



C I R C U L A R

Imphal, the 4th May, 2026

NO.120/Misc.Matter/RIMS/24: All staff of RIMS Hospital, Imphal are hereby informed that Adverse Drug Reaction (ADR) Monitoring Centre (AMC), Department of Pharmacology is functional with the appointment of Pharmacovigilance Assistant.

All staff are hereby instructed to:

- Report all suspected Adverse Drug Reactions (ADRs) promptly.
- Share relevant clinical details in a timely and accurate manner.
- Maintain close coordination with the ADR Monitoring Centre (AMC).

In the event of any suspected ADR, reporting and assistance may be facilitated through:

- Mobile/WhatsApp: 9612092709 / 9612156636 / 9612901146
- Email: cantumaibam@gmail.com

The Pharmacovigilance Assistant, along with AMC members, will also visit various departments periodically to strengthen coordination, provide necessary support, and facilitate ADR reporting.

All staff are requested to comply with the above instructions in the interest of patient safety and quality healthcare delivery.

(Prof. N. Sanjib Singh)
Medical Superintendent,
RIMS Hospital, Imphal.

Copy to:-

1. The P.S. to Director - *for kind information of the Director, RIMS, Imphal*
2. The Principal, Dental College, RIMS, Imphal.
3. The Principal, College of Nursing, RIMS, Imphal.
4. All Heads of Department/Section/Unit, RIMS & RIMS Hospital, Imphal.
5. The Deputy Director (Admn.), RIMS, Imphal.
6. The Chief Nursing Officer i/c, RIMS Hospital, Imphal.
7. All the Deputy & Asst. Nursing Superintendent, RIMS Hospital, Imphal
8. The Stewards, RIMS Hospital, Imphal.
9. All Sister i/c, RIMS Hospital, Imphal.
10. The System Administrator, RIMS, Imphal- *to upload the same on the RIMS, Official website.*
11. Concerned file.