



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)

Phone : 0385-2414720  
0385-2414730  
e-mail : rims@rims.edu.in  
website : www.rims.edu.in

**C I R C U L A R**

\*\*\*

Subject: Mandatory submission of Information on upcoming Conference/Events  
for notifying on RIMS' website - reg.

No.GEN/MISC/65/2025-CAO/FA:

19143

This is to inform all Departments, Dental College, and College of Nursing, that the details of all upcoming Conferences/Events must be submitted to the IT Cell, at least one month prior to the scheduled Event, so as to ensure their timely notification on the official website of RIMS, Imphal.

2. This directive is intended to facilitate better communication, coordination, and visibility of all Conferences/Events organized by RIMS, Imphal.
3. All concerned Departments/Colleges are accordingly, requested to strictly comply with this directive, with immediate effect.
4. This issues with the approval of the Director, RIMS, Imphal.

Signed by

Mecolt Rajkumar Singh

Date: 05-09-2025 14:35:57

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

Copy to:-

1. The P.S. to the Director, RIMS, Imphal - for kind information of the Director, RIMS, Imphal
2. The Medical Superintendent, RIMS Hospital, Imphal
3. The Dean (Academics) i/c, RIMS, Imphal
4. All HoDs/ Unit Heads, RIMS Hospital, Imphal
5. The Principal, Dental College, RIMS, Imphal
6. The Principal, College of Nursing, RIMS, Imphal
7. The P.A.(i/c) to Deputy Director (Admn.), RIMS, Imphal
8. The P.A. to Chief Accounts Officer cum FA, RIMS, Imphal
9. The System Administrator, RIMS, Imphal - for uploading to the official website
10. Concerned File