



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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C I R C U L A R

No.ACCT/GCOI/1/2026-Accounts Section: In terms of Bye-law No. 10(vii) of the Institute, Permanent Advance/Imprest is granted to the Medical Superintendent, Heads of Departments/ Units/ Sections/Officers, etc., to meet day-to-day contingent and emergent expenditure, subject to the provisions contained in the General Financial Rules.

2. With a view to enhancing accountability and improving the efficiency of financial management, all concerned Heads of Departments/Sections/Units/Hostel Wardens are hereby requested to open a designated bank account exclusively for the purpose of operation of imprest funds. The details of such bank accounts may be furnished to the Accounts Section in the Administrative Block at the earliest.
3. The said account shall be operated singly by the Imprest Holder or by any official of the concerned Department/Unit duly authorized by the Imprest Holder.
4. All concerned Heads of Departments/Units/ Sections/ Officers are requested to contact the Accounts Officer for any clarification or to obtain further details in this regard.
5. This issues with the approval of the Director.

(Kh. Tomba Meetei)
 Chief Accounts Officer/FA

Copy to:-

1. PS to Director, RIMS, Imphal
2. Medical Superintendent, RIMS Hospital, Imphal
3. Dean Academic i/c, RIMS, Imphal.
4. All HOD's, RIMS, Imphal.
5. Principal, Dental College, RIMS, Imphal
6. Principal, College of Nursing, RIMS, Imphal.
7. PA to DDA, RIMS, Imphal.
8. PA to CAO cum FA, RIMS, Imphal.
9. Accounts Officer, RIMS, Imphal.
10. All Units/Sections/Hostels Warden RIMS, Imphal.
11. The System Administrator, RIMS Imphal- *for uploading this circular to the RIMS website.*
12. Order Book.

