



क्षेत्रीय आयुर्विज्ञान संस्थान, इंपाल: मणिपुर
REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL, MANIPUR
 (स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्थान)
 (An Autonomous Institute under the Ministry of Health & Family Welfare, Govt. of India)

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 0385-2414750
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 website : www.rims.edu.in

M E M O R A N D U M

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No. GEN/Ann/1/2025-Gen Sec: The Annual report for the year 2024-2025 (01/04/2024 to 31/03/2025) of RIMS, Imphal, has to be submitted to the Ministry of Health & Family Welfare, Govt. of India, New Delhi. Accordingly, the following officers are hereby requested to furnish the requisite information pertaining to their Colleges/Departments/Units/Sections etc. for the period from 01/04/2024 to 31/03/2025 to the undersigned, as per the enclosed format:-

- i) Medical Superintendent, RIMS Hospital, Imphal
- ii) Dean (Academic), RIMS, Imphal
- iii) Principal of Dental College, RIMS, Imphal
- iv) Principal of College of Nursing, RIMS, Imphal
- v) All Heads of Departments/Units/Sections, RIMS, Imphal
- vi) Co-ordinator, MEU & Telemedicine Centre i/c, RIMS, Imphal
- vii) Project Director (PPP), RIMS, Imphal
- viii) Officer of Games & Sports, RIMS, Imphal
- ix) Librarian i/c,, RIMS, Imphal
- x) Executive Engineers(both Civil & Electrical), RIMS, Imphal
- xi) Medical Record Officer, RIMS, Imphal

2. The requisite information in MS Word format (both in hard and soft copy) may be sent to the undersigned, **on or before Thursday, the 30th May, 2025 without fail.** The soft copy may be e-mailed at **rims.imphal@gov.in.**

3. This issues with the approval of the Director, RIMS, Imphal.

Sd/-

(R.K. Mecolt Singh)
 Deputy Director (Admn.).

Copy to:-

1. The P.S. to Director, RIMS, Imphal.
2. The Medical Supdt., RIMS Hospital.
3. The Dean (Academic), RIMS, Imphal.
4. The Principal, Dental College, RIMS, Imphal.
5. The Principal, College of Nursing, RIMS, Imphal.
6. All Heads of Departments/Units/Sections, RIMS, Imphal.
7. The Project Director (P.P.P.), RIMS, Imphal.
8. The Co-ordinator, MEU, RIMS, Imphal.
9. Prof. in-charge, Telemedicine Centre, RIMS, Imphal.
10. Officer in-charge, Games & Sports, RIMS, Imphal.
11. Librarian i/c,, RIMS, Imphal.
12. Executive Engineers(both Civil & Electrical), RIMS, Imphal.
13. Medical Record Officer, RIMS, Imphal.

Signed by

Mecolt Rajkumar Singh

Date: 08-04-2025 22:29:30

(R.K. Mecolt Singh)
 Deputy Director (Admn.).