.

If you accept the proposal, you may please submit the acceptance letter to the OSD, SAP-2017-18 on or before 2nd January, 2018.



(Prof. Ch. Arunkumar Singh) 30/12/17
Medical Superintendent
Regional Institute of Medical Sciences Hospital,
Imphal

Memo No. 43/SAP/2017-18:

Imphal, the 30th Dec., 2017

Copy to:-

1. The PS to Director, RIMS, Imphal.
2. The OSD, SAP 2017-18, RIMS, Imphal
3. The Deputy Director (Admn), RIMS, Imphal
4. The CAO/FA, RIMS, Imphal
5. The Accounts Officer, RIMS, Imphal
6. The President/Secretary, CRED, RIMS, Imphal
- ✓ 7. The System Administrator, RIMS, Imphal – for uploading in the RIMS website and also a separate webpage may be available only for Swachhta Action Plan being implemented in RIMS, Imphal
8. File concerned.


(Prof. Ch. Arunkumar Singh)
Medical Superintendent
Regional Institute of Medical Sciences Hospital,

ROAD SHOW PROGRAM
SWACHHTA ACTION PLAN (SAP)
List of activities to be performed during the month of Jan – Mar, 2018

Sl. No.	Date	Place	Activities to be performed	Who will involved
1.	2 nd to 8 th Jan., 2018	UG Gents Hostel 1,2,3 & 4, Pg Gents Hostel	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees.	30 volunteers, staffs and students of the respective Hostels
2.	9 th to 12 th Jan., 2018	UG Ladies Hostel 1, 2 & PG Ladies Hostel 1	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees.	30 volunteers, staffs and students of the respective Hostels
3.	13 rd to 15 th Jan., 2018	Ladies Hostel No. 3 including Dental Hostel blocks A,B,C & D	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees	30 volunteers, staffs and students of the respective Hostel
4.	16 th to 18 th Jan., 2018	Dental College, Nursing College including hostel, Dharmashala Hostel, Football ground including any other places suggested by the authority	Cleaning of Dental College campus, College of Nursing and its hostel, hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees	30 volunteers, staffs and students of the colleges
5.	19 th to 21 st Jan., 2018	3 selected Colleges & 3 Higher Secondary School	To give awareness to the students	30 volunteers, staffs and officials
6.	1 st to 7 th Feb., 2018	UG Gents Hostel 1,2,3 & 4, Pg Gents Hostel	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees.	30 volunteers, staffs and students of the respective Hostels
7.	8 th to 11 th Feb., 2018	UG Ladies Hostel 1, 2 & PG Ladies Hostel 1	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees.	30 volunteers, staffs and students of the respective Hostels

8.	12 rd to 14 th Feb., 2018	Ladies Hostel No. 3 including Dental Hostel blocks A,B,C & D	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees	30 volunteers, staffs and students of the respective Hostel
9.	15 th to 17 th Feb., 2018	Dental College, Nursing College including hostel, Dharmasala Hostel, Football ground including any other places suggested by the authority	Cleaning of Dental College campus, College of Nursing and its hostel, hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees	30 volunteers, staffs and students of the colleges
10.	18 th to 20 th Feb., 2018	3 selected Colleges & 3 Higher Secondary School	To give awareness to the students	30 volunteers, staffs and officials
11.	1 st to 7 th March, 2018	UG Gents Hostel 1,2,3 & 4, Pg Gents Hostel	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees.	30 volunteers, staffs and students of the respective Hostels
12.	8 th to 11 th March, 2018	UG Ladies Hostel 1, 2 & PG Ladies Hostel 1	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees.	30 volunteers, staffs and students of the respective Hostels
13.	12 rd to 14 th March, 2018	Ladies Hostel No. 3 including Dental Hostel blocks A,B,C & D	Cleaning of hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees	30 volunteers, staffs and students of the respective Hostel
14.	15 th to 17 th March, 2018	Dental College, Nursing College including hostel, Dharmashala Hostel, Football ground including any other places suggested by the authority	Cleaning of Dental College campus, College of Nursing and its hostel, hostels, campus, drains etc. and removal of all unserviceable, obsolete and unusable items etc. for subsequent disposal, painting of trees	30 volunteers, staffs and students of the colleges
15.	18 th to 20 th March, 2018	3 selected Colleges & 3 Higher Secondary School	To give awareness to the students	30 volunteers, staffs and officials

1. In addition, the volunteers/labours shall be utilised in the beautification of the hospital and institute campus by deploying them in the horticulture and landscaping works.
2. Every month awareness program on health & hygiene program by the staff, students and staff