

## REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL

### 1. Why should I choose RIMS Imphal?

The Regional Institute of Medical Sciences (RIMS Imphal) is a well-established reputed health institute with:

- Adequate qualified faculty members,
- Well-equipped with state-of-the-art equipment,
- Offering different courses including super-specialty, and
- Students from diverse backgrounds staying in unity.

### 2. Who and what are we?

#### 2.1. Background

The Institute came into existence after the tireless efforts of a few visionaries and was nurtured by great luminaries of the 1960s. It started as a 300 bedded General Hospital, which was inaugurated by Shri Y.B. Chavan, the then Union Home Minister on October 22, 1968. It is still being used as the main hospital block of the institute. On May 22, 1972, the foundation stone of the first-ever medical college, on the soil of Manipur, having the name, Manipur Medical College was laid by Shri B.K. Nehru, the then Governor of Manipur.

The Medical College was established as a joint venture of the Northeastern States. On September 14, 1972, the name of the College was changed to Regional Medical College, Imphal. The College was later renamed Northeastern Regional Medical College under the management of the Northeastern Regional Medical College Society. From August 1976, it was run under the Ministry of Home, Government of India and was the only medical college run by the Ministry of Home. Nearly 19 years later, the College was again renamed as Regional Institute of Medical Sciences and its management was taken over by NEC, Ministry of DoNER, Government of India from April 1, 1995. Exactly after 12 years, on April 1, 2007, the Institute was transferred to the Ministry of Health & Family Welfare, Government of India.

It is an institution of regional importance catering to the needs of the Northeastern Region in the field of medical education by providing undergraduate and post graduate courses, bringing together in one place the educational facilities for the training of personnel in all important branches of medical specialties. The College of Nursing started in December 2009 with an intake capacity of 50 students for B.Sc. (Nursing) course. The Dental College started in July 2012 for BDS course with an annual intake of 50 students. The objective of this premier institute is to impart quality medical education and ameliorate the health condition of the composite population of the northeastern region. The RIMS is 1176 bedded teaching hospital, equipped with modern state-of-the-art equipment and teaching facilities running undergraduate degree, postgraduate degree, super-specialty degree, BDS, B.Sc. (Nursing), M.Sc. (Nursing), and other allied courses. The hospital normally provides services to more than 3.7 lakh outdoor patients and admits over 42 thousand patients in a year. It has MEDLINE access from WHO, Tele-medicine Centre, Regional Medical Library, Advanced Hospital Information and Management System, etc. The Institute is affiliated with Manipur University, Imphal and fulfils the prescribed norms of the National Medical Commission.

## **2.2. Management**

The Institute, at present, is managed by a society named **REGIONAL INSTITUTE OF MEDICAL SCIENCES SOCIETY** in a two-tier system – (a) The Board of Governors, chaired by the Honorable Union Minister of Health & Family Welfare, Govt. of India and (b) The Executive Council, chaired by the Secretary, Ministry of Health & Family Welfare, Government of India.

Under the existing administrative set-up, the highest decision-making body is the Board of Governors. The Executive Council is responsible for the management of the Institute. The Secretary, Ministry of Health & Family Welfare, Government of India is the Chairman of the Executive Council, while the Director, head of the Institute, is the Secretary. The Director is responsible for the day-to-day business transaction and administration of the Institute.

**The Board of Governors** consists of the following members. The Union Minister, Health and Family Welfare heads the Board as the President and Chief Minister of Manipur serves as the Vice-President. Health Ministers of the beneficiary states, a representative from the Niti Aayog, Secretary H&FW (GoI), Secretary DoNER (GoI), Secretary NEC Shillong, DGHS (GoI), President, NMC, Additional Secretary & FA (GoI), Vice Chancellor MU, and Joint Secretary in charge RIMS (GoI) serve as members of the Board. The Director RIMS Imphal serves as the Member Secretary of the Board.

The **Executive Council** is constituted of the following members. Secretary, Ministry of H&FW (GoI) acts as the Chairman of the Council. Secretary, NEC Shillong serves as the Vice-Chairman. DGHS or a representative (GoI), Additional Secretary & FA or a representative (GoI), Joint Secretary looking after the affairs of the Institute (GoI), Commissioners/Secretaries (Health) or representatives of the beneficiary states, Joint Secretary DoNER (GoI), Medical Superintendent RIMS Imphal and Representative of the Academic staff of the Institute serve as members of the Council. The Director, RIMS Imphal acts as the Member Secretary of the Council.

## **2.3. Aims & objectives**

**The objectives of the Society (hereinafter referred to as Institute) are:**

1. To impart, promote and diffuse knowledge and education for undergraduate and postgraduate students of medical science including super-specialist, and doctoral courses to provide advanced and specialized medical facilities of the highest level in selected specialities, and to serve as a regional referral service centre for comprehensive health care for the northeastern region
2. To create, provide, run, and manage facilities and set up the well-equipped hospital(s) for comprehensive health care of excellence – including diagnosis, treatment, cure, prevention and rehabilitation
3. To impart and promote education and conduct training in all para-medical and other supportive courses to enrich the quality of medical diagnosis, treatment, and rehabilitation and for the purpose of establishing institutions in the related fields
4. To conduct research and development activities – basic or applied in any branch of medical science and related fields
5. To develop, encourage, initiate, or promote facilities for the discovery, improvement, or development of new methods of diagnosis, understanding and prevention and treatment of diseases

6. To develop and enrich the human resource value in medical science and other allied and supportive activities to meet the need of the region
7. To hold examinations, grant and award certificates, diplomas and degrees in accordance with the rules and regulations of various national level regulatory authorities in medical and paramedical disciplines and the university to.
8. To contribute, coordinate and participate in various health care programs undertaken by the Central and Beneficiary State Governments and other Government agencies including Northeastern Council
9. To organize, arrange and encourage continuing medical education by way of seminars, conferences workshops of either regional or national or international level in any specialty and to facilitate the participation, contribution and sharing to such continuing medical education programs organized by other institutions and agencies and to carry out exchange programs including overseas with other institutions engaged in similar activities for sharing knowledge and expertise in the field of medical science
10. To receive grants, contributions from the Government and other government agencies, gifts, donations, subscriptions and loans from any organization, a person either in the form of cash or movable or immovable assets in furtherance of the objects of the society and to accept donations for the purpose of instituting meritorious awards and prizes.
11. To charge, and collect fees from the students, trainees, and patients for the services rendered
12. To acquire, take on lease or hire any immovable property and movable assets for the purpose of carrying out the objects of the institute
13. To sell, exchange and transfer any immovable property
14. To engage or appoint any person to teaching, non-teaching and supportive posts of any description, experts, consultants, architects, accountants, etc. for carrying out the objectives of the institute
15. To invest the funds of the institute which are not required for immediate use in the securities of Central and State governments and other securities of public sector undertakings
16. To create and institute funds for specific purposes for the furtherance of the objectives of the institute
17. To perform a such act which is conducive and ancillary and incidental to the attainment of the objectives of the institute.

#### ***2.4 Mission of the Institute***

To produce competent and compassionate healthcare personnel and to serve the nation, particularly the northeast region by providing comprehensive, affordable, and quality healthcare.

#### ***2.5 Vision of the Institute***

To become a leading centre of excellence in medical education, health research and provision of health care in the country, particularly in the northeast region

#### ***2.6 Core Values of the Institute***

- Accountability
- Aptness
- Quality
- Competency
- Dynamism
- Diversity
- Transparency

- Trust
- Compassion
- Community responsiveness
- Innovation

### 3. Curriculum and Courses

The Institute offers the following recognized courses:

MBBS	– Recognized by the NMC
MD/MS/Diploma	– Recognized by the NMC
M.Ch./D.M.	– Recognized by the NMC
Ph. D	– Recognized by MU
M Sc Nursing	– Recognized by the INC
B Sc Nursing	– Recognized by the INC
BDS	– Recognized by the DCI
M. Phil (Clinical Psychology)	– Recognized by the RCI
BASLP	– Recognized by the RCI
B Sc (Medical Laboratory Technology)	– Recognized by MU
B Sc (Medical Radiology Imaging Technology)	– Recognized by MU

#### 3.1. MBBS Course

Intake capacity - 125 per year

#### Seats are distributed as under

i. Arunachal Pradesh	-	07
ii. Manipur	-	30
iii. Meghalaya	-	13
iv. Mizoram	-	07
iv. Nagaland	-	10
v. Sikkim	-	05
vi. Tripura	-	13
vii. All India Quota	-	19 (15% of 125)
ix. EWS	-	11 (10% of the remaining 106)
x. NE (Open)	-	10

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**Total**                      **125**

The candidates for the beneficiary states are selected by the respective State Governments and are admitted solely on the nomination of the concerned state authorities. The following rules shall be applied while admitting a candidate to the course.

- Selection and Admission of students of all the categories shall be done strictly based on NEET-UG 2023 ranking.
- Selection of the students for the categories listed above in Serial No. ix and its leftover seats shall be done as per rules governing EWS quota. These seats are open to candidates of the beneficiary states. It will be done through RIMS Counselling, which will be notified later.
- Selection of the students for the categories listed above in Serial No. X and reverted AIQ seats (if any) shall be done through State/RIMS Counselling, which will be notified later. These seats shall be categorized as “unreserved” and opened to all.

- d. No candidate will be admitted after the last date of admission as announced by the University/NMC.
- e. No candidate is eligible for admission if he/she is found guilty of misconduct or convicted of an offence involving moral turpitude.
- f. The rules to be observed at the time of admission shall include the criteria of the standard of fitness.
- g. Candidates should deposit prescribed fees that are fixed by the University and RIMS Imphal authority from time to time at the time of admission (Clauses 21.A.1&21.B.1). In case, the fees are not paid within the stipulated date, a fine of Rs. 5 (Rupees five) per day will be charged up to one month from the due date. Subsequently, the name of the defaulter will be automatically struck off the rolls. Such defaulting students may, however, be allowed to join the course with the permission of the Director on payment of all dues and re-admission fee. Application for exemption of fine will not be considered except under special circumstances.

### **Syllabi, Curriculum, Attendance and Examination**

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by National Medical Commission and Manipur University. Undergraduate students must attend a minimum of 75% attendance in lectures, seminars, group discussions, tutorials, demonstrations, practical and hospital/clinics.

No student shall be promoted to Phase II MBBS until she/he has passed the Phase I MBBS examination. Students, who failed the Phase II MBBS examination, shall not be allowed to appear in the Phase III Part I examination. Passing of the Phase III Part I is mandatory to appear in the Phase III Part II examination. Any student failing to complete MBBS course within 10 years of entry into the Institute shall cease to be a student. Leave rules are given below in Rules and Regulations. In order pass University examination, for subject having more than one paper, a student must secure 50% mark overall separately for theory and practical with not less than 40% in any of the paper.

Migration to and from this Institution shall be governed by the guidelines of the NMC/and Manipur University.

### **Details of Course**

(a) Duration	-	Four and half year
(b) Internship	-	One year
(c) Admission	-	} to be notified in the RIMS website
(d) Starting of class	-	
(e) Duration of each Phase	-	
(h) University Examination	-	
(i) Vacations for students	-	
(j) Fresher's day	-	
(k) RIMSAM	-	

### **Uniform (MBBS)**

The students should wear the following prescribed uniforms.

#### **In summer**

##### ***Gents***

1. Apron – white full sleeves  
&

##### ***Ladies***

1. Apron – white full sleeves  
&

- Shirt – white shirt  
2. Trousers – black

- Blouse – white  
2. Saree/Salwar/Phanek– plain

**In winter**

1. RIMS Official Suit

1. RIMS Official Coat/Suit  
2. Saree/Salwar/Phanek– plain

**3.2. Post-graduate Courses (MD/MS/Diploma)**

Intake capacity - 166 per year

The post-graduate courses are opened in the following subjects:

Sl.No.	Department	Course	No.of seats
i.	Anatomy	MD	06
ii.	Biochemistry	MD	07
iii.	Physiology	MD	08
iv.	Community Medicine	MD	08
v.	Forensic Medicine& Toxicology	MD	03
vi.	Microbiology	MD	04
vii.	Pathology	MD	06
viii.	Diploma in Clinical Pathology (DCP)	Diploma	02
ix.	Pharmacology	MD	04
x.	Anesthesiology	MD	20
xi.	Dermatology	MD	04
xii.	General Medicine	MD	16
xiii.	General Surgery	MS	16
xiv.	Obstetrics &Gynecology	MS	13
xv.	Ophthalmology	MS	05
xvi.	Orthopedics	MS	07
xvii.	Otorhinolaryngology	MS	06
xviii.	Pediatrics	MD	05
xix.	Physical Medicine & Rehabilitation	MD	04
xx.	Psychiatry	MD	03
xxi.	Radiodiagnosis	MD	06
xxii.	Radiation Oncology	MD	04
xxiii.	Respiratory Medicine	MD	06
xxiv.	Sports Medicine	MD	01
xxv.	Transfusion Medicine	MD	02
<b>Total</b>			<b>166</b>

**Seat distribution**

**Category**

**(A) Open**

- All India Quota– 50% of the available seats
- RIMS Graduates from Northeast Region (Open): Only students who belong to the beneficiary states (of the institute) and passed out from the Regional Institute of Medical Sciences, Imphal are eligible under this category
- RIMS-AIQ Graduates: Students admitted to RIMS Imphal under AIQ holding MBBS degree
- Non-RIMS NE-Graduates: The candidate must be an Indian national from NE Region of India except Assam holding an MBBS degree from any NMC recognized

Medical Institute except RIMS, Imphal, and has obtained permanent registration from NMC or any State Medical Council

- e. Open category (Residing in the beneficiary states of RIMS for the year 2023-24)  
The candidate must be an Indian national from North-Eastern Region of India (beneficiary states) except Assam holding MBBS degree from any NMC recognized Medical Institution and must have obtained permanent registration from NMC or any State Medical Council.

**(B) In-service sponsored candidates**

Candidates from the beneficiary states of Arunachal Pradesh, Manipur, Mizoram, Meghalaya, Nagaland, Sikkim, and Tripura, who are employed preferably on regular basis.

The distribution of the seats is based on a roster which is usually approved by the Executive Council, RIMS, Imphal.

A candidate can submit only one form either for the open or sponsored category for a given session. No candidate who has already obtained an MD/MS degree is eligible to apply. Candidates, who had surrendered seats during the mid-course, will not be considered for admission for the next 2(two) consecutive years.

**Details of Course**

- |                       |   |                  |
|-----------------------|---|------------------|
| (a) Duration (MS/MD)  | - | 3 years          |
| (b) Diploma           | - | 2 years          |
| (c) Admission         | - | } to be notified |
| (d) Starting of class | - |                  |
| (e) Examination       | - |                  |

**Mode of selection**

Based on NEET-PG score/mark

**Submission of application**

- a) The candidate should fill in the application form in his/her own handwriting, clearly and legibly. The filled-in application should reach the Office of the Director, RIMS, Imphal on or before the specified date (delayed due to the Covid-19 pandemic). No application received thereafter shall be entertained.
- b) **Application Form** can be downloaded from the Institute's website-[www.rims.edu.in](http://www.rims.edu.in). The candidates are required to pay the requisite counselling fees by online transfer to the following Bank Account and the proof of payment should be submitted by mentioning the transaction details. Candidates should also write their names in the 'remark' space while making the transfer.

**Bank Details:**

Name of Bank: Bank of Baroda, RIMS Branch, Lamphelpat, Imphal

Name of Account: 59150100002532

IFSC Code: BARB0RIMIMP (0=Zero)

Counselling Fee: Rs.2000/- (Rupees two thousand only)

- c) The Counseling Fee is non-refundable.
- d) Incomplete application forms shall be rejected, and no correspondence will be entertained by the Institute in this regard. Application forms received after the last date of submission of applications will not be entertained.

- e) Application of all in-service candidates should be routed through his/her employer irrespective of sponsorship by the organization.

### **Selection of students**

Candidates securing the required percentile as fixed by MCC shall be considered eligible for admission to Post-Graduate Medical Courses, subject to the availability of seats.

For the reverted AIQ (if any) and vacant seats, a state-level counselling for selection of students shall be done. Dates of counseling will be decided by a State Level Combined PG Counseling Committee. Candidates are required to be present with all relevant original documents. Choice of discipline allocated based on personal counseling shall be final and no request for subsequent change of subject or mutual exchange of disciplines will be entertained.

In case of two or more candidates obtaining equal NEET-PG scores, the Inter-se-merit of such candidates shall be determined in order of preference as follows:

- a) Seniority, in case of in-service candidates.
- b) Minimum number of attempts in the MBBS Examination.
- c) Candidate securing higher percentage of marks in the Final MBBS Examination.
- d) Candidate obtaining higher marks in concerned subject in the MBBS Examination.
- e) According to age, older will get preference over younger candidates.

Documents to be produced in original during counselling

- i) Admit card and rank letter of NEET-PG, 2023
- ii) Acknowledgement slip issued by RIMS, Imphal on submission of the prescribed Form for PG seat in RIMS, Imphal.
- iii) All marks sheets for MBBS examinations
- iv) Rotatory internship certificate
- v) Attempt certificate
- vi) Original degree certificate
- vii) Permanent Registration certificate
- viii) Age proof certificate
- ix) Domicile certificate
- x) Caste certificate
- xi) Appointment order/civil service order list for sponsored category.

### **Admission**

Following personal counselling, a final selection list will be published, and the candidates are required to get themselves admitted on or before on the specified date by paying necessary fees (Clause 21A.2 & 21.B.2) and surrendering the following original documents to the Academic Section, Regional Institute of Medical Sciences, Imphal.

- i. Permanent NMC/State Council Registration Certificate
- ii. Marks sheets of MBBS Examinations (1<sup>st</sup>, 2<sup>nd</sup> & Final)
- iii. University Degree certificate of MBBS

On admission, the Original Certificates of Medical Registration, mark sheets (1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Professionals) and Degree Certificate of candidates shall be retained in the Academics Section, RIMS and the same will not be returned to the candidate before completion of the course. For their own convenience, one set of xerox copies of the documents may be retained with the

candidates. ***For details, refer to the Rules and Regulation section below.*** Any dispute arising thereof shall be under the discretion of Postgraduate Selection Committee of RIMS. Any legal disputes pertaining to the selection of candidates shall fall within the jurisdiction of Manipur High Court, Imphal Bench.

### **Contract**

There will be Compulsory Senior Residency for a period of one year for all the non-sponsored candidates (open category) of clinical subjects and they are required to execute a bond of Rs.20,00,000(twenty lakhs only) at the time of admission.

Migration/transfer of students undergoing any postgraduate course shall not be permitted.

### **Syllabi, Curriculum, Attendance and Examination**

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by National Medical Commission and Manipur University.

### **Thesis/dissertation**

Every student must carry out a thesis work, which should be acceptable for publication in an Indian Journal or Indexed Journal. The protocol of study should be submitted within the 6 months of registration in the courses. The work should be completed and submitted in proper format at least 6 months before the final examination.

### **Attendance and Leave Rules**

Post Graduate students will be required a minimum of 80% attendance in every calendar year of the training period.

Maximum Leave permitted in a year including the casual leave which may be sanctioned on unavoidable personal issues of a postgraduate student is as follows:

First year	: 30 days
Second & Third years	: 36 days.

Details of leave may be seen under Rules and Regulations.

### **Examinations**

Examinations shall be conducted based on a marking system to evaluate and certify a candidate's level of knowledge, skill, and competence at the end of the training, and obtaining a minimum of 50% marks in theory as well as practical separately, shall be mandatory for passing the examination. The University examination for MS/MD shall be held at the end of 3 academic years (six academic terms) and for a diploma at the end of 2 academic years (four academic terms). An academic term shall mean six months training period. For other details, please refer to the regulations.

### **3.3 Post-doctoral Specialist Courses (M. Ch./ DM)**

MCh-Urology	- 2 seats
MCh-Plastic &Reconstructive Surgery	- 1 seat
DM (Nephrology)	- 2 seats

#### **Details of courses**

(a) Duration	- 3 years
(b) Admission	-
(c) Starting of class	-
(d) Examination	-

} to be notified

### **Mode of selection**

Based on NEET-SS eligibility and mark scored and to be recommended by the Directorate General of Health Services.

### **Eligibility**

For M.Ch. courses, a candidate must possess an MS degree in Surgery or equivalent qualification from any University recognized by the NMC. For DM courses, a candidate must possess an MD degree in Medicine or equivalent qualification from any University recognized by the NMC. The maximum age of the candidate shall be 35 years. The upper age limit may be relaxed in the case of SC/ST candidates by a maximum of 5 years.

**Note:** A candidate is allowed to apply for one speciality/subject only.

### **Admission**

Selected candidates must get admitted by paying the requisite fees (Clause 21A.2 & 21.B.2) within the stipulated date. On admission, the Original Certificates of Medical Registration, mark sheets (1st, 2nd & 3rd professionals) Degree certificates and Postgraduate degree certificates shall be retained in the Academic Section, RIMS Imphal. The same will not be returned to the candidate before completion of the course. For their own convenience, one set of Xerox copies of the documents may be retained with the candidates.

An undertaking related to the completion of the course and penalty for leaving the course midstream shall be signed by the candidate. Details are given in the Rules and Regulations section (Clause 10.4).

Any dispute arising thereof will be under the discretion of the Committee for the Postgraduate Entrance Examination of RIMS. Any legal disputes pertaining to the selection of candidates shall fall within the jurisdiction of Manipur High Court, Imphal Bench.

### **Syllabi, Curriculum, Attendance and Examination**

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by the National Medical Commission and Manipur University.

### **Thesis/dissertation**

A candidate must carry out two Dissertations or Case Studies, which should be acceptable for publication in an Indian Journal or Indexed Journal.

- 1. Experimental Research Project - 1 (one)**
  - a) *Animal Laboratory work*
  - Or,*
  - b) *Associated with Basic Sciences Department*
- 2. Clinical Research Project – 1(one)**
  - Or,*
- 3. Both could be clinical studies**

The protocols for the studies should be submitted within the first 6 months of registration in the course. The work should be completed and submitted in the proper format at least 6 months before the final examination.

**Note:** The registration of the candidate who does not submit the dissertation at least 6 months prior to the commencement of the examination will automatically stand cancelled.

**Attendance**

M.Ch./D.M. students will be required a minimum of 80% attendance in every calendar year of the training period.

**Leave Rules**

Maximum Leave permitted in a year including the casual leave which may be sanctioned on unavoidable personal issues of the postgraduate student is as follows:

- First year : 30 days
- Second & Third years : 36 days

Details may be seen in the Rules and Regulations Clause 10.5.2

**3.4 Ph.D.Programs**

PhD programs are run in different departments of the institute as per existing regulations of the Manipur University and NMC.

**3.5 MSc (Nursing) Course**

Intake capacity - 10 per year

**Seat Distribution:**

- i. Arunachal Pradesh - 1
- ii. Manipur - 1
- iii. Meghalaya - 1
- iv. Mizoram - 1
- v. Nagaland - 1
- vi. Sikkim - 1
- vii. Tripura - 1
- viii. Staff of RIMS/CoN Students (alternately) - 1
- ix. NE Open seat (seven beneficiary states of RIMS) - 2

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**Total - 10**

**Mode of Selection:** Based on a competitive entrance examination conducted by the College of Nursing, RIMS Imphal. *The additional two seats would be allotted to the various states on a rotation basis.*

The selected candidates must get admitted by paying the requisite fees (Clause 21.A.3 and 21.B.3) within a stipulated date.

**Details of courses:**

- a) Duration - 2 years
  - b) Admission -
  - c) Starting of class -
  - d) Examination -
  - e) Supplementary Examination -
- } to be notified

**Syllabi, Curriculum, Attendance and Examination:**

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by the Nursing Council of India (NCI) and Manipur University.

Migration to and from this Institution shall be governed by the guidelines of the NCI as amended from time to time.

### 3.6 B.Sc. (Nursing) Course

Intake capacity	-	50 per annum
<b>Seats are distributed as under</b>		
i. Arunachal Pradesh	-	05
ii. Manipur	-	16
iii. Meghalaya	-	05
iv. Mizoram	-	05
v. Nagaland	-	05
vi. Sikkim	-	05
vii. Tripura	-	05
viii. Children's RIMS employees	-	04

**Mode of Selection:** The candidates nominated by the beneficiary states only.

The selected candidates must get admitted by paying the requisite fees (Clause 21.A.4 and 21.B.4) within a stipulated date.

#### Details of Course

a) Duration	-	4 years
b) Admission	-	} to be notified
c) Starting of class	-	
d) Examination	-	
e) Supplementary Exam.	-	

#### Uniform (Clinical duty in hospital)

<b>Gents</b>	<b>Ladies</b>
i. Apron-White (half sleeves)	1. Apron-White (half sleeves)
ii. Shirt-Water blue	2. Salwar Kameez-Water Blue
iii. Sweater- Black	3. Sweater- Black
iv. Trouser- Black	4. Shoes- Black, Socks- Black
v. Shoes- Black, Sock-Black	

#### (Community Posting)

<b>Gents</b>	<b>Ladies</b>
i. Shirt- Water Blue	1. Shirt- White
ii. Sweater- Black	2. Sweater- Black
iii. Trousers- Black	3. Wrap around- Light Pink
iv. Shoes- Black, Socks- Black	4. Shoes- Black, Socks- Black

#### Syllabi, Curriculum, Attendance and Examination

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by Nursing Council of India (NCI) and Manipur University.

Migration to and from this Institution shall be governed by the guidelines of the NCI as amended from time to time.

### 3.7 BDS Course

Intake capacity - 50 per annum

#### Seats are distributed as under:

i. Arunachal Pradesh	-	04
ii. Manipur	-	13
iii. Meghalaya	-	07
iv. Mizoram	-	04
v. Nagaland	-	05
vi. Sikkim	-	03
vii. Tripura	-	07
viii. All India	-	07

#### Details of Course:

a) Duration	-	4 years
b) Internship	-	1 year
c) Admission	-	} to be notified
d) Starting of class	-	
e) Examination	-	
f) Vacation	-	
g) Fresher's Day	-	

The candidates from the beneficiary states are selected and nominated by the respective state government. However, the eligibility criteria prescribed by the Dental Council of India and Manipur University as amended from time to time shall determine the eligibility for admission.

- No candidate will be admitted after the last date of admission as announced by the University.
- No candidate is eligible for admission if he/she is found guilty of misconduct or convicted of an offence involving moral turpitude.
- The rules to be observed at the time of admission shall include the criteria of the standard of fitness as prescribed by the institute.
- Candidates should deposit prescribed tuition fees and other charges including caution money, fee, etc. as determined by the management of RIMS Society. Fees once paid shall not be refunded.

Fees (Clause 21.A.1 and 21.B.1) must be paid on or before the last specified date. If the above day is a holiday, the next working day will be taken as the last date without a fine. In case, the fees are not paid within the stipulated date, a fine of Rs.5 (Rupees five) per day will be charged up to one month from the due date. Subsequently, the name of the defaulters will be automatically struck off the rolls. Such defaulting students may, however, be allowed to join the course with the permission of the Director on payment of all dues and re-admission fee of Rs.500 (Rupees five hundred) only. Application for exemption of fine will not be considered except under special circumstances.

For undergoing internship in the college by students passed out from other institutes/ universities, applications are to be addressed to the Principal Dental College, RIMS Imphal.

#### **Syllabi, Curriculum, Attendance and Examination**

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by the Dental Council of India and Manipur University.

Migration to and from this Institution shall be governed by the guidelines of the DCI as amended from time to time.

### **Uniform (BDS)**

The students should wear the following prescribed uniforms.

#### **In Summer**

- |    | <i>Gents</i>   | <i>Ladies</i>                                       |
|----|--|---|
| 1. | Apron – white full sleeves<br>& &<br>Shirt – white shirt | 1. Apron – white full sleeves<br><br>Blouse – white |
| 2. | Trousers – black   | 2. Saree/Salwar/Phanek– plain                       |

#### **In winter**

- |    |                            |                            |
|----|----------------------------|----------------------------|
| 1. | RIMS Official Suit         | 1. RIMS Official Coat/Suit |
| 2. | Saree/Salwar/Phanek– plain |                            |

### **3.8 M Phil (Clinical Psychology)**

- |                          |   |                  |
|--------------------------|---|------------------|
| <b>Intake capacity</b>   | - | 6 per year       |
| <b>Details of course</b> |   |                  |
| (a) Duration             | - | 2 years          |
| (b) Admission            | - | } to be notified |
| (c) Starting of class    | - |                  |
| (d) Examination          | - |                  |

### **Mode of Selection**

Based on the competitive entrance examination conducted by RIMS Imphal.

### **Eligibility Criteria**

The candidate must be an Indian national, belonging to the seven NE States of Arunachal Pradesh, Manipur, Meghalaya, Mizoram, Nagaland, Sikkim and Tripura, holding an MA/MSc Psychology Degree from a recognized University with 55% for General Candidates and 50% for SC/ST/OBC candidates in aggregate from a recognized University preferably with a special paper in Clinical Psychology. MA/MSc Psychology Degree from Distance Education /Correspondence Course/Part-time Course are not eligible. The selection will be strictly in order of merit, based on the performance in the entrance examination.

### **Submission of application**

- A candidate seeking admission to the Entrance Examination is required to submit his/her application in the prescribed form.
- Application in the prescribed format should be submitted along with attested photocopies of the following certificates:
  - HSLC Certificate & Mark sheet
  - XII or equivalent Certificate & Mark sheet

- iii) BA/BSc Certificate & Mark Sheet
  - iv) MA/MSc Certificate & Mark Sheet.
- c) Prescribed **Application Form** will be issued on the submission of a Demand Draft of Rs.2000 (Rupees two thousand only) for all categories drawn in favor of the Director, Regional Institute of Medical Sciences, Imphal from a Nationalized Bank payable at Imphal.
  - d) Form can also be downloaded from the Institute website **www.rims.edu.in**. In such cases, the application form should be submitted along with a Demand Draft of Rs. 2000. The candidate should fill out the application form in his/her own handwriting, clearly and legibly. The application form should reach to the office of the Director, Regional Institute of Medical Sciences, Imphal on or before the specified date (*to be announced*). No application received thereafter shall be entertained.
  - e) The Demand Draft is non-transferable & non-refundable.
  - g) Incomplete application forms shall be rejected, and no correspondence will be entertained by the Institute in this regard. Complaints received after the last date of submission of applications will not be entertained.

#### **Entrance examination**

- a) Admit Cards for appearing in the Entrance Examination will be issued to the eligible candidates a week before the date of examination. No admit card will be dispatched by post. Duplicate Admit Card will not be issued after the examination.  
There will be one paper of one and half hour's duration containing 100 Multiple Choice Questions consisting of General, Experimental & Clinically related subjects of Psychology.
- b) The questions will be single response objective type. Each answer with a correct response shall be awarded one mark. No mark will be given for attempting more than one answer against a question or/and overwriting, use of correction fluid. Un-attempted question(s) is/are to be marked as a cross (X) against the question number. There will be no negative marking for incorrect answers.
- c) Examination hours are from 11 A.M. to 12.30 P.M.
- d) The Examination shall be conducted in English medium only.
- e) The minimum eligibility marks in the entrance examination for admission to M. Phil Clinical Psychology Courses shall be 50% for general and 40% for SC/ST and OBC candidates.

#### **Conduct of Examination**

- a) The Examination will be conducted at the Examination Halls of the Regional Institute of Medical Sciences, Imphal
- b) Candidates should report to the examination hall at 10.45 A.M. Candidates reporting after 15 minutes of the commencement of the examination shall not be permitted to appear in the examination.
- c) A candidate who does not possess the Admit Card issued by the Institute shall not be admitted to the examination hall under any circumstances.
- d) No candidate shall be allowed to carry a mobile phone, pager, earphones, calculator, book, printed or written bits of paper or any objectionable materials except the Admit Card inside the examination hall. Candidates found engaging in copying/conversation or

in possession of the above-mentioned restricted items shall be deemed to be disqualified for the entrance examination.

### **Declaration of Results**

- a) The Regional Institute of Medical Sciences, Imphal will conduct the examination, evaluate the answer scripts, and prepare the merit list.
- b) The result of successful candidate in order of merit, will be declared as soon as the merit list is ready, preferably on the date of examination.

### **Inter-se-merit of candidates obtaining equal marks**

In case of two or more candidates obtaining equal marks in the competitive entrance examination, the inter-se-merit of such candidates shall be determined in the following order:

- 1) Seniority, in case of in-service candidate.
- 2) Candidate securing higher percentage of marks in the MA/MSc Examination.
- 3) According to age, older will get preference over younger.

### **Admission**

The final selection list will be published & the candidates are required to get themselves admitted on or before specified date by paying necessary fees (Clause 21.A.3 and 21.B.3) & surrendering the following original documents to the Academic Section, Regional Institute of Medical Sciences, Imphal.

1. Matriculation Certificate & Mark Sheet
2. XII or equivalent Certificate & Mark Sheet
3. BA/BSc Certificate & Mark Sheet
4. MA/MSc Certificate & Mark Sheet

### **Contract**

At the time of admission to the Course, the Original Certificates will be retained in the Academic Section, RIMS, Imphal till the course is completed. For their own convenience, one set of Xerox copies of the documents may be retained with the candidates.

Candidates getting stipends from RIMS are also liable to return the cumulated amount received from RIMS over and above the penalties mentioned above. An undertaking to this effect is to be submitted in the prescribed format by the concerned candidate at the time of admission. For more information, refer to the Rules and Regulation section of this prospectus (Rules and Regulations, Clause 10.4).

### **Date of joining the Course:**

To be notified later on.

### **Syllabi, Curriculum, Attendance and Examination:**

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by the Rehabilitation Council of India (RCI) and Manipur University.

Migration to and from this Institution shall be governed by the guidelines of the RCI and Manipur University as amended from time to time.

Any dispute arising thereof will be under the discretion of the Committee for the MPhil Clinical Psychology Entrance Examination of RIMS. Any legal disputes pertaining to the selection of candidates shall fall within the jurisdiction of the Manipur High Court.

### 3.9 *BASLP (Bachelor in Audiology Speech and Language Pathology) Course*

The course is conducted by Otorhinolaryngology Department, RIMS, Imphal. The course was started from the academic session 2014 under the All India Institute of Speech and Hearing (AIISH), Mysore, Karnataka.

<b>Intake capacity</b>	-	10 per year (maximum)
<b>Details of course:</b>		
(a) Duration	-	4 years
(b) Admission	-	} to be notified
(c) Examination	-	

#### **Mode of Selection:**

To be nominated by the beneficiary states only based on the NEET eligibility and mark scored or based on the mark scored in the combined eligibility examination conducted by the concerned States.

The selected candidates must get admitted by paying the requisite fees (Clause 21.A.4 and 21.B.4) within a stipulated date.

#### **Stipend:**

Students admitted to the BASLP course will be given a stipend of Rs.800/- per month for the first 3 years.

#### **Syllabi, Curriculum, Attendance and Examination:**

The syllabi, curriculum, attendance in classes, duration of course and examination will be strictly as per rules and regulations laid down by the Rehabilitation Council of India (RCI) and Manipur University.

Migration to and from this Institution shall be governed by the guidelines of the RCI and Manipur University as amended from time to time.

### 3.10 *B.Sc (MLT & MRIT)*

The course is conducted by the Department of Microbiology (MLT) & Department of Radiodiagnosis (MRIT), RIMS, Imphal respectively.

<b>Intake capacity</b>		
i) B.Sc. Medical Laboratory Technician	:	15
ii) B.Sc. Medical Radiology Imaging Technician	:	05
<b>Details of course</b>		
(a) Duration	-	} 3 years to be notified
(b) Admission	-	
(c) Examination	-	

#### **Mode of Selection**

To be nominated by the beneficiary states only based on the mark scored in the 10+2 board Examinations. State quota system is followed for these courses.

The selected candidates must get admitted by paying the requisite fees (Clause 21 A.4 and 21.B.4) within a stipulated date.

#### **4. Life in the Institute**

##### **4.1. Stay**

There are 4 undergraduate Boys' Hostels with a total capacity of 448 inmates and 4 hostels for girls with a capacity of 260. For postgraduates, 6 Gents' Hostels with a capacity of 205 inmates and 2 Ladies' Hostels housing 186 students. Moreover, one Interns' Hostel, which houses 44 boys, is available in the institute. Hostel accommodation is provided to the students through the Wardens.

##### **4.2. Identity Card**

Every student of all streams must be in possession of an identity card issued by the institute and should keep it on his/her possession while moving within or outside the institute. He/she shall have to pay for this card at the rate fixed by the Institute from time to time. At times, even the Institute security may ask for the identity card and it must be shown to them as they cannot remember each and every student.

##### **4.3 . Study**

###### **Central Library (NE Regional Library)**

The institute library caters to the need of reading and lending of reading materials to the students and staff of the Institute. It also provides consultation and search facilities in computer to all the medical professionals working in RIMS and other states of Northeastern India since the identification of the library as one of the six Regional Medical Libraries of the country through Medline data base (CD-ROM). It has a vast collection of books, monographs, and journals. The Regional Institute of Medical Sciences Library has internet facilities and has 7 rooms with 270 reading capacity. Several journals are subscribed by the institute. A total number 243 e-journals from ERMED consortium annually can be accessed. Total number of books available in the library at the time of writing this prospectus is 36094.

Normally, the library remains open from 9.30 AM to 7.00 PM on all working days. It also remains open from 11 am to 2.30 pm on all Sundays and holidays except: (i) New Year (Gregorian calendar) (ii) *Cheiraoba* (Local New Year), (iii) *Ningol Chakouba* (Local festival), (iv) Republic Day (v) Independence Day and (vi) *Holi* festival (2 days). To ensure optimal use of the library, readers/users are expected to observe the rules of the library.

Besides this Central Library, each department has its own library.

##### **4.4. Meritorious Awards**

In appreciation of the academic achievements, Gold Medals and Cash Awards along with certificates are awarded to the meritorious students by the Institute, Manipur University, and some generous donors.

###### **4.4.1. Institutional awards**

###### **Award to Meritorious Students**

- In appreciation of the excellent academic performances, Certificates and Gold Medals are awarded by the Institute as well as by the generous donors.
- The Institutional Awards are for the 1st, 2nd & 3rd position in different professional examinations, for securing highest marks in different subjects and for securing honors in different subjects.

#### **4.4.2. Postgraduate (MD/MS)**

1. Maisnam Gulamjat Memorial Best P.G. Gold Medal Award  
- Donated by: Prof. M. Amuba Singh, Ex-MS, RIMS Hospital, Imphal
2. Dr. W. Gopal Singh Memorial Gold Medal Award (1<sup>st</sup> Position in MD Community Medicine)- Donated by: Family Members of Dr. W. Gopal Singh
3. Takhellambam Kulabidhu Memorial Gold Medal Award (1<sup>st</sup> Position in MS Surgery)- Donated by: Prof. T.Y. Babu Singh (Retd) Prof. H.O.D. of Surgery, RIMS, Imphal
4. Shamee Haorongbam Memorial Gold Medal Award (1<sup>st</sup> Position in MD Radiodiagnosis)- Donated by: Prof. A. Meenakumari Devi & Prof. H. Shanti Singh
5. Chongtham Manihar Singh Memorial Gold Medal Award (1<sup>st</sup> Position in MD Paediatrics)- Donated by: Prof. Ch. Shyamsunder Singh, H.O.D. Paediatrics, RIMS, Imphal
6. Dr. Khuraijam Jnanendra Singh Memorial Gold Medal Award (1<sup>st</sup> Position in MD Dermatology)- Donated by: Prof. Sushma Khuraijam and Dr. Sucheta Khuraijam, Dept. of Pathology, RIMS, Imphal
7. Dr. Th. Biren Singh Memorial Gold Medal Award (1<sup>st</sup> Position in MD Gen. Medicine)- Donated by: Prof. R.K. Bhabanisana Devi, (Retd) H.O.D. Ophthalmology, RIMS, Imphal
8. N. Ibohal Singh Memorial Gold Medal Award (1<sup>st</sup> Position in MS Obst. & Gynae.)- Donated by: Prof. N. Nabakishore Singh, Department of Obstetrics & Gynecology, RIMS, Imphal
9. Warepam Juboti Devi Memorial Gold Medal Award (1<sup>st</sup> Position in MS Orthopaedics)- Donated by: Prof. A. Mahendra Singh, (Retd) Professor Orthopaedics, RIMS, Imphal
10. Arambam Seityabati Devi Gold Medal Award (1<sup>st</sup> Position in MD PMR)  
- Donated by: Arambam Sarojbala Devi, Sagolband Bijoy Govinda, Imphal
11. Ahanthem Ongbilbemhal Devi Memorial Gold Medal Award (1<sup>st</sup> Position in MS Ophthalmology) - Donated by: Ahanthem Nanda Devi, Uripok Ahanthem Leikai, Imphal.
12. Mrs. Hema Limbu Moirangthem Memorial Gold Medal Award  
(The Best PG Award for Publication) – Donated by Prof. GS Moirangthem, Former HOD of Surgery, RIMS, Imphal
13. Kshetrimayum (Ongbi) Reena Devi Memorial Gold Medal Award (1<sup>st</sup> Position in Radiation Oncology) – Donated by Prof. Ksh. Kala Singh, Retd. Head, CTVS, RIMS, Imphal
14. Rajkumari Asharani Memorial Gold Medal Award (1<sup>st</sup> Position in MD Psychiatry) – Donated by Prof. R.K. Lenin Singh, Head of Psychiatry Dept., RIMS, Imphal.
15. Kshetrimayum Kartik & Leirik Memorial Gold Medal Award (1<sup>st</sup> Position in MD Biochemistry) – Donated by Prof. Ksh. Kala Singh, Retd. Head, CTVS, RIMS, Imphal

#### **4.4.3. MBBS**

##### ***1<sup>st</sup> Professional MBBS Examination***

1. Maisnam Ongbi Tampak Devi Memorial Gold Medal for 1<sup>st</sup> Position in 1<sup>st</sup> Professional MBBS - Donated by Prof. M. Amuba Singh, Ex-Medical Superintendent, RIMS Hospital, Imphal.

### **2<sup>nd</sup> Professional MBBS Examination**

1. Dr. R. Goswami Memorial Gold Medal Award for 1<sup>st</sup>Position in 2<sup>nd</sup>Professional MBBS-  
*Instituted by RIMS, Imphal.*
2. Dr. S. Bijoykumar Memorial Gold Medal Award for securing Highest Mark in Forensic  
Medicine- *Donated by Prof. R.K. Bharati Devi, (Retd) H.O.D. Pharmacology, RIMS,  
Imphal*
3. Sanjenbam Priyokumar Singh Memorial Gold Medal Award for Securing Highest Mark  
in Pharmacology- *Donated by Prof. S. Rita Devi, Retd. H.O.D. of Pharmacology, RIMS,  
Imphal*
4. SanatonAthokpam Memorial Gold Medal Ward for Securing Highest Mark in Pathology-  
*Instituted by RIMS, Imphal*

### **3<sup>rd</sup> Professional (Pt-I) MBBS Examination**

1. Dr. M. Lala Singh Memorial Gold Medal Award for 1<sup>st</sup>Position in Third ProfessionalPt-  
I MBBS- *Instituted by RIMS, Imphal.*
2. Akoijam Biren &ManglembiMemorial Gold Medal Award for securing Highest Mark in  
Community Medicine - *Donated by Prof. Brogen Singh Akoijam, Professor & Head,  
Department of Community Medicine RIMS, Imphal.*
3. R.K. Bijoychandra Singh Memorial Gold Medal Award for scuring highest mark in  
Ophthalmology- *Donated by R.K. Ratana, Khoyathong, Imphal.*
4. Sinam Tomchou Singh Memorial Gold Medal Award for securing highest mark in  
Otorhinolaryngology- *Donated by Prof. H. Priyosakhi Devi, Former H.O.D. of  
Otorhinolaryngology, RIMS, Imphal*

### **3<sup>rd</sup> Professional (Pt-II) MBBS**

1. Best Medical Graduate Gold Medal Award for 1<sup>st</sup> Position in Third Professional Pt -II MBBS-  
*Donated by Auto & Taxi Services Association, RIMS, Imphal*
2. Smt. Nongmeikapam (ongbi) Ibemhal Devi &NongmeikapamNabakishor Singh Memorial  
Gold Medal Award for securing highest Mark in Medicine in Third Professional Part-II MBBS-  
*Donated by Prof. N. Tombi Singh, (Retd) H.O.D. Respiratory Medicine, RIMS, Imphal  
and his family.*
3. AribamSurjyalal Sharma Memorial Gold Medal Award for Highest Mark in Surgery in  
Third Professional Pt-II MBBS- *Donated by Dr.Aribam (0) Ibemhal Devi,  
KwakeithelThiyarnLeikai, Imphal*
4. NgangomShakhi Memorial Gold Medal Award for securing Highest Mark in  
Obst.&Gyne in the Third Professional Part-II MBBS- *Donated by Prof. Ng. Indrakumar  
Singh, (Retd) Professor of Obst.&Gyne., RIMS, Imphal*
5. Namaramongbi Kanya Devi Memorial Best Medical Graduate (overall) Gold Medal  
Award-*Donated by : sons & daughters of (L) N. Keinya C/o, (L) Prof. N. Saratkumar  
Singh (Retd ) Professor of Obstetrics & Gynaecology, RIMS, Imphal*

#### **4.4.4. BDS**

##### **1st Professional BDS**

1. RIMS Gold Medal Award in 1st Position in 1st Professional BDS  
*- Instituted by RIMS, Imphal.*

### **2<sup>nd</sup> Professional BDS**

1. Gold Medal for 1<sup>st</sup> Position in 2<sup>nd</sup> Professional BDS  
- Instituted by RIMS, Imphal.

### **3<sup>rd</sup> Professional BDS Examination**

1. Gold Medal for 1<sup>st</sup> Position in 3<sup>rd</sup> Professional BDS  
- Instituted by RIMS, Imphal.

### **4<sup>th</sup> Professional BDS**

1. Dr. Y. Iboyaima Singh Memorial Gold Medal for 1st Position in 4<sup>th</sup> Professional BDS-  
Donated by Seram Shantibala Devi, Konjeng Hazari Leikai, Imphal.

### **4.4.5.B.Sc. (Nursing)**

1. RIMS Gold Medal for 1<sup>st</sup> Position in 1<sup>st</sup>Year B.Sc.Nursing  
-Instituted by RIMS, Imphal.
2. RIMS Gold Medal for 1<sup>st</sup> Position in 2<sup>nd</sup>Year B.Sc.Nursing  
- Instituted by RIMS, Imphal.
3. RIMS Gold Medal for 1<sup>st</sup> Position in 3<sup>rd</sup> Year B.Sc.Nursing  
- Instituted by RIMS, Imphal.
4. RIMS Gold Medal for 1<sup>st</sup>Position in 4<sup>th</sup>Year B.Sc.Nursing  
- Instituted by RIMS, Imphal.

### **4.5. Scholarship**

Currently, RIMS Imphal participates in the scholarship programs instituted by UGC, Central Scheme, North-eastern Council and states like Arunachal Pradesh, Manipur, Meghalaya and Tripura. Students may approach the Dean's Office for more information.

### **4.6. Co-curricular and Extra-curricular Activities**

The Institute has a students' body called **RIMSSU** (Regional Institute of Medical Sciences Students' Union). The Executive members are elected from among the undergraduate students of different streams every year. The Union looks after the welfare of the students and make efforts to solve grievances by consulting with the Institute authority. The Union organizes annual meet named **RIMSAM** every year in March. It is a multi-faceted and multi-event rendezvous, where every student has a chance to show hidden talents. The Union also publishes an annual magazine – "REMEDY", under the patronage of a faculty member as staff advisor.

The Institute has indoor and outdoor playing facilities for nurturing and recreating the students, both physically and mentally. The institute also participates in the intercollege and interuniversity competitions from time to time. The Institute has 2 auditoriums – Jubilee Hall with a capacity of 658 and Banting Hall with a capacity of 250. Most of the official, social, and recreational activities of RIMS Imphal are held in these halls.

The state of Manipur also offers many pristine picturesque spots, where students can go for picnics.

## **5. Academic Committees**

### **5.1. Academic Sub-Committee**

1. Prof. G. Sunil Kumar Sharma, Director, RIMS, Imphal - Chairperson
2. Prof. M. Rameswar Singh, HoD of Obst.& Gynae - Member
3. Prof. Ch. Shyamsunder Singh, HoD of Paediatrics - Member
4. Prof. Y. Chingsuingamba Meetei, HoD of Ophthalmology - Member

- |  |                   |
|--|-------------------|
| 5. Prof. Sarada N, HoD of Physiology                   | - Member          |
| 6. Prof. Sushma Kh, HoD of Pathology                   | - Member          |
| 7. Prof. A. Debajani Devi, VP, College of Nursing      | - Member          |
| 8. Dr.T. Jeetenkumar Singh, Prof. of Medicine          | - Member          |
| 9. Dr. T. Premlata Devi, Assoc.Prof. of Dental College | - Member          |
| 10. Dr. Ch. Gyan Singh, Asstt.Prof. of Surgery         | - Member          |
| 11. Brogen Singh Akoijam, Dean (Academics)             | - Convener        |
| 12. Prof. Th. Meera, Sub-Dean (Examinations)           | - Co-opted Member |
| 13. Dr. L. Rajesh Singh, Sub-Dean (Students' Affairs)  | - Co-opted Member |

The institute has 2 auditoriums – Jubilee Hall with a capacity of 658 and Banting Hall with a capacity of 250.

### 5.2. *Curriculum Committee*

- |  |               |
|--|---------------|
| 1. Brogen Singh Akoijam<br>Dean (Academic), RIMS, Imphal               | - Chairperson |
| 2. Prof. Sarada N<br>HoD of Physiology, RIMS, Imphal                   | - Member      |
| 3. Dr. L. Rajesh Singh<br>Assoc. Prof. of Pathology, RIMS, Imphal      | - Member      |
| 4. Prof. Ksh. Birendra Singh<br>Department of Medicine, RIMS Imphal    | - Member      |
| 5. Dr. Ch. Gyan Singh<br>Assoc. Prof. of Surgery, RIMS, Imphal         | - Member      |
| 6. Dr. Victor Moirangthem,<br>Asst.Prof. of Orthopaedics, RIMS, Imphal | - Member      |
| 7. Dr. Mona Nongmeikapam<br>Asst.Prof. of Psychiatry, RIMS, Imphal     | - Member      |
| 8. President, RIMSSU, Students Representative                          | - Member      |
| 9. Dr. L. Suresh Roy<br>Prof. of Physiology, RIMS, Imphal              | - Convnor     |

### 5.3 *.Thesis Committee*

There will be eight Committees – seven “Thesis Committees” and a “Plagiarism Prevention Committee”. Five Thesis Committees for the broad specialties and one for the super-specialty will be formed. All Committees will be chaired by the Dean (Academic) except the Plagiarism Prevention Committee. Conveners of the Committees will be selected on rotation basis from amongst the members. The constituents of the Committees will be as given below.

#### a. **Thesis Committee A**

- |  |               |
|--|---------------|
| i. Dean Academic                                     | - Chairperson |
| ii. HoD Anatomy                                      | - Member      |
| iii. HoD Biochemistry                                | - Member      |
| iv. HoD Physiology                                   | - Member      |
| v. Representative of Community Medicine/Statistician | - Member      |

#### b. **Thesis Committee B**

- |  |               |
|--|---------------|
| i. Dean Academic                       | - Chairperson |
| ii. HoD Forensic Medicine & Toxicology | - Member      |
| iii. HoD Microbiology                  | - Member      |
| iv. HoD Pharmacology                   | - Member      |
| v. HoD Pathology                       | - Member      |

- vi. Representative of Community Medicine/Statistician - Member
- c. Thesis Committee C**
- i. Dean Academic - Chairperson
  - ii. HoD Community Medicine - Member
  - iii. HoD Dermatology - Member
  - iv. HoD Obstetrics & Gynaecology - Member
  - v. HoD Ophthalmology - Member
  - vi. HoD Otorhinolaryngology - Member
  - vii. HoD Radiodiagnosis - Member
  - viii. Representative of Community Medicine/Statistician - Member
- d. Thesis Committee D**
- i. Dean Academic - Chairperson
  - ii. HoD Medicine - Member
  - iii. HoD Surgery - Member
  - iv. HoD Transfusion Medicine - Member
  - v. Representative of Community Medicine/Statistician - Member
- e. Thesis Committee E**
- i. Dean Academic - Chairperson
  - ii. HoD Anaesthesiology - Member
  - iii. HoD Orthopedics - Member
  - iv. HoD Pediatrics - Member
  - v. HoD PMR - Member
  - vi. HoD Psychiatry - Member
  - vii. HoD Radiation Oncology - Member
  - viii. Respiratory Medicine - Member
  - ix. Sports Medicine - Member
  - x. Representative of Community Medicine/Statistician - Member
- f. Thesis Committee F**
- i. Dean Academic - Chairperson
  - ii. HoD Nephrology - Member
  - iii. HoD Plastic & Reconstructive Surgery - Member
  - iv. HoD Urology - Member
  - v. Representative of Community Medicine/Statistician - Member
- g. Thesis Committee G**
- i. Dean Academic - Chairperson
  - ii. Principal, College of Nursing - Member
  - iii. HoD, Clinical Psychology - Member
  - iv. Two faculty members from College of Nursing - Member
  - v. One faculty member from Clinical Psychology - Member
  - vi. Representative of Community Medicine/Statistician - Member

**h. Plagiarism Prevention Committee**

The Committee will be formed with one representative from each of the above Committees on a rotation basis. One Chairperson and one Convener will be selected from amongst the members.

**6. Medical Education Unit (MEU)**

The institute has a Medical Education Unit. It is also mandated by the National Medical Commission. Its main role is faculty development in terms of medical education and technologies. The Unit conducts regular programs for the faculty members and students. The Unit consists of the following members.

1. Brogen Singh Akoijam  
Dean (Academic), RIMS, Imphal - Chairperson
2. Dr. L. Suresh Roy  
Professor of Physiology, RIMS, Imphal - Co-ordinator
3. Dr. Th. Meera  
Professor & HoD of Forensic Medicine & Toxicology - Member
4. Dr. L.Rajesh Singh  
Assoc. Prof. of Pathology, RIMS, Imphal - Member
5. Dr. Sarada N  
Professor & HoD of Physiology, RIMS, Imphal
6. Dr. Ksh. Birendra Singh  
Prof. of Medicine Dept., RIMS, Imphal - Member
7. Prof. Shantibala Konjengbam  
Department of Community Medicine - Member
8. Dr. Ch. Gyan Singh  
Asst Prof. of Surgery, RIMS, Imphal - Member
9. Dr. Victor Moirangthem  
Asst. Prof. of Orthopaedics, RIMS, Imphal - Member
10. Dr. Mona Nongmeikapam  
Asst.Prof. of Psychiatry Dept. RIMS, Imphal - Member

## 7. Medical Society

It was started as the Scientific Society on September 14, 1977. It was renamed as the Medical Society in 1983. Its main function is to provide a platform for exchanging knowledge and skills through regular scientific sessions that are usually organized on 3<sup>rd</sup> Saturday of every month. Apart from the routine sessions, Guest speakers, workshops, seminars, etc. are also organized. It also publishes a medical journal, Journal of Medical Society. Its members are elected every year, except the Editor(s), whose term is for two years. The Society is constituted by the following members.

Sl. No.	Designation	Number	Term (yr.)
1	Chairperson	1	1
2	Vice-Chairperson	1	1
3	Honorary Secretary	1	1
4	Joint Secretary	1	1
5	Editor	1	2
6	Joint Editor	1	2
7	Executive Members	5	1

## 8. Research Ethics Committees

### a. Research Ethics Board (REB)

As mandated by the CDSCO (DCGI), DHR and NMC, RIMS Imphal has a research ethics committee called Research Ethics Board. It is an independent Committee with the Board Chair from outside the institute. The Board examines the protocols submitted by the researchers, mainly the faculty members of the institute, for ethical issues and requirement before approving the protocols. The Board members have a term of 2 years and currently it consists of the following members.

1. Prof. Rajender K Dhamija,  
Director Prof. & Head, Neurology Dept. - Chairman

- Lady Hardinge Medical College, New Delhi
2. Prof. R.K. Lenin Singh - Member Secretary  
HOD of Psychiatry, RIMS, Imphal
  3. Prof. Kh. Ranjana Devi, - Member  
HOD of Microbiology, RIMS, Imphal
  4. Prof. Ng. Gunindro Singh - Member  
Dept. of Pharmacology, RIMS, Imphal
  5. Dr. H.Kulabidhu Singh - Member  
Assoc.Prof. of Community Medicine, JNIMS Imphal
  6. Prof. T. Jeetenkumar Singh - Member  
Dept. of Medicine, RIMS, Imphal
  7. Dr. Jayshree Phurailatpam - Member  
Assoc.Prof. of Physiology, RIMS, Imphal
  8. Dr. Indranil Saha - Member  
Scientist “E” (Medical) Dy. Director, Centre  
of Non-Communicable ICMR, Kolkata
  9. Ms. N.Jeevanmala Devi, - Member  
Centre for Women Development, Manipur
  10. Mr. Sh. Roshnikumar Sharma - Member  
Art of Living foundation
  11. Mrs. Th. Nanaomacha Devi - Member  
Independent Practitioner (Advocate)

***b. Institutional Animal Ethics Committee (IAEC)***

As per requirement of the Committee for the Purpose of Control and Supervision of Experiments on Animals (CPCSEA), an Institutional Animal Ethics Committee has been existing in RIMS Imphal. It consists of the following members.

1. Prof. N. Meena Devi - Chairperson
2. Dr. Ng. Arunkumar Singh - Member
3. Dr. Damrolien Shane - Member
4. Dr. K. Gopal Singh - Member
5. Dr. A. Subhalakshmi Devi - Member
6. Mr. M. Ojit Singh - Member
7. Mr. Lokesh Deb - Member
8. Dr. Y. Govindaraj Singh - Convenor

**9. Publication of the Institute**

Sl.No.	Name	Periodicity	Publisher
1.	Journal of Medical Society	3 times a year	RIMS, Imphal
2.	REMEDY	Annual	RIMSSU
3.	Annual Report	Annual	RIMS, Imphal

**10. Rules and Regulations**

***Regulation related to Ragging (Excerpts of UGC Anti-ragging Regulations):***

**10.1.1. Provisions under Clause 3**

**What constitutes ragging:** ragging constitutes one or more of any of the following acts:

- (a) Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- (b) Indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;

- (c) Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
- (d) Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- (e) Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students;
- (f) Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;
- (g) Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forceful obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;
- (h) Any act or abuse by spoken words, emails, posts, public insults which also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;
- (i) Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

#### **10.1.2. Provisions under Clause 7**

Action to be taken by the Head of the Institution: on receipt of the recommendation of the Anti-ragging squad or on receipt of any information concerning any reported incident of ragging. Head of the institution shall immediately determine if a case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him on this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely –

- i) Abetment to ragging
- ii) Criminal conspiracy to rag
- iii) Unlawful assembly and rioting while ragging
- iv) Public nuisance created during ragging
- v) Violation of decency and morals through ragging
- vi) Injury to body, causing hurt or grievous hurt
- vii) Wrongful restraint
- viii) Wrongful confinement
- ix) Use of criminal force
- x) Assault as well as sexual offences or unnatural offences
- xi) Extortion
- xii) Criminal trespass
- xiii) Offences against property
- xiv) Criminal intimidation
- xv) Attempts to commit any or all the above-mentioned offences against the victim(s)
- xvi) Threat to commit any or all the above-mentioned offences against the victim(s)
- xvii) Physical or psychological humiliation
- xviii) All other offences following from the definition of “ragging”

Provided that the Head of the institution shall forthwith report the occurrence of the incident of ragging to the district level Anti-Ragging Committee and the Nodal Officer of the affiliated University if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measure without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

### **10.1.3. Provisions under Clause 9.1**

Administrative action in the event of ragging: The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision, in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendation of the Anti-ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the following punishments, namely –
  - i. Suspension from the attending classes and academic privileges.
  - ii. Withholding/withdrawing scholarship/fellowship and other benefits.
  - iii. Debarring from appearing in any test/examination or other evaluation process.
  - iv. Withholding results.
  - v. Debarring from appearing in any test/examination or other evaluating process.
  - vi. Suspension/expulsion from the hostel.
  - vii. Cancellation of admission
  - viii. Rustication from the institution for period ranging from one to four semesters.
  - ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period. Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

The Director, Regional Institute of Medical Sciences may lodge an FIR with the police, wherever the necessity is felt.

No student shall report any matter of the Institute to the Police, Press or Public without taking prior permission from the Director.

### **10.2. Anti-Ragging Committee**

- |  |   |             |
|--|---|-------------|
| 1. Brogen Singh Akoijam<br>Dean (Academic), RIMS, Imphal   | - | Chairperson |
| 2. Dr. Th. Meera<br>Sub-Dean (Examinations) & HOD of Forensic<br>Medicine & Toxicology, RIMS, Imphal | - | Member      |
| 3. Dr. Deepak B.S  | - | Member      |

- |    |  |   |               |
|----|--|---|---------------|
|    | Prof. of Conservative Dentistry, Dental College                    |   |               |
| 4. | Dr. L. Shaini<br>Prof. & Head of Biochemistry RIMS, Imphal         | - | Member        |
| 5. | Dr. T. Dhaneshor Sharma<br>Assoc. Prof & HOD of Radiation Oncology | - | Member        |
| 6. | Mr. L. John Singh<br>Lecturer, College of Nursing, RIMS, Imphal    | - | Member        |
| 7. | Mr. M. Devananda Singh<br>Legal Advisor, RIMS, Imphal              | - | Member        |
| 8. | President/Secretary, RIMSSU  | - | Member        |
| 9. | Dr. L. Rajesh Singh<br>Sub-Dean (Students Affairs), RIMS, Imphal   | - | Nodal Officer |

### ***10.3. Anti-Ragging Squad***

- |    |  |   |             |
|----|--|---|-------------|
| 1. | Dr. N. Sanjib Singh<br>Prof. & HOD of Plastic & Reconstructive<br>Surgery Dept. & Chief Warden, RIMS, Imphal   | - | Chairperson |
| 2. | Dr. P. Romola Devi<br>Professor of Community Medicine Dept.<br>& Warden PG Ladies Hostel, RIMS, Imphal   | - | Member      |
| 3. | Dr. Nitai Debnath<br>Assoc. Prof. of Prosthodontics and Crown &<br>Bridge, Dental College & Warden PG Gents Hostel                                       | - | Member      |
| 4. | Dr. Arunoday Kumar<br>Asstt. Prof of Prosthodontics and Crown & Bridge,<br>Dental College & Warden UG Gents Hostel<br>No.1 & 3, RIMS, Imphal             | - | Member      |
| 5. | Dr. Braj Bhushan Mall<br>Asstt. Prof of Oral & Maxillofacial Surgery,<br>Dental College & Warden UG Gents Hostel No. 2<br>& Internee Hostel, RIMS Imphal | - | Member      |
| 6. | Dr. Sumita Banerjee<br>Asstt. Prof of Oral Pathology & Microbiology,<br>Dental College & Warden UG Ladies Hostel<br>No 1- 4, RIMS, Imphal                | - | Member      |
| 7. | Mrs. Thungchalbeni S. Ezung<br>Tutor, College of Nursing, RIMS, Imphal   | - | Member      |
| 8. | Dr. Y. Ajitkumar Singh<br>Asstt. Prof of Obst & Gynae &<br>Warden UG Gents Hostel No. 4 & 5, RIMS Imphal   | - | Convener    |

### ***10.4. Penalty & Contract***

#### ***10.4.1. Leaving a course midway***

A candidate who does not join the MD/MS/Diploma/MCh./DM/M.Sc.Nursing courses after getting admitted or leaves the said course before the expiry of one year of joining, he/she shall be liable to pay a sum of **Rs. 3,00,000** (Rupees three lakhs only) and any candidate who joins the courses and leaves after one year of joining shall be liable to pay a sum of **Rs. 7,00,000** (Rupees seven lakhs only) by way of compensation/losses incurred by RIMS due to such midstream departure. In such cases the original certificates will be returned only after payment of the due amount. Besides the above, students who drew

salary from RIMS Imphal are also liable to return the cumulated salary received from the institute.

Penalty (i) for the MBBS, BDS, B.Sc.(Nursing), M.Phil (Clinical Psychology) students leaving the course before the completion of the course will be Rs.1 lakh (Rupees one lakh only) in the 1<sup>st</sup> year and Rs. 2.5 lakhs (Rupees two lakhs and fifty thousand) thereafter (ii) for the BASLP/B.Sc.MLT & MRIT students leaving the course before the completion of the course will be Rs. 50,000/- (Rupees fifty thousand) in the 1<sup>st</sup> year and Rs. 1 lakh (Rupees one lakh) thereafter. Any other case will be decided by the Academic Sub-Committee. Candidates getting stipend from RIMS are also liable to return the cumulated amount received from RIMS over and above the penalties mentioned above.

An undertaking to this effect shall be submitted in the prescribed format by the concerned candidates (the courses mentioned above) at the time of admission.

Any legal dispute pertaining to the above rules and penalties shall fall within the jurisdiction of Manipur High Court, Imphal Bench.

#### **10.4.2. Contract**

There will be Compulsory Senior Residency for a period of one year for all the non-sponsored candidates of clinical subjects and they are required to execute a bond of Rs.20,00,000 (twenty lakhs only) at the time of admission.

Migration/transfer of students undergoing any postgraduate course shall not be permitted.

#### **10.5. Leave Rules**

##### **10.5.1. Highlights of the rims undergraduate students' leave rules**

- i. Biometric attendance recording is compulsory for all undergraduate students including intern doctors. It is the responsibility of the students to get themselves registered for the biometric entry at the Computer Networking Section within 2 (two) weeks of their joining the institute.
- ii. Biometric attendance record will be considered over and above the Departmental attendance records for both theory and practical classes while deciding attendance for a particular student.
- iii. On all working days, biometric entry is to be done twice a day, between 7:45-9: 15 AM in the morning and between 4-6 PM in the afternoon.
- iv. On holidays including Sundays and second Saturdays, biometric entry is to be done once a day between 8-9:30 AM.
- v. Biometric entry before and after the scheduled timing shall be treated as non-entry and as 'Absent' for the day.
- vi. Single biometric entry on all working days shall be treated as 'Absent'.
- vii. Outstation students may record their attendance on arrival (any time) after a sanctioned leave. This is to indicate their availability in the campus.
- viii. Non-functioning of the biometric machine should be informed in writing to the Dean and during such non-functioning periods, departmental attendance record will be taken into consideration while counting the percentage of attendance.
- ix. All the undergraduate students can enjoy 10 (ten) days summer vacation and another 10 (ten) days winter vacation in a year. Over and above, Special Casual Leave to a maximum

of 16 (sixteen) days will be permitted in an academic year. Summer and winter vacations cannot be combined with any other leave.

- x. Leaving station before or reporting late after the scheduled vacations shall be considered as “unauthorized leave” and fined accordingly.
- xi. Maximum permissible leave for any undergraduate student is 36 (thirty-six) days in an academic year. Leaves exceeding the permissible 36 (thirty-six) days in an academic year shall be treated as ‘unauthorised leave’ and necessary action shall be taken up as per rules.
- xii. No student should leave station without prior station leaving permission from the competent authority. Station leaving without prior approval of the competent authority (even in emergency) will be treated as “unauthorised leave” and fined accordingly.
- xiii. Application for special casual leave and station-leaving permission should be applied to the Dean with supportive documents.
- xiv. There is no separate maternal or paternal leave except for the fact that it will be considered under the permissible leaves of the academic year.
- xv. If the leave duration exceeds maximum permissible leave of 36 (thirty-six) days for that academic year, the course duration will be extended for another 6 (six) months automatically, Further, if the duration of absence exceeds 72 (seventy-two) days in an academic year, the course duration will be extended for 1 (one) year. The course duration may be extended by the Dean (Academic) at any moment of time.
- xvi. In any case, students are not allowed to proceed for treatment outside the state on their own without the knowledge and approval of the competent authority. Students who desire to get treatment from another hospital outside the state of Manipur shall have to be referred with the approval of the Medical Board duly constituted by the Medical Superintendent, RIMS Hospital from time to time. Such application for outside the state treatment should be addressed to the Dean.
- xvii. The maximum permissible continuous leave of absence by any student is 10 (ten) days.
- xviii. Outstation students may utilize their annual special casual leaves to a maximum of 10 (ten) days. The concerned Warden must forward such leave application to the Dean.
- xix. No post-facto leave will be granted. It is the responsibility of the student to inform the authority and apply for leave in time even when they are out stationed.
- xx. A student cannot leave the station even in emergency without information and approval of the competent authority. In case of emergency, leave application submitted beyond the office hours including station-leaving permission may be granted by the concerned Warden. In such a situation, the Warden must forward the leave application on the next working day to the Dean.
- xxi. Leave applications related to religious events shall not be entertained.
- xxii. Students who are absenting themselves without information and permission of the competent authority, or students, who have not reported after their sanctioned leaves, will be reported by the Warden to the Dean for necessary action.
- xxiii. For students representing the institute in the state and national level competitions, their period of absence will be treated as “on duty”. Similarly, training period for students who are deputed by the institute shall be treated as “on duty”.
- xxiv. Combined leave application by a group of undergraduate students shall not be entertained.

- xxv. Biometric recording shall not be affected by adverse environmental conditions and busy duty schedule. Biometric record entry should be the priority for all the students.
- xxvi. **Name, semester, year of admission, date of application and mobile number** must be clearly written in the leave application.
- xxvii. On routine inspection, if students are not found in the class or at the place of their posting after their biometric entry for the day, they are to be treated as “absent” for the day.
- xxviii. Penalty for unauthorized leave within the total permissible leave of 36 (thirty -six) days in an academic year is Rs. 400 (rupees four hundred) per day for MBBS and BDS students and Rs. 200 (rupees two hundred) per day for the rest of the students of other streams. This is to be paid to the Cashier in the Administrative block.
- xxix. The compulsory rotatory internship is for a period of 12 months. There is no permissible leave during the internship. However, application for unavoidable leave should be addressed to the Dean (Academic) and submitted through the concerned HOD. Any leave taken by an intern during the internship will be repeated at the end of the compulsory rotatory internship. A separate roster will be prepared by the Academic section after the completion of scheduled internship posting for all Departments.
- xxx. Authorized or un-authorized absence for more than one third of the total duration of posting in a department, the intern has to repeat the whole posting period in the same Department at the end of compulsory rotatory internship.
- xxxi. Biometric attendance recording and departmental recording will be taken into consideration while deciding attendance of the intern during their compulsory 12 months compulsory internship.

#### **10.5.2. Leave Rules for Postgraduates**

1. Biometric attendance recording is compulsory for all postgraduate students. It is the responsibility of the students to get themselves registered for the biometric entry at the Computer Networking Section within 2(two) weeks of their joining the institute.
2. Dual attendance records shall be maintained – departments as well as biometrics (Dean’s Office). However, biometric attendance record will be considered while deciding annual attendance of a particular student.
3. On all working days, biometric entry is to be done twice a day, between 8-9 AM in the morning and between 4-6 PM in the afternoon.
4. On holidays including Sundays and second Saturdays, biometric entry is to be done once a day between 8-10 AM.
5. Biometric entry before and after the scheduled timing shall be treated as non-entry and shall be treated as ‘Absent’ for the day.
6. Single biometric entry on all working days shall be treated as ‘Absent’.
7. Outstation students may record their attendance on arrival (any time) after a sanctioned leave. This is to indicate their availability in the campus.
8. Non-functioning of the biometric machine should be informed in writing to the Dean(Academic) and during such non-functioning periods, departmental attendance record will be taken into consideration while counting the percentage of attendance.
9. All the postgraduate students can enjoy 12 (twelve) days Casual Leave in an academic year based on their date of admission. This leave is to be granted by the Head of the concerned Department.

10. Maximum permissible leave for any postgraduate student is 30 (thirty) days in the first year and 36 (thirty-six) days in each subsequent year inclusive of casual leaves. These leaves are for the specific year and cannot be added together, and unspent leave of a year cannot be carried forward. Further, the same cannot be demanded as a matter of right.
11. Any unauthorized leave more than the above allowable leave will make the PG debarred from appearing the university examination of the batch, and s/he will appear in the next university examination. If the leave days exceeds 146 days, (s)he will be debarred from appearing university examination of the batch and immediate subsequent (supplementary) university examination.
12. In extraordinary circumstances, authorized leave of 73 days in any academic year may be allowed by a trainee with special permission a priori. However, if such leave exceeds 73 days (20% of 365 days), (s)he will be debarred from appearing university examination of the batch, and (s)he will be allowed to appear in the next examination (usually in 6 months). His/her training period will be extended for the period of absence to complete the training program.
13. If such leave [Clause 10.5.2 (12)] exceeds 146 days, (s)he shall be debarred from appearing university examination of the batch and the immediate subsequent (supplementary) university examination. S/he will appear the university examination after one year. His/her training period will be extended for the period of absence to complete the training program.
14. As regards the remuneration, a trainee will be paid only for three years. Deduction will be made from the remuneration for any unauthorized absence. In case of authorized absence and extension of the training period, an option will be given to the trainee either to enjoy the remuneration during the period of absence or during extension.
15. No student should leave station without prior station leaving permission from the competent authority. Station leaving without prior approval of the competent authority (even in emergency) will be treated as “Unauthorised Leave” and fined accordingly.
16. Leave beyond 12 (twelve) days of casual leave in a year and station-leaving certificate should be applied through proper channel to the Dean, RIMS Imphal with supportive documents.
17. There is no separate maternal or paternal leave except for the fact that it will be considered under the permissible leaves of the academic year.
18. In any case, students are not allowed to proceed for treatment outside the state on their own without the knowledge and approval of the competent authority. Students who desire to get treatment from another hospital outside the state of Manipur shall have to be referred with the approval of the Medical Board duly constituted by the Medical Superintendent, RIMS Hospital from time to time. Such application for outside the state treatment should be applied to the Director through proper channel.
19. Normally, maximum permissible continuous leave of absence by any student is 10 (ten) days.
20. Maximum permissible leave related to attending conferences including travel is 8(eight days) in an academic year.
21. No post-facto leave will be granted. It is the responsibility of the student to inform the authority and apply for leave in time even when they are out stationed.
22. Student cannot leave station even in emergency without information and approval of the competent authority. In case of emergency leave, application submitted beyond the office hours including station leaving permission may be granted by the Head of

Department concerned. In such a situation, the Head of Department must forward the leave application on the next working day to the Dean.

23. Leave application related to religious events shall not be entertained.
24. Heads of Departments must maintain the casual and permissible leave balance for all students separately. Leave balance for both casual and permissible leaves are to be noted separately while forwarding leave application for the students.
25. Students who are absenting themselves without information and permission of the competent authority or students who have not reported after their sanctioned leaves must be reported by the HoD concerned to the Dean for necessary action.
26. Training period of students who are deputed by the institute to another established institute for training on facilities not available in RIMS Imphal shall be treated as “on duty”.
27. Combined leave application by a group of postgraduate students shall not be entertained.
28. Biometric recording shall not be affected by adverse environmental conditions and busy duty schedule. Biometric record entry is the priority for all the students.
29. Name, subject, year of admission and mobile number must be clearly written in the leave applications.
30. To save paper, forwarding of the leave application by the HoD concerned may be done on the application itself by writing recommendation along with status of leave balance. A covering letter from the HoDis not required.
31. On routine inspection, if students are not found at the Department or at the place of their posting after their biometric entry for the day, they are to be treated as “absent” for the day.
32. Penalty for unauthorized absence within the permissible leave is Rs. 500 (five hundred) per day.

**10.6. *Hostel accommodation rules and regulations***  
***(Revised as on October 22, 2020)***

*The undergraduate and postgraduate students will be provided hostel accommodation subject to availability.*

The following rules will govern the residents in hostels –

- 1) Only bonafide students at the college can apply for hostel accommodation.
- 2) Each hostel is managed by a Warden, who is appointed by the Director, RIMS from amongst the faculty members. Each hostel shall have a Prefect and an Assistant Prefect, who shall be selected by Wardens from amongst the inmates of the hostel for a period of one year. During this period, they will be entitled to rent free hostel accommodation. They shall be assisting the Warden in day-to-day management of hostels but shall neither take any decision contrary to the direction of Wardens nor shall they initiate any activity in the hostel without taking prior permission from the Warden. They shall contact the Warden in all matters of the hostels. However, in emergency, they shall contact the RIMS Authority including the Director for information and necessary action. In case they are found indulging in any undesirable activity, they are liable to be removed from the post of Prefect/Assistant Prefect by the Warden.
- 3) Each hostel shall have as many Sub-Committees as deemed necessary by the Warden for the welfare of the inmates of hostels. All the members of such Sub-Committees shall be inmates of the respective hostels and shall work in honorary capacity.

- 4) Hostel allotment of students will be done by the Warden in consultation with the Chief Warden. In case of need, the Dean's Office may be involved.
- 5) Students shall check electric fittings, furniture and other articles issued to them at the time of occupying the rooms and report any damage before occupation.
- 6) Students are not allowed to interchange rooms without a written permission from the Warden. Transfer of furniture officially issued from one room to another is not allowed.
- 7) While leaving the room for classes, students should ensure that light and fans in the room are switched off.
- 8) Hostel fees and other requisite fees should be paid by the students at the time of admission or at a time as specified through notification. For undergraduate students, the mess fee should be deposited for one year at the time of admission and thereafter at a time as specified through notification. For non-payment of the fees, the hosteller may be expelled or barred from appearing examinations. Mess may be managed by students or contractors. The decision will be taken jointly by the RIMS authority and students.
- 9) Mess rules framed by the authority from time to time shall be followed. In case of mess (for all) being managed by the students, the above rules may be relaxed.
- 10) The meals should be taken only in the common dining room except in case of sickness. Mess utensils and furniture should not be taken out of the dining room.
- 11) All cases of sickness must be brought to the notice of respective Wardens immediately.
- 12) Students desiring to go outside the campus are advised to enter in the register available with the gatekeeper/chowkidar of the respective hostels.
- 13) Hostellers must return to the respective hostels before 8 pm in case of boys and 7 pm in case of girls during summer; and before 7 pm in case of boys, 6.30 pm in case of girls during the winter. Wardens with the help of the Prefects shall supervise and ensure strict adherence to these timings. Hostellers who are on hospital duty for late hours may be exempted from this rule.
- 14) Visitors are allowed to visit the inmates of hostels only during visiting hours. The visiting hours are as under:

**April to September (summer)**

Weekdays, 4 pm to 6 pm

Sundays and Holidays, 8 am to 10 am & 4 pm to 6 pm

**October to March (winter)**

Weekdays, 4 pm to 5 pm

Sundays & Holidays, 8 am to 10 am & 4 pm to 5 pm

- 15) The visitors are allowed to meet the inmates of hostels only in the visitors' room. No visitor is allowed inside the hostel rooms without prior permission of the Wardens. Disciplinary action will be taken against the student whose visitor violates the rules. The Prefect/Assistant Prefect should see that the inmates follow these rules strictly and report the matter to the Warden in case of any violation.
- 16) No guest will be allowed to stay in the hostel. If any hosteller entertains the guest(s) in his/her room, disciplinary actions will be taken against the hosteller.
- 17) Any hosteller intending to be absent himself/herself from the hostel for a temporary period for valid reasons must obtain prior written permission of the concerned Warden. In case of girl students, a prior application from local guardian/parent will be necessary for obtaining such permission. No reduction in hostel rent or fees, however, will be allowed under any

circumstances. Any unauthorized absence from the hostel shall be immediately reported by Prefects/Assistant Prefects to the respective Wardens, who in turn will report the absence to the Dean's Office.

- 18) Late night passes will be issued on request by the Warden for genuine reasons.
- 19) Hostellers shall not be allowed to light any fire or use kerosene stoves or electric appliances such as heater, toaster, coolers, etc. inside their rooms or in the premises of the hostels. Cooking individually or collectively is strictly prohibited except in those areas/rooms designated for the purpose by the institute.
- 20) Hostellers found causing damage or disfigurement or destruction of hostel buildings, electrical and sanitary fittings, furniture, utensil, or other properties of the hostel will be punished, and he/she shall be made to replace or repair the damage over and above the penalty meted out to him/her.
- 21) Consumption of intoxicating beverages, banned drugs, gambling and any form of antisocial activities inside the premises are strictly prohibited. If any inmate of the hostels is found indulging in such activities, s/he will be punished as per rules.
- 22) No unauthorized alteration or extensions of structure (building), electrical fittings, furniture, etc. is allowed in hostel buildings. Any hosteller found indulging in such undesirable activity will be punished as per rules.
- 23) Students are not permitted to keep firearms or any other types of lethal weapons in the hostel premises.
- 24) Warden is authorized to open every locked room without prior consent of the student in case of emergency.

#### **Breach of discipline on the part of students**

- 25) In the event of breach of discipline and misconduct/misbehaviors on the part of student(s), the Warden shall have the following powers:
- 26) Non-compliance of the Hostel Rules and Regulations number 19 to 23 by a student will attract a penalty in the form of a fine of Rs. 8,000 (rupees eight thousand) or expulsion from the hostel for 6 (six) months for the first offence in case of undergraduate students; for the repeat offence(s), a fine of Rs. 15,000 (rupees fifteen thousand) or expulsion from the hostel for one year. For the post graduate students, a fine of Rs. 15,000 (rupees fifteen thousand) for the first offence or expulsion from the hostel for 6 (six) months and permanent expulsion from the hostel for a repeat offence. Decision can be taken by the Warden in consultation with the Chief Warden to this effect.
- 27) Any other matter or those not covered by the above rules will be decided by the Chief Warden and Wardens in consultation with the Dean or the Director as per the gravity of the offence.

### **11. GUIDELINES FOR THE EFFECTIVE RUNNING OF THE UNDERGRADUATE/ POSTGRADUATE HOSTEL MESS**

1. Joining hostel mess is mandatory for all hostellers of the undergraduate hostels. Interns, House officers and postgraduate students staying in the undergraduate hostels must join mess without any exception. Students are not allowed to join mess in a hostel other than their own hostel.
2. Any student who does not like to join the mess shall have to vacate the hostel and arrange their own accommodation.
3. Mess fee must be paid in advance twice in a year (June and December). Students are also allowed to pay mess fee for one year in advance to the bank, if they wish so.

4. Students failing to deposit half yearly mess fee in advance will not be allowed to appear in the semester or the University examination or shall not be promoted to the next higher semester.
5. For Interns/House Officers/postgraduate students who do not pay mess fee in advance, their 6 months mess fee will be deducted directly at source from their stipend/salary.
6. Internship completion certificate or postgraduate completion certificates will not be issued unless their mess dues are cleared in advance.
7. Meals should be taken only in the dining halls. Students are not allowed to take meals in their respective rooms. However, limited permission for having meal in the room will be permitted by the warden/Prefect concerned in unavoidable circumstances like illness. A fine of Rs. 500 will be charged from the individual who violates this rule.
8. A fine of Rs.1000 will be charged against any hosteller who parks their bikes, scooter, and bicycles inside the dining hall at any moment of time.
9. The contractor will ensure that the kitchen and dining hall are kept neat and clean all the time.
10. Staffs of the hostel other than kitchen staff who are taking meal from the mess will be charged money for the meal.
11. Mealtime
  - i. Lunch 11:30 AM – 1:00 PM
  - ii. Dinner 6:00 PM – 7:30 PMThe contractor will ensure that mess attendants are available during the mealtime.
12. Students must replace or repair any damage done to the dining hall including utensils and furniture, etc.
13. The contractor will be selected by floating an open tender. One contractor may run maximum of 2 (two) hostel mess. A security deposit of Rs. 1 lakh for each hostel must be made by the contractor in advance.
14. Non-performing or unsatisfactory contractor may be discontinued anytime. Quantity and quality of the food must be maintained as per the agreed norms. Food quality shall be checked by the authority at least twice in a month.
15. Menu list for both lunch and dinner shall be approved by the Academic Sub-Committee and the same should be displayed in the dining hall.
16. Pure vegetarian meals will be made available in one of the male and female undergraduate hostels separately.
17. Guests may take meal in the dining hall on payment of Rs. 40 per plate to the contractor. A student who has guest must inform the contractor and pay the bill in advance.
18. Mobile number of the Contractor, Warden, Dean and Director must be displayed at a prominent place in the Hostel.

*Approved by the Academic Sub Committee meeting held on 22/02/2018*

**12. DRIVING INSIDE THE CAMPUS (MOTORIZED FOUR OR TWO-WHEELERS) IS NOT RECOMMENDED. THE USE OF BICYCLES OR WALKING ON FOOT IS ENCOURAGED WITHIN THE CAMPUS.**

**13. GUIDELINES FOR ATTENDING CONFERENCE BY THE UNDERGRADUATE MEDICAL STUDENTS**

**What is permitted?**

Conferences/Seminar/Workshop/Symposium/CME organized by

- the Medical Students of a recognized medical college/institute
- a recognized Medical Association for the medical students.

**What is not permitted?**

- Conferences/Seminar/Workshop/Symposium/CME organized by Political parties or their frontal organizations.
- Conferences organized by frontal students' organization of the non-governmental organizations
- Conferences organized by religion-based organizations.

**Duration:**

- Duration for the conference should not be more than 2(two) days and 1 (one) day for the seminar/symposium/Workshop/CME excluding the journey period.

**Nature of Leave:**

- Medical students are officially allowed 30 days of leave in a year, which include 10 days each for summer and winter vacations and the remaining 10 days on account of unforeseen reasons. Outstation students are allowed to leave station during the remaining 10 days leave.
- Leave related to attendance of conference/ seminar/ symposium/ workshop / CME will be adjusted from the remaining 10 days leave.
- However, attendance during the period of absence shall not be counted.

**Financial assistance:**

- No TA/DA will be borne by the institute.
- For national level events, institute may consider bearing the registration fee on case-to-case basis limited to 5 students except under special circumstances.

**Procedure of leave application:**

- All leaves applications with station leaving permission should be submitted to the Director, RIMS Imphal through the Warden of the respective hostel at least 1 (one) month ahead of the event.
- Joining report along with a photocopy of the certificate of attendance should be submitted to the Dean (Academic) on arrival.

**14. GUIDELINES FOR ATTENDING CONFERENCES BY THE POSTGRADUATE MEDICAL STUDENTS**

**14.1. What is permitted?**

- Conferences/Seminar/Workshop/Symposium/CME organized by a recognized Medical Association related to the specialty.
- Postgraduate students are allowed to attend 1 (one) national level conference and another national level CME/Workshop/Seminar/Symposium outside the state of Manipur in an academic year.

- However, they are permitted to attend as many medical conferences/seminars/symposiums/CMEs/workshops held in RIMS and at Imphal with the permission of the Head of Department.
- Academic year for a particular student is based on the date of joining of the postgraduate student.

#### **14.2.What is not permitted?**

- Conferences/Seminar/Workshop/Symposium/CME organized by Political parties or their frontal organizations.
- Conference organized by frontal student's organization of the Non-Governmental organizations
- Conference organized by religion-based organizations.
- Conference organized/sponsored by Pharmaceutical companies & NGO's.

#### **14.3.Duration**

- Duration of the conference should not be more than 3 (three) days and 1 (one) day for the seminar/symposium/Workshop/CME excluding journey periods.

#### **14.4.Nature of Leave**

- Postgraduate students are officially allowed 30 days leave in the first year and 36 days leave each in the second and third years respectively. Of which, 12 days' casual leave in a year is granted by the respective Head of Departments.
- Leave related to attendance of conference/seminar/symposium/workshop/ CME will be adjusted from the remaining 18 days' leave in the first year and 24 days in the 2<sup>nd</sup> and 3<sup>rd</sup> years.
- However, attendance during the period of absence shall not be counted.

#### **14.5.Financial assistance**

- No TA/DA will be borne by the institute.
- For international conferences of the specialty held outside India, a sum of Rs.20000.00 (Rupees Twenty thousand only) may be given to the postgraduate students whose own thesis work is approved for oral presentation as an incentive from the institute.

#### **14.6. Procedure of leave application**

- All leave application with station leaving permission should be submitted to the Director, RIMS Imphal through the Head of Department at least 1 month ahead of the event.
- Joining report along with a photocopy of the certificate of attendance should be submitted to the Dean (Academic), RIMS, Imphal on return.

### **15. GUIDELINES FOR SELECTION OF FOREIGN MEDICAL GRADUATE (FMG)MBBS INTERN FOR UNDERGOING POST MBBS INTERNSHIP IN RIMS IMPHAL**

The National Medical Commission guidelines will be followed for the selection of FMGs to undergo internship in RIMS, Imphal. Further, applications for partial internships will not be accepted.

### **16. RIMS MEDICAL STUDENTS DRESS CODE**

Medical students are required to place a high value on personal appearance, including attire. The reasons are rooted in concerns for infection control, communication, and cultural sensitivity.

A patient's trust and confidence in the health care provider are essential for successful treatment experiences and outcomes. The message communicated by the caregiver by his/her dress and appearance plays a fundamental role in establishing this trust and confidence. Recent trends in clothing, body art and body piercing may not be generally accepted by the patients and public.

The following guidance is not meant to be exhaustive but to provide a quick framework for students to follow.

### **General Standards**

1. Dress in a discreet and professional manner
2. Wear clean white apron (full sleeve)
3. Name badges identifying you as a medical student must be always worn and clearly visible to those with whom you are interacting.
4. Good personal hygiene is to be always maintained. This includes regular bathing, and regular dental hygiene.
5. Avoid distracting perfumes or colognes (may precipitate allergies or sensitivities to patients).
6. Cosmetics should be used in moderation.
7. Hair Maintenance
  - a. Hair should be neat, clean, secured to avoid interference with patients and work.
  - b. Avoid scarves or ribbons (unless culturally appropriate).
  - c. Beards/moustaches must be neatly trimmed.
8. Jewellery
  - a. Keep jewellery to a minimum (represents potential for cross-infection).
  - b. The following are permitted: a watch, a plain engagement/wedding ring, small earrings (large earrings are distracting and may be pulled through the ear by the agitating patients),
9. Dress and Shoes
  - a. Clothing should be clean
  - b. Men: tailored slacks, dress shirt (formal) are appropriate attire.
  - c. Women: *phanek* (wrap around), *salwar kameez*, *orchuridhar*, skirts of medium length, tailored slacks, shirt or blouse are the appropriate attire.
  - d. Shoes must be comfortable, clean and in good repair. Shoes (soft soled) should be worn with socks or hose.
  - e. A shirt may be left untucked if it has a straight hemline (tunic).
  - f. Remember patients may feel uncomfortable if students wear clothing that is provocative or revealing
10. Hand Care
  - a. Fingernails should be clean and short.
  - b. Muted tones of nail polish are appropriate for women. No artificial nails.
11. Prohibited items in the hospital and classrooms
  - a. The students must not wear operation theatre scrubs/uniforms on the streets/roads, or outside the campus. Scrubs must be worn only in the place of work - within the hospital/operation theatre premises.
  - b. Sandals (rubber) or open-toed shoes, high-heeled or canvas shoes (blood or needles may penetrate the fabric).

- c. Clothing or accessories bearing pictures or writing those states or implies unprofessional, illegal, distasteful activities
- d. Sunglasses (without a medical reason)
- e. Visible tattooing that might be considered inappropriate or offensive
- f. Facial piercing on eyebrows, lips or tongue or three or more earrings on one ear
- g. Head covering, except for professional, medical, or religious reasons.
- h. Males - Cap, earrings, torn trousers touching the floors, ponytails, trousers with 6 or more pockets
- i. Midriff tops, T- shirts, halter, translucent or transparent tops, very short miniskirts, shorts or top with plunging necklines, tank tops or sweatshirts.
- j. Buttons or large pin (could interfere with function, transmit disease, or be grabbed by the patient).
- k. Extremes in neckline or hemlines are inappropriate.
- l. Leggings, tight fitting dirty jeans, torn jeans, shorts, Bermuda, stretch tights or athletic clothing (sweats or jogging outfits) are not appropriate.
- m. Wear stethoscope around the neck outside the hospital premises

RIMS expects medical students on clinical attachments to adopt the standards we set for conduct, dress, and appearance.

## **17. INSTRUCTIONS FOR CANDIDATES APPEARING IN THE EXAMINATIONS**

### **17.1. GENERAL INSTRUCTIONS**

- I. Candidates are required to strictly observe the rules laid down by the University for conduct of examination.
- II. The examination will commence on the date and time as notified by the University.
- III. **Items to be brought on the day of Examination:**
  - (a) Admit Card (*no entry to examination hall without Admit Card*)
  - (b) Fountain pen/ball pen
  - (c) Pencil (*including colour pencils*)
  - (d) Scale
  - (e) Eraser
  - (f) Wristwatch (*should be kept in the transparent plastic envelope at the time of entry & during the examination*)

**All these items are to be brought in an A4 compactable pure transparent plastic envelope.**

#### **IV. Barred items:**

The candidates are not allowed to carry the following items inside the Examination Hall under any circumstances. The candidates may be subjected to compulsory frisking before entering the Examination Centre by the Security staff.

- a. Any stationery items like textual materials (printed or written), bits of papers, geometry/pencil box, plastic pouch, calculator, pen drive, log table, electronic pen/scanner, file/clip board etc.
- b. Any communication devices like Mobile Phone, Bluetooth devices, Earphone, Pager, Health Band, etc.
- c. Other items like Wallet, Goggles, Handbag, Cap etc.
- d. Any edible items (opened or packed), water bottle, etc.

- e. Any other items, which could be used for unfair means or for hiding communication devices, like Camera, Bluetooth, etc.

**No arrangement will be made at the Examination Hall for keeping any barred articles/items belonging to the candidates. Even if they are brought, it should be kept at least 100 meters away from the Examination Hall. Any such items found within 100 m of the examination hall will be confiscated.**

**Best policy is to report for examination without books, wallet, and mobile phone.**

In case any candidate is found in possession of any of the barred items inside the Examination Hall, it will be considered as use of unfair means and action will be taken against the candidate as per rules.

#### **V. Entry to the Examination Hall**

- a. Examination Hall will be opened 15 (fifteen) minutes before the commencement of the examination.
- b. Candidates must take their respective seat at least 10 (ten) minutes before the commencement of examination.
- c. Main door of the Examination Hall will be closed 5 (five) minutes before the commencement of examination.
- d. No entry of the students to the Examination Hall after the commencement of the examination.

#### **VI. Any pre-existing writing on the assigned examination table must be informed to the invigilator before the commencement of the examination.**

- VII. The instructions printed on the front page of the answer-sheets must be carefully read for strict compliance.
- VIII. Each candidate shall write on the cover page of the answer-sheet, his/her Name, Roll Number and University Registration number only. Candidate shall not write name or roll number on the answer paper except on the front page with the sole intention to render identification of the answer-sheet after coding.
- IX. On no account should any page be torn from the answer-sheet.
- X. Candidates are required to produce their Admit Cards and University Registration Certificate to the invigilator and when directed by the Officer-in-Charge for the examination.
- XI. No candidate will be allowed to leave the examination hall until an hour has elapsed from the commencement of examination. Further, no candidate will be allowed to re-enter the examination hall after submission of answer sheet.
- XII. Candidates must submit the answer-sheet when she/he completes writing or when the time has elapsed.
- XIII. No candidate can leave the examination hall without submitting the answer sheet. A candidate having completed writing, must hand over the answer paper including the blank sheets to the Invigilator before leaving the Examination Hall. The answer paper must on no account be left on the desk.
- XIV. No candidate will be allowed to remain in the Examination Hall after the end of the examination, except to allow his/her answer-paper to be collected by the Invigilator.
- XV. Any barred articles carried into the Examination Hall or found in the possession of a candidate in contravention of this rule shall be liable to be seized by the invigilator/Officer-in-Charge and the candidate shall be liable for expulsion.

- XVI. A candidate, during examination shall not help or try to help any other candidate, or obtain or try to obtain any help from any other candidate or other person. Communication in any form is strictly forbidden between a candidate and any other person whether inside or outside the Examination Hall during the examination.
- XVII. Candidates are warned that any attempt to use any unfair means during the examination or any breach or attempted breach of these or other examination rules, will render them liable for expulsion by the invigilator /Office-in-Charge from the examination or any part thereof, and to such further penalties as the University may determine.
- XVIII. Notwithstanding the issue of the Admit Card, the University/RIMS shall have the right to debar any student for any reason which may appear sufficient to cancel the admission of any candidate to any examination whether before, during or after the examination.

Further, the University may also debar a candidate from appearing any subsequent University Examination or Examinations depending on the nature of violation of university regulations. The decision of the University in all such cases shall be final.

## **17.2. RIMS GUIDELINES FOR ENGAGING A PROXY WRITER FOR THE UNIVERSITY EXAMINATION**

### **A. Who is eligible?**

Person with loco motor disabilities with a permanent physical impairment certified by a duly constituted Disability board that he/she will not be able to write with the dominant hand or that he/she will need extra time as he/she will not be able to write beyond the stipulated time.

Students who get injury of the upper limb just before the University examination and the treating doctor certifies that he/she will not be able to write with the dominant hand.

### **B. Application procedure**

Application for a proxy writer is to be submitted to the Controller of Examinations, Manipur University through Dean (Academic) RIMS Imphal at least one month ahead of the examination for students with permanent physical impairment. However, in cases of injuries of the dominant upper limb just before the examination, application should be made at least 1 week before the examination.

### **C. Who can be a proxy writer for the medical examination?**

Recommended qualification for undergraduate courses like MBBS/BDS/BSc Nursing examination is XII class (Science stream) and for postgraduate examination recommended qualification is BSc who has good command in Hindi and English, preferably of the same gender.

*Medical students shall not be considered as proxy writer.*

### **D. Arrangement for examination before the examination and during the examination:**

1. Submission of proposal for proxy writer to the controller of Examinations, Manipur University by providing details of the proxy writer including a latest photograph of the proxy writer in a prescribed format.
2. University shall issue an admit card for the proxy writer.

3. Arrangement of a separate examination room or a convenient area in the main examination hall along with a separate invigilator for the disabled student.

**E. Who will arrange a proxy writer?**

Students by themselves shall take the responsibility of finding a suitable proxy writer fulfilling the above qualification.

**F. Remuneration for the proxy writer:**

Rs. 200/per theory examination to be paid by the institute.

**No proxy writer or examinee will be considered for clinical or practical based examinations.**

**18. GUIDELINES FOR CONTROLLING UNWANTED INCIDENTS AND USE OF INTOXICANTS BY THE STUDENTS IN THE HOSTEL AND INSIDE THE CAMPUS**

To maintain a peaceful and violence free environment inside the RIMS campus and also to reduce unwanted incidence of confrontation among students, between students and staff, students and outsiders including security personnel due to use of intoxicants by stakeholders, following guidelines will be followed.

**A. Role of the Student/Hosteller**

1. They should not keep/store intoxicants in their rooms.
2. They should not loiter around in the campus under influence of intoxicants.
3. They may inform the warden if any of the student/hosteller store intoxicants in their rooms.
4. They may complain to Prefect/ Warden/ Chief Warden/ Sub-Dean (Students' Affairs)/ Dean (Academic)/ Medical Superintendent/ Director if they find students using intoxicants inside the campus/hostel room. Their identities will not be revealed.
5. Wear apron while on duty and during college hours.
6. Always display identity card especially during night time for easy identification by the security personnel.
7. Do not unnecessarily argue with security personnel while they are discharging their duty for your safety and security.
8. In case of excesses committed by the security personnel, inform Warden/Chief Warden immediately and give a written complaint to the Director within 24 hours.

**B. Role of the Prefect/Assistant Prefect:**

1. He/she may inform the warden if any of the student/hosteller store intoxicants in their rooms.
2. He/she should immediately inform the Warden or to the Chief Warden/ Medical Superintendent/ Director (if Warden is not available) if they find students using intoxicants inside the hostel campus/hostel room.

**C. Role of Warden**

1. The warden should do regular checking of their hostel and hosteller at different timings. He/she should have regular meetings with the hostellers and counsel them on the consequences of the using intoxicants inside the campus/hostel.
2. The Warden should respond to the complaints/information immediately.
3. Depending on the situation, he/she may call the local security to assist him. Only when the situation is uncontrollable, he/she should inform the Chief Warden and Medical

Superintendent for immediate assistance by the police personnel. Chief Warden's presence is desirable (not mandatory) in cases where police personnel are used to control a crisis.

4. In extreme conditions, the Warden may directly call on the Chief Warden/Medical Superintendent/Dean (Academic)/ Director for crisis resolution.
5. Warden must submit a detail report of any major crisis inside the hostel to the Director within 24 hours.
6. A logbook may be maintained for such visit of the warden.

#### **D. Role of Security**

1. They must ensure safety and security of the staffs and students inside the campus by conducting regular and routine security rounds.
2. Whenever students are involved, they must try to tackle the crisis with outmost caution.
3. They are allowed to resolve crisis involving students with restraint but are not permitted to confine students or interrogate without the permission of the warden or Medical Superintendent/Director.
4. They must immediately respond to calls from the Prefect/Warden.
5. Police personnel must enter the hostel only in presence of Warden except in crisis.
6. They must inform in writing within 24 hours to the Medical Superintendent/Director about incidents involving students.

#### **E. Role of the Administration**

1. To check regularly suspected sources of suspected intoxicants inside the RIMS Campus and to take up urgent action to sanitize the sources.
2. To prevent students promoting/ patronizing unauthorised local hotels inside the RIMS campus.
3. To be proactive to crisis resolution.

*Approved by the Academic Sub Committee meeting held on 23/2/2016*

### **19. GUIDELINES FOR UTILISING SPORTS & FITNESS FACILITIES AVAILABLE AT RIMS GYMKHANA**

#### **A. The following persons can utilise the Gymkhana**

- a. Bonafide students at Regional Institute of Medical Sciences, Imphal
- b. Staff of Regional Institute of Medical Sciences and their spouses

#### **B. Registration as member for utilising Gymkhana by the RIMS staff/ spouses**

- a. Registration/membership is not open to a person who is not a RIMS student or staff/spouse.
- b. Application to Dean (Academic) in the prescribed format
- c. Individual Membership fee of Rs. 5000 to be deposited to the RIMS Cashier
- d. Individual Annual renewal fee of Rs. 3000 to be deposited to the RIMS Cashier
- e. Entry Pass with photograph will be issued on completion of application formalities with validity of one year only. Entry pass is to be renewed every year.

#### **C. Attendance record**

- a. Members and students must make full entry at the Attendance Logbook before entering the Main Hall. Students must carry their students' **Identity Card** and members must also carry the **Entry Pass** to Gymkhana.
- b. Any guest who accompanies the student or a member must also sign in the visitors' logbook as **Guest. Guest without an Identity Card shall not be allowed to enter the**

**Gymkhana** and they are also not allowed to utilise the health and fitness facilities in the Gymkhana.

**D. Parking**

- a. Guests are not allowed to park their vehicle inside the Gymkhana campus.

**E. Ban on the use of intoxicants/smoking/chewing pan in the premises of Gymkhana**

- a. Members and guests are not allowed to use any form of intoxicants inside the Gymkhana
- b. Smoking and chewing pan is strictly prohibited.
- c. Litters including water bottles should be properly disposed at the designated dustbins.

Members indulging in the above 3 items will be banned from further entry to the Gymkhana.

**F. Utilisation of Gymkhana for social events**

- a. Application for utilisation of Gymkhana for social events or tournaments organised by state medical associations or other NGOs shall not be routinely entertained by the administration in view of heavy engagement of the facility by the students and staff.

**G. Time allocation**

- 1.
  - a. Staff /spouses /guest can utilise Gymkhana **only** in the morning shift
  - b. Students can utilise Gymkhana in the evening shift
  - c. Gymkhana opens at 5:30 AM and closes at 7:00 PM
  - d. Morning shift: 5:30 AM to 8:30 AM
  - e. Evening shift: 3:50 PM to 6:50 PM

**2. Penalty for offenders**

- a. They will be debarred from entering Gymkhana.

**3. In case of dispute**

- a. Physical Instructor, RIMS, Imphal and in-charge of the Gymkhana is the first reporting officer
- b. Dean (Academic), RIMS, Imphal is the 2<sup>nd</sup> reporting officer
- c. Director, RIMS, Imphal is the appellate authority

**20. List of Faculty teaching staff**

**20A. Medical Stream**

**Anatomy**

- |    |                                  |                       |
|----|----------------------------------|-----------------------|
| 1. | Dr. R. K. Ajita, MD              | - Professor & Head    |
| 2. | Dr. A. Jaishree Devi, MD         | - Professor           |
| 3. | Dr. Ch. Rajlakshmi Devi, MD, PhD | - Professor           |
| 4. | Dr. S. Purnabati Devi, MD        | - Associate Professor |
| 5. | Dr. I. Deven Singh, MD           | - Associate Professor |
| 6. | Dr. G.T.N. Sangma, MD            | - Assistant Professor |
| 7. | Dr. G. Tarun Kumar Sharma, MD    | - Assistant Professor |

**Biochemistry**

- |    |                             |                       |
|----|-----------------------------|-----------------------|
| 1. | Dr. L. Shaini, MD           | - Professor & Head    |
| 2. | Dr. Sangeeta Naorem, MD     | - Associate Professor |
| 3. | Dr. H. Davina, MD           | - Associate Professor |
| 4. | Dr. Ng. Arunkumar Singh, MD | - Assistant Professor |

5. Dr. Ksh. Victoria Devi, MD - Assistant Professor
6. Dr. Parama Banerjee, MD - Assistant Professor

### **Physiology**

1. Dr. Sarada N., MD - Professor & Head
2. Dr. L. Suresh Roy, MD - Professor
3. Dr. Y. Govindaraj Singh, MD - Professor
4. Dr. Jayshree Ph., MD - Associate Professor
5. Dr. Florence L., MD - Associate Professor
6. Dr. L. Nataraj Singh, MD - Associate Professor
7. Dr. Kh. Ranendra Singh, MD - Assistant Professor
8. Dr. N. Basanti Devi, MD - Assistant Professor

### **Community Medicine**

1. Brogen Singh Akoijam, MD, MHSc - Professor & Head
2. Dr. P. Romola Devi, MD - Professor
3. Dr. H. Sanayaima Devi, MD - Professor
4. Dr. K. Shantibala Devi, MD - Professor
5. Dr. E. Vijaya Devi, MD - Associate Professor
6. Dr. Jalina Laishram, MBBS - Assistant Professor

### **Forensic Medicine & Toxicology**

1. Dr. Th. Meera Devi, MD - Professor & Head
2. Dr. Memchoubi Ph., MD - Professor
3. Dr. Kh. Pradipkumar Singh, MD - Assistant Professor
4. Dr. Supriya Keisham, MD - Assistant Professor

### **Microbiology**

1. Dr. Kh. Ranjana Devi, MD - Professor & Head
2. Dr. H. Rebachandra Singh, MD - Professor
4. Dr. Ksh. Mamta Devi, MD - Professor
5. Dr. Th. Nabakumar Singh, MD - Associate Professor
6. Dr. S. Damrolie, MD - Assistant Professor

### **Pathology**

1. Dr. Sushma Kh., MD - Professor & Head
2. Dr. S. Babina Devi, MD - Professor
3. Dr. M. Reeta Devi, MD - Associate Professor
4. Dr. Gayatri Pukhrabam, MD - Associate Professor
5. Dr. Ratan Konjengbam, MD - Associate Professor
6. Dr. O. Okendrajit Singh, MD - Associate Professor
7. Dr. L. Rajesh Singh, MD - Associate Professor
8. Dr. Sharmila Laishram, MD - Associate Professor
9. Dr. Babina Sarangthem, MD - Associate Professor
10. Dr. Kh. Ambala Devi, MD - Associate Professor
11. Dr. Rachel Shimray, MD - Assistant Professor
12. Dr. Gayatri Gatphoph, MD - Assistant Professor
13. Dr. ZothansungJoute, MD - Assistant Professor
14. Dr. Kh. Sucheta Devi, MD - Assistant Professor
15. Dr. Deepak Kumar Laishram, MD - Assistant Professor

### **Pharmacology**

1. Dr. N. Meena Devi, MD - Professor & Head
3. Dr. Ng. Gunindro Singh, MD - Professor
4. Dr. P. Shyamasakhi Devi, MD - Professor
5. Dr. M. Medhabati Devi, MD - Associate Professor
6. Dr. L. Tarinita Devi, MD - Assistant Professor
7. Dr. U. Dharmaraja Meetei, MD - Assistant Professor

### **Anesthesiology**

1. Dr. L. Deban Singh, MD, DA - Professor & Head
2. Dr. Kh. Maniram Singh, MD - Professor
3. Dr. S. Sarat Singh, MD - Professor
4. Dr. R. K. Gojendra Singh, MD - Professor
5. Dr. L. Pradipkumar Singh, MD - Professor
6. Dr. N. Ratan Singh, MD - Professor
7. Dr. N. Anita Devi, MD - Professor
8. Dr. Th. Rupendra Singh, MD - Associate Professor
9. Dr. L. Chaoba Singh, DA, MD - Associate Professor
10. Dr. L. Eshori Devi, DA, MD - Associate Professor
11. Dr. T. Hemjit Singh, MD - Assistant Professor
12. Dr. Y. Arunkumar Singh, MD - Assistant Professor
13. Dr. A. Jack Meitei, MD - Assistant Professor
14. Dr. M. Binarani Devi, MD - Assistant Professor

### **Dermatology**

1. Dr. Th. Nandakishore Singh, MD - Professor & Head
2. Dr. Th. Bijayanti Devi, MD - Professor

### **Obstetrics & Gynecology**

1. Dr. M. Rameswar Singh, MS - Professor & Head
2. Dr. L. Ranjit Singh, MS - Professor
3. Dr. N. Nabakishore Singh, MS - Professor
4. Dr. Ch. Pritamkumar Singh, MS - Professor
5. Dr. L. Bimolchandra Singh, MS - Professor
6. Dr. R.K. Praneshwori Devi, MS - Professor
7. Dr. Usharani Akoijam, MS - Associate Professor
8. Dr. K. Pratima Devi, DNB - Assistant Professor
9. Dr. Y. Ajitkumar Singh, MS - Assistant Professor
10. Dr. T. Thangkhojam Kom, MS - Assistant Professor
11. Dr. L. Trinity Meitei, MS - Assistant Professor

### **General Surgery**

1. Dr. S. Ranita Devi, MS - Professor & Head
2. Dr. M. Birkumar Sharma, MS - Professor
3. Dr. Ch. Arunkumar Singh - Professor
4. Dr. Ksh. Raju Singh, MS - Professor
5. Dr. Th. Gojendra Singh, MS, DNB - Associate Professor
6. Dr. L. Ramesh Singh, MS - Associate Professor
7. Dr. Chabungbam Gyan Singh, MS - Associate Professor
8. Dr. Sunil Singh Salam, MS - Associate Professor
9. Dr. B. Bobby Sharma, MS - Assistant Professor
10. Dr. Angela Marak, MS - Assistant Professor
11. Dr. Kh. Gojen Singh, MS - Assistant Professor
12. Dr. L. Chinglensana Singh, MS - Assistant Professor
13. Dr. Chetan Maibam, MS - Assistant Professor
14. Dr. L. Jaleshwar Singh, MS - Assistant Professor
15. Dr. Sridartha Khumukcham, MS - Assistant Professor
16. Dr. K. Lokendra Singh, MS - Assistant Professor

### **General Medicine**

1. Dr. Dhanaraj Chongtham, DM (Cardio) - Professor & Head
2. Dr. Santa Naorem, MD - Professor
3. Dr. Ksh. Birendra Singh, MD - Professor
4. Dr. K. Romeo Singh, MD - Associate Professor
5. Dr. T. Jeetenkumar Singh, MD - Associate Professor

- |     |                                |                       |
|-----|--------------------------------|-----------------------|
| 6.  | Dr. S. Ranabir Singh,DM (Endo) | - Associate Professor |
| 7.  | Dr. Th. Brojendro Singh, MD    | - Associate Professor |
| 8.  | Dr. S. Kenny Singh,MD          | - Associate Professor |
| 9.  | Dr. Th. Shanti Devi, MD        | - Assistant Professor |
| 10. | Dr. M. Bijoy Singh, MD         | - Assistant Professor |
| 11. | Dr. Linda Marangmei, MD        | - Assistant Professor |
| 12. | Dr. H. Dwijaraj Sharma, MD     | - Assistant Professor |
| 13. | Dr. Laimayum Romesh Sharma, MD | - Assistant Professor |
| 14. | Dr. Ningthoukhongjam Reema, MD | - Assistant Professor |
| 15. | Dr. Keisham Jaya Chanu,MD      | - Assistant Professor |

### **Ophthalmology**

- |    |                                  |                       |
|----|----------------------------------|-----------------------|
| 1. | Dr. Y. Chingsuingamba Meitei, MS | - Professor & Head    |
| 2. | Dr. L. Usharani, DOMS, MS        | - Associate Professor |
| 3. | Dr. N. Momota Devi, MS           | - Assistant Professor |

### **Orthopedics**

- |    |                              |                       |
|----|------------------------------|-----------------------|
| 1. | Dr. Nazimuddin Chishti, MS   | - Professor& Head     |
| 2. | Dr. Salam Nongthon Singh, MS | - Professor           |
| 3. | Dr. Sanjib Waikhom, MS, DNB  | - Professor           |
| 4. | Dr. Roel Langshong, MS       | - Assistant Professor |
| 5. | Dr. Victor Moirangthem, MS   | - Assistant Professor |

### **Otorhinolaryngology**

- |    |                             |                       |
|----|-----------------------------|-----------------------|
| 1. | Dr. Th. Sudhiranjan, MS     | - Professor & Head    |
| 2. | Dr. H. Priyoshakhi Devi, MS | - Professor           |
| 3. | Dr. Nicola C. Lyngdoh, MS   | - Professor           |
| 4. | Dr. P. Sobita Devi, MS      | - Associate Professor |
| 5. | Dr. O. Priyokumar Singh, MS | - Assistant Professor |

### **Psychiatry**

- |    |                           |                              |
|----|---------------------------|------------------------------|
| 1. | Dr. S. Gojendra Singh, MD | - Head & Assistant Professor |
| 2. | Dr. R.K. Lenin Singh, MD  | - Professor                  |

### **Pediatrics**

- |    |                                |                       |
|----|--------------------------------|-----------------------|
| 1. | Dr. Ch. Shyamsunder Singh, MD  | - Professor & Head    |
| 3. | Dr. Sunibala Keithellakpam, MD | - Associate Professor |
| 4. | Dr. Namganglung Golmei, MD     | - Assistant Professor |
| 5. | Dr. Th. Satyakumar, MD         | - Assistant Professor |
| 6. | Dr. T. Kambiakdik, MD          | - Assistant Professor |

### **Physical Medicine & Rehabilitation**

- |    |                                 |                       |
|----|---------------------------------|-----------------------|
| 1. | Dr. Ak. Joy Singh, MD, DNB, PhD | - Professor & Head    |
| 2. | Dr. N. Romi Singh, DNB          | - Professor           |
| 4. | Dr. L. Nilachandra Singh, MD    | - Associate Professor |
| 5. | Dr. N. BimolSingh, MD           | - Assistant Professor |

### **Radiodiagnosis**

- |    |                              |                       |
|----|------------------------------|-----------------------|
| 1. | Dr. S. Subhaschandra, MD     | - Professor & Head    |
| 2. | Dr. Meenakumari Ayekpam, MD  | - Professor           |
| 3. | Dr. Vijaya Shwllkar (Kamble) | - Professor           |
| 3. | Dr. Y. Priyobarta Singh, MD  | - Assistant Professor |

### **Radiation Oncology**

- |    |                             |                          |
|----|-----------------------------|--------------------------|
| 1. | Dr. Y. Sobita Devi, MD      | - Head & Assoc.Professor |
| 2. | Dr. L. Jaichand Singh, MD   | - Professor              |
| 3. | Dr. Akoijam Sunita Devi, MD | - Assisstant Professor   |

### **Respiratory Medicine**

1. Dr. H. Sunanda Devi, MD - Professor & Head
2. Dr. W. Asoka Singh, MD - Professor
3. Dr. I. Ibungo Singh, MD - Assistant Professor

#### **Sports Medicine**

1. Dr. Y. Nandabir Singh - Professor & HOD
2. Dr. Y. Ningthemba Singh - Assistant Professor
3. Dr. Ph. Bhupes - Assistant Professor

#### **Transfusion Medicine**

1. Dr. A. Barindra Sharma, MD - Professor & Head
2. Dr. K. Rachandra Singh, DCP, MD - Assistant Professor

#### **Urology**

1. Dr. Ak. Kaku Singh, MS, M.Ch. - Professor & Head
2. Dr. S. Rajendra Singh, MS, M.Ch. - Professor
3. Dr. Kh. Somarendra, MS, M. Ch. - Assistant Professor

#### **Plastic & Reconstructive Surgery**

1. Dr. Ak. Ibohal Singh, MS, M.Ch - Associate Professor & Head

#### **Surgical Gastroenterology & Minimal Access Surgery**

1. Dr. A. Devadutta Sharma, MS, MCh - Professor & Head

#### **Nephrology**

1. Dr. T. Brojen Singh, MD, DM (Nephro) - Associate Prof. & Head
2. Dr. N. Saratkumar Singh, MD, DM (Nephro) - Professor
3. Dr. Lk. Sharatchandra Singh, DM (Nephro) - Professor

#### **Cardiology**

1. Dr. Th. Sachindeva, MD, DM (Cardio) - Professor & Head

#### **Neurology**

1. Dr. Th. Suraj Singh, MD, DM (Neuro) - Professor & Head

#### **Cardiovascular & Thoracic Surgery Unit**

1. Dr. Kh. Chito Singh, MCh, CVTS - Assoc. Professor & Head

#### **Neurosurgery Unit**

1. Dr. Th. Gojendra Singh, MS, DNB - Associate Professor
2. Dr. K. Lokendra Singh, MBBS - Assistant Professor

#### **Paediatric Surgery Unit**

1. Dr. I. Kishorjit Singh, MS, MCh - Associate Professor
2. Dr. Kh. Sridartha Singh, MS - Assistant Professor

#### **Clinical Psychology**

1. Dr. Sameeta Ng., M. Phil, PhD - Head i/c Assistant Professor
2. Dr. L. Roshan Singh, M. Phil, PhD - Assistant Professor
3. Shri Mihir Kumar Thounaojam, M. Phil - Assistant Professor
4. Mrs. W. Rebecca, M. Phil - Assistant Professor
5. Mrs. Kh. Pampak, M.Phil - Assistant Professor
6. Ms. Julia Wahengbam, M.Phil - Assistant Professor

#### **Biostatistics**

1. Shri S. Ranjan Meetei, M.Sc. - Lecturer

**20B. Dental College, RIMS, Imphal**

The Bachelor of Dental Surgery course offered by the Dental College was started in July 2012. This is the 2<sup>nd</sup> Dental College in Northeast of India. Dental College is affiliated to Manipur University. Dental College got recognition from Government of India vide notification No. V.12017/18/2016 – DE dated 23<sup>rd</sup> Nov. 2016.

The study curriculum is in accordance with the Dental Council of India Regulations. Teaching Schedule is an integrated approach combining extensive Laboratory and clinical practice for better understanding of the subjects.

Dental College comprises of 9 (Nine) Departments with following faculties:

### **1. Oral Medicine & Radiology**

1. Dr. Kojiam Sashikumar Singh - Associate Professor
2. Dr. N. Deepak - Assistant Professor
3. Dr. Albert Asem - Assistant Professor
4. Dr. Gargi Yumnam - Tutor/Registrar

### **2. Periodontology**

1. Dr. Ashish Kumar - Professor
2. Dr. S. Subhaschandra Singh - Associate Professor
3. Dr. Tanya Nandkeoliar - Assistant Professor
4. Dr. Sachidananda Chungkham - Assistant Professor

### **3. Oral & Maxillofacial Surgery**

1. Dr. B. Praveen Reddy - Principal, Professor & HOD
2. Dr. W. Robindro Singh - Associate Professor
3. Dr. W. Tulsidas Singh - Assistant Professor
4. Dr. Braj Bhushan Mall - Assistant Professor
5. Dr. N. Bankim - Tutor/Registrar

### **4. Prosthodontics and Crown & Bridge**

1. Dr. Anand Rajapur - Professor
2. Dr. N. Rajesh Singh - Associate Professor
3. Dr. Nitai Debnath - Associate Professor
4. Dr. Babina Chirom - Assistant Professor
5. Dr. Arunoday Kumar - Assistant Professor
6. Dr. Suchetana Basak - Assistant Professor

### **5. Orthodontics and Dentofacial Orthopedics**

1. Dr. O. Brajachand Singh - Associate Professor & HoD
2. Dr. L. Bijaya - Assistant Professor
3. Dr. Kh. Savana - Assistant Professor

### **6. Public Health Dentistry**

1. Dr. Nandita Ksh. - Associate Professor
2. Dr. Rajkumari Surbala Devi - Assistant Professor
3. Dr. W. Malvika - Tutor/Registrar

### **7. Oral Pathology and Microbiology**

1. Dr. Nandini D.B. - Professor & H.O.D.
2. Dr. Ng. Sanjeeta - Associate Professor
3. Dr. Sumita Banerjee - Assistant Professor
4. Dr. Potsangbam Aparna Devi - Assistant Professor

### **8. Paedodontics and Preventive Dentistry**

1. Dr. Charan Kumal Kaur Dharmani - Assistant Professor
2. Dr. W. Bhoomika - Assistant Professor
3. Dr. R.K. Sarada - Tutor/Registrar

## 9. Conservative Dentistry and Endodontics

- |    |                                  |                       |
|----|----------------------------------|-----------------------|
| 1. | Dr. Deepak B.S.                  | - Professor & H.O.D.  |
| 2. | Dr. T. Premlata Devi             | - Associate Professor |
| 3. | Dr. Kiran kumar Aheibam          | - Associate Professor |
| 4. | Dr. Shamurailatpam Priyadarshini | - Assistant Professor |
| 5. | Dr. SagolsemChandarani           | - Assistant Professor |
| 6. | Dr. Jenny Atom                   | - Assistant Professor |
| 7. | Dr. Amandeep Kaur                | - Assistant Professor |
| 8. | Dr. L. Sophia                    | - Tutor/Registrar     |

All the departments are equipped with state-of-the-art equipment to provide the best of dental care for the patients. College conducts regular community dental camps to cater the needs of rural area. The Dental College complex comprises of Administrative Block, Clinical Departments, Laboratories, Lecture Halls, Library, Seminar Hall and Common Rooms for Boys and Girls with locker facilities.

## 20C. College of Nursing, RIMS, Imphal

- |     |  |                       |
|-----|--|-----------------------|
| 1.  | Prof. H. Jamuna Devi, MSc. Nsg.        | - Principal           |
| 2.  | Prof. A. Debajani Devi, MSc. Nsg.      | - Vice-Principal      |
| 3.  | Smt. L. Chanu Mala, M.Sc. Nsg.         | - Associate Professor |
| 4.  | Smt. Th. Nolini Devi, M.Sc. Nsg.       | - Lecturer            |
| 5.  | Smt. K. Maloti Devi, M.Sc. Nsg.        | - Lecturer            |
| 6.  | Shri L. John Singh, M.Sc. Nsg.         | - Lecturer            |
| 7.  | Smt. S. Silvia Devi, M.Sc. Nsg.        | - Lecturer            |
| 8.  | Heikham Anuradha Chanu                 | - Lecturer            |
| 9.  | Smt. W. Sangita Devi, MA               | - Lecturer            |
| 10. | Smt. L. Bidyapati Devi, M.Sc. Nsg.     | - Tutor               |
| 11. | Smt. O. Anita Devi, M.Sc. Nsg.         | - Tutor               |
| 12. | Smt. Ratnamala Laipubam, M.Sc. Nsg.    | - Tutor               |
| 13. | Smt. Th. Jupita Devi, M.Sc. Nsg.       | - Tutor               |
| 14. | Smt. U. Geeta Devi, M.Sc. Nsg.         | - Tutor               |
| 15. | Smt. Kh. Chetanmala Devi, M.Sc. Nsg.   | - Tutor               |
| 16. | Smt. Madona Yumnam, M.Sc. Nsg.         | - Tutor               |
| 17. | Smt. Y. Pushparai Devi, B.Sc. Nsg.     | - Tutor               |
| 18. | Smt. H. Mamata Devi, M.Sc. Nsg.        | - Tutor               |
| 19. | Mrs. Thungchnbeni S. Ezung, M.Sc. Nsg. | - Tutor               |
| 20. | Mrs. Tosil Dangsawa, M.Sc. Nsg.        | - Tutor               |
| 21. | Smt. H. Dayabati Devi, B.Sc. Nsg.      | - Tutor               |
| 22. | Smt. L. Santarani Devi, B.Sc. Nsg.     | - Tutor               |
| 23. | Mrs. Rosalind Gonmei, M.Sc. Nsg.       | - Tutor               |
| 24. | Smt. Th. Sunita Devi, B.Sc. Nsg.       | - Tutor               |
| 25. | Ahanthem Babita Devi                   | - Tutor               |
| 26. | Moirangthem Nirupama Devi              | - Tutor               |
| 27. | Ms. Derin Okram                        | - Tutor               |

## 21. Admission fee structure

### 21.A.1 MBBS/BDS Courses

Sl.No.	Particulars	Amount (Rs)
1.	Admission fee	4000
2.	Tuition fee	3000
3.	Library fee	1000
4.	Laboratory fee	500
5.	Hostel fee	6000
6.	University enrolment fee	100

7.	University sports fee	200
8.	University cultural fee	100
9.	RIMS suit	4600
10.	House T-shirt	460
11.	Apron (2)	1640
12.	Magazine fee	500
13.	Annual meet	1000
14.	Health care	600
15.	Games fee (Institute)	1000
16.	Union fee (Institute)	300
17.	Security deposit	1000
<b>Total</b>		<b>26,000</b>

#### 21.A.2 M.Ch/DM/MD/MS/DCP Courses

Sl.No.	Particulars	Amount (Rs)
1.	Admission Fee	5000
2.	Tuition Fee	5000
3.	Library Fee	4800
4.	Laboratory Fee	600
5.	Hostel Fee	7200
6.	University Enrolment Fee	100
7.	University Sports Fee	200
8.	University Cultural Fee	100
9.	RIMS Suit	4600
10.	House T-Shirt	460
11.	Apron (2 Nos.)	1640
12.	Magazine Fee	500
13.	Annual Meet	1000
14.	Health Care	1000
15.	Games Fee (Institute)	1000
16.	Union Fee (Institute)	300
17.	Security Deposit	6000
<b>Total</b>		<b>39,500</b>

#### 21.A.3 M.Sc. (Nursing) / M.Phil. (Clinical Psychology) Courses

Sl.	Particulars	Amount (Rs)
1.	Admission Fee	3000
2.	Tuition Fee	4800
3.	Library Fee	1000
4.	Laboratory Fee	300
5.	Hostel Fee	3000
6.	University Enrolment Fee	100
7.	University Sports Fee	200
8.	University Cultural Fee	100
9.	Apron (2 Nos.)	1640
10.	Magazine Fee	300
11.	Annual Meet	1000
12.	Health Care	500

13.	Games Fee (Institute)	500
14.	Union Fee (Institute)	300
15.	Security Deposit	1000
<b>Total</b>		<b>17,740</b>

#### 21.A.4 B.Sc. (Nursing)/BASLP/B.Sc. (MLT&MRIT) Courses

Sl.	Particulars	Amount (Rs)
1.	Admission Fee	2660
2.	Tuition Fee	2600
3.	Library Fee	500
4.	Laboratory Fee	300
5.	Hostel Fee	2400
6.	University Enrolment Fee	100
7.	University Sports Fee	200
8.	University Cultural Fee	100
9.	Apron (2 Nos.)	1640
10.	Magazine Fee	300
11.	Annual Meet	1000
12.	Health Care	500
13.	Games Fee (Institute)	500
14.	Union Fee (Institute)	300
15.	Security Deposit	1000
<b>Total</b>		<b>14,100</b>

#### 21.B Annual Fee Structure

##### 21.B.1. MCh/DM/MD/MS/DCP Courses

Sl.	Particulars	Amount (Rs)
1.	Tuition Fee	5000
2.	Library Fee	4800
3.	Laboratory Fee	600
4.	Hostel Fee	7200
5.	University Enrolment Fee	100
6.	University Sports Fee	200
7.	University Cultural Fee	100
8.	Magazine Fee	500
9.	Annual Meet	1000
10.	Games Fee (Institute)	1000
11.	Union Fee (Institute)	300
<b>Total</b>		<b>20,800</b>

##### 21.B.2. MBBS/BDS Courses

Sl.	Particulars	Amount (Rs)
1.	Tuition Fee	3000
2.	Library Fee	1000
3.	Laboratory Fee	500
4.	Hostel Fee	6000
5.	University Enrolment Fee	100
6.	University Sports Fee	200
7.	University Cultural Fee	100
8.	Magazine Fee	500
9.	Annual Meet	1000
10.	Games Fee (Institute)	1000
11.	Union Fee (Institute)	300
<b>Total</b>		<b>13,700</b>

**21.B.3. M.Sc. (Nursing) Course/ M.Phil. (Clinical Psychology) Courses**

Sl.	Particulars	Amount (Rs)
1.	Tuition Fee	4800
2.	Library Fee	1000
3.	Laboratory Fee	300
4.	Hostel Fee	3000
5.	University Enrolment Fee	100
6.	University Sports Fee	200
7.	University Cultural Fee	100
8.	Magazine Fee	300
9.	Annual Meet	1000
10.	Games Fee (Institute)	500
11.	Union Fee (Institute)	300
<b>Total</b>		<b>11,600</b>

**21.B.4. B.Sc. (Nursing)/BASLP/B.Sc. (MLT & MRIT) Courses**

Sl.	Particulars	Amount (Rs)
1.	Tuition Fee	2600
2.	Library Fee	500
3.	Laboratory Fee	300
4.	Hostel Fee	2400
5.	University Enrolment Fee	100
6.	University Sports Fee	200
7.	University Cultural Fee	100
8.	Magazine Fee	300
9.	Annual Meet	1000
10.	Games Fee (Institute)	500
11.	Union Fee (Institute)	300
<b>Total</b>		<b>8300</b>

**22. Alumni Association**

An alumni association of the institute was formed in 2008 by the former students – both undergraduates and postgraduates, and faculty members of the institute. It is named the ARIMSA. The aim is to have a networking platform and help the institute in growing by giving new ideas, donation, and support. Every student, both undergraduate as well as postgraduate, is encouraged to join the association. The membership fee for ARIMSA is Rs.1000.

**23. GUIDELINES FOR HIRING JUBILEE HALL, REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL**

Jubilee hall is a modern multi utility hall with 1000 sitting capacity. To increase its utility, Jubilee Hall is open to various events organised by the RIMS or Non-RIMS organisations.

**A. Who can utilise the Jubilee Hall without hiring charges?**

- a. For institutional functions/programmes of the Regional Institute of Medical Sciences, Imphal
- b. For institutional functions /programmes of the Dental College and College of Nursing
- c. For functions/ programmes of the Departments in RIMS
- d. For institutional functions /programmes of the RIMS students organised by RIMSU and Postgraduate Association
- e. For scientific programmes conducted by the Medical Society
- f. For scientific programme without registration fee conducted by a department

N.B: Audio Visual Projection is to be arranged by the organiser.

**B. Who can utilise the Jubilee Hall (with or without lawn) with hiring charges?**

- a. Functions organised by a Governmental organisation (both Central and State)
- b. Functions organised by various state level/regional level/national level medical associations.
- c. Functions organised by a registered non-governmental organisation, which are associated with health issues.
- d. International/national/state cultural promotion organisations
- e. International/National/state peace promotion organisations
- f. Exhibition of Books/Car/other promotional activities

**C. Jubilee hall cannot be hired by**

- a. Non-registered organisations
- b. Anti-Social or unlawful organisations
- c. Student's organisation including state medical associations of RIMS
- d. Religion based organisations
- e. By individuals for functions like marriage, receptions, birthday celebration, etc

**D. Application for hiring the Jubilee Hall**

- a. To be addressed to the Deputy Director, Regional Institute of Medical Sciences, Imphal at least one month ahead of the scheduled function.
- b. Allotment will be on first come first served basis.

**E. Hiring charges for different categories**

- a. Rs. 40000/day
  - i. For release of film and filming (only one show is permitted during the daytime).
  - ii. However, such function shall be limited to a maximum of 2 (two) in a month.
- b. Rs. 25000/day
  - i. Functions organised by a Governmental organisation (both Central and State)
  - ii. Functions organised by a registered non-governmental organisation who are associated with health issues.
  - iii. Functions with a registration fee organised by a national level medical association
- c. Rs. 20000/day for
  - i. Functions with a registration fee organised by a regional level medical association.
  - ii. Functions of the registered organisations associated with International/national cultural /peace/sports promotion
- d. Rs. 10000/day for
  - i. Functions with a registration fee organised by a state level medical association or a Department of RIMS, Imphal
  - ii. Exhibition of Books/Car/other promotional activities by private firms

- e. Rs. 2000/day as hiring charge for the Conference Rooms in the 1<sup>st</sup> and 2<sup>nd</sup> floor of the Jubilee Hall for
  - i. Functions/programmes including training related to various projects undertaken by various Departments/Individuals in RIMS, Imphal.
  - ii. Extra tables, chairs, PA system and audio-visual projection are to be arranged by the organisers.

**F. What is not allowed inside the Jubilee and Jubilee Hall complex?**

- a. Any eatables and drinks
- b. Pasting of promotional poster inside the hall except for the backdrop
- c. Cooking inside the Jubilee Hall complex.

**G. Responsibilities of the hiring organisation**

- a. To maintain cleanliness of the foyer and outside garden after serving lunch or dinner
- b. Removal of the backdrops, festoons, flags, decoration, and makeshift constructions inside the complex of the Jubilee Hall within 24 hours of the completion of the function.
- c. Payment in full for any physical damage done to any of the components of the Jubilee Hall and its complex. An undertaking to this effect is to be given at the time of hiring the Jubilee Hall.