

in making recruitment				
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Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Driver Grade-III	Driver	Driver	Driver Grade - III
2	Number of post	09* (2012) *subject to variation dependent on workload	20 Nos. * Subject to variation dependent on workload	4(four)	
3	Classification	General Central Service Group 'C'	G.C.S. Group "C"	CentralServiceGroup 'C'Non-Gazened.	Group 'C'
4	Pay Band and Grade Pay/Pay Scale	Pay Band-1, Rs.5200-20200/- with Grade Pay of Rs.1900/- (Pre-revised) (Level - 2 in the Pay Matrix Rs.19900/- revised)	Level-2 in the Pay Matrix Rs. 19900/- Or Rs.5200-20200+G.P. Rs.1900/- (Pre revised)	Rs.950-20-1150-EB-25-1500/- Level 2 in the Pay Matrix	Level 2 of Pay Matrix
5	Whether Selection post or non-selection post	Not applicable	Not applicable	Selection	Not applicable
6	Age limit for direct recruits	Not exceeding 30 years (Relaxable for Government servant's upto 5 years in accordance with the Instructions or orders issued by the Central government).	Not exceeding 30 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Central Government).	18 years to 30 years uppage relaxable by 5 years incaseofSC/ST.	For RIPANS: Between 18 and 30 years. (The upper age limit is relaxable for regular departmental candidates of RIPANS upto 40 years in accordance with the instructions or orders issued by the Central Government).
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ol style="list-style-type: none"> Should possess a valid driving license for driving heavy vehicles. Knowledge of Motor Mechanism (the candidate should be able to remove minor defects in vehicles) Experience of driving motor vehicles (including heavy vehicles) for at least three years. <p>Desirable:</p> <ol style="list-style-type: none"> A pass in the 8th Standard 3 years' service as Home Guards/Civil Volunteer 	<p>Essential:-</p> <ol style="list-style-type: none"> Matriculate from a recognized Board. Possession of a valid driving license for driving heavy vehicles. Knowledge of Traffic Signals & Motor Mechanism. The candidate should be able to repair minor defects in vehicles. Experience of driving motor vehicles (including heavy vehicles) for atleast 3 years. 	<p>PassedMiddleSchoolstandard. HolderofbothlightandheavyDrivingLicence.5years'experience inmotordriving.</p>	<p>For NEIGRIHMS</p> <p>Essential:</p> <ol style="list-style-type: none"> Matriculate from a recognized Board. Should possess a valid driving license for driving heavy vehicles. Knowledge of Motor Mechanism (the candidate should be able to remove minor defects in vehicles) Experience of driving motor vehicles (including heavy vehicles) for at least three years. <p>Desirable:</p> <p>3 years' service as Home Guards/Civil Volunteer</p> <p>For RIPANS:</p> <p>Essential:</p> <ol style="list-style-type: none"> Possession of a valid driving license for motor car; Knowledge of motor mechanism (The candidate should be able to remove minor defects in vehicle) Experience of driving a

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					motor car for at least 3 years; and 4. 10th standard/ Matric/ HSLC Pass from a recognized Board. Desirable: Conversant in English and Hindi.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	Not applicable	N.A	Not applicable
9	Period of probation, if any	Two years for direct recruit	2 Years	2years.	2 (two) years for direct recruit
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment	By direct recruitment	Directrecruitment.	By direct recruitment
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Not applicable	Not applicable	SameasColumn-8	Not applicable
12	If Departmental Promotion Committee exists, what is its composition	<ol style="list-style-type: none"> 1. Deputy Director(Admn),NEIGRIHMS - Chairperson 2. Under Secretary(NE)/Section Officer(NE - Member 3. Representative of North Eastern Council, - Member Shillong (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Administrative Officer, NEIGRIHMS - Member Secy (* to be nominated by the Director, NEIGRIHMS)	<ol style="list-style-type: none"> 1. Director, RIMS, Imphal. - Chairman 2. Director of Health Services or his nominee not - Member below the rank of Jt.Director from the beneficiary States by rotation. 3. One Expert - Member 4. Medical Superintendent, RIMS Hospital. - Member 5. Dy. Director (Admn), RIMS. - Member Secretary 	As constituted by Executive Committee	For RIPANS: <ol style="list-style-type: none"> 1. Director, RIPANS - Chairman 2. Representative of Director - Member of Health Services from beneficiary States not below the rank of Dy. Director (by Rotation). 3. Representative of Jt. Secy. - Member (NE) MH&FW, Govt. of India not below the rank of Under Secy. 4. One co-opted expert - *Member in the subject concerned 5. One co-opted member - *Member Representing SC/ST 6. Administrative Officer-Member Secy RIPANS (*To be nominated by Director, RIPANS)
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable	Not applicable.	

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Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	OT Assistant Grade – II	Operation Room Assistants/O.T. Assistants/ Assistants Technician Anaesthesiology.	No post	
2	Number of post	20* (2012) *subject to variation dependent on workload	11 Nos. * Subject to variation dependent on workload		
3	Classification	General Central Service Group 'C'	G.C.S. Group "C"		Group 'C'
4	Pay Band and Grade Pay/Pay Scale	Pay Band-1. Rs.5200-20200/- with Grade Pay of Rs.1900/- (Pre-revised) (Level – 2 in the Pay Matrix Rs.19900/- revised)	Level-2 in the Pay Matrix Rs. 19900/- Or Rs. 5200-20200+G.P. Rs. 1900/- (Pre revised)		NEIGRIHMS proposal for upgradation of pay from GP 1900/- to GP 2800/- is not agreed by the Committee
5	Whether Selection post or non-selection post	Not applicable	Selection		
6	Age limit for direct recruits	Not exceeding 30 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government)	Not exceeding 30 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Central Government).		
7	Educational and other qualifications required for direct recruits	1. Matriculation or equivalent from a recognized University/Board 2. Diploma in Operation Theatre Techniques or Five years' experience as OT or Anesthesia Assistant in Medical Institute/Hospital	Essential:- 1. Matriculate or its equivalent of a recognized University or Board. 2. At least 5 years experience in Operation Theatre works in a recognized Hospital. OR Certificate / Diploma in O.T. Technology at least for 1 year course from a recognized Hospital / Institute.		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	Not applicable		
9	Period of probation, if any	Two years for direct recruit	2 year for direct recruit		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment	100% by promotion failing which by direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation / absorption to be made	Not applicable	Promotion:- 1. Matriculate or its equivalent from a recognized University/Board. 2. Employee in P.B. 1 + G.P. 1800 with at least 5 years service experience in OT works in RIMS, Imphal and passed the O.T. Technology training conducted by RIMS Deptt. of Anaesthesiology RIMS Imphal.		
12	If Departmental Promotion Committee exists, what is its composition	1. Deputy Director(Admn), NEIGRIHMS - Chairperson 2. Under Secretary(NE)/Section Officer(NE) - Member 3. Representative of North Eastern Council, - Member Shillong (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Administrative Officer, NEIGRIHMS - Member Secy (* to be nominated by the Director, NEIGRIHMS)	1 Director, RIMS, Imphal - Chairman 2 Director (Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3 Medical Superintendent, RIMS Hospital, Imphal - Member 4 Subject Expert in the concerned area - Member 5 Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable		

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Sl No	Description	Existing approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	No post	No post	Demonstrator (Radiographer)-2 Demonstrator (ECG)-2	Demonstrator (Radio Imaging Technology)
2	Number of post			4 (Four)	4* (2022) *subject to variation dependent on workload
3	Classification			General Central Service Group 'C'	Group 'B'
4	Pay Band and Grade Pay/Pay Scale			Rs.1640-60-2600-EB-75-2900/-p.m	Level 6 of Pay Matrix
5	Whether Selection post or non-selection post			Selection	Not applicable
6	Age limit for direct recruits			18 years to 30 years upper age relaxable by 5 years in case of SC/ST	Not exceeding 30 years. Relaxable for Government servants' upto 5 years in accordance with the instructions or orders issued by the Central Government.
7	Educational and other qualifications required for direct recruits			Diploma in concerned field and 5 years working experience in the line	B.Sc (RIT) from recognized Institution.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees			N.A	Not applicable
9	Period of probation, if any			N.A	2 (two) years.
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods			Direct recruit	By direct recruitment.
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made			NA	Not applicable
12	If Departmental Promotion Committee exists, what is its composition			As constituted by Executive Council.	1. Director, RIPANS - Chairman 2. Representative of Director - Member of Health Services from beneficiary States not below the rank of Dy. Director (by Rotation). 3. Representative of Jt. Secy. - Member (NE) MH&FW, Govt. of India not below the rank of Under Secy. 4. One co-opted expert - *Member in the subject concerned 5. One co-opted member - *Member Representing SC/ST 6. Administrative Officer- Member Secy RIPANS (*To be nominated by Director, RIPANS)
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment			N.A.	Not applicable

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Sl No	Description	Existing approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	No post	No post	Demonstrator Pharmacy	Demonstrator (Pharmacy)
2	Number of post			2 (Two)	2* (2022) *subject to variation dependent on workload
3	Classification			General Central Service Group 'C'	Group 'B'
4	Pay Band and Grade Pay/Pay Scale			Rs.1640-60-2600-EB-75-2900/-p.m	Level 6 of Pay Matrix
5	Whether Selection post or non-selection post			Selection	Not applicable
6	Age limit for direct recruits			18 years to 30 years upper age relaxable by 5 years in case of SC/ST.	Not exceeding 30 years. Relaxable for Government servants' upto 5 years in accordance with the instructions or orders issued by the Central Government.
7	Educational and other qualifications required for direct recruits			Diploma in concerned field and 5 years working experience in the line	B.Pharm from recognized Institution. OR Diploma in Pharmacy (D.Pharm) from recognised Institute with 5 years experience in Central/State Institution.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees			N.A	Not applicable
9	Period of probation, if any			N.A	2 (two) years.
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods			Direct recruit	By direct recruitment.
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made			NA	Not applicable
12	If Departmental Promotion Committee exists, what is its composition			As constituted by Executive Council.	1. Director, RIPANS - Chairman 2. Representative of Director - Member of Health Services from beneficiary States not below the rank of Dy. Director (by Rotation). 3. Representative of Jt. Secy. - Member (NE) MH&FW, Govt. of India not below the rank of Under Secy. 4. One co-opted expert - *Member in the subject concerned 5. One co-opted member - *Member Representing SC/ST 6. Administrative Officer- Member Secy RIPANS (*To be nominated by Director, RIPANS)
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment			N.A.	Not applicable

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Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	No post	Information Officer	No post	RIMS to change nomenclature to MSW (PMR) The RR is approved for recommendation
2	Number of post		1 No. * Subject to variation dependent on workload		
3	Classification		G.C.S. Group "B"		
4	Pay Band and Grade Pay/Pay Scale		Level-6 in Pay Matrix Rs. 35400/- Or Rs.9300-34800+G.P. Rs.4200/- (Pre revised)		
5	Whether Selection post or non-selection post		Not applicable		
6	Age limit for direct recruits		Not exceeding 35 years (Relaxable as per Government norms).		
7	Educational and other qualifications required for direct recruits		<u>Essential:-</u> 1. M.A. in Medical Social Work from a recognized Institute/University. 2. Experience of working in Rehabilitation Centre/Hospital.		<u>Essential:-</u> 1. Master Degree in Social Work/Medical Sociology from a University recognized by UGC (offline) with a minimum of 60% marks in aggregate. <u>Experience:-</u> 1. Minimum of 3 years of working experience in a relevant community- based projects or settings (private or public) recognized by the Government or other regulatory bodies related to medical or public health after post graduation.
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Not applicable		
9	Period of probation, if any		2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		By direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		Not applicable		
12	If Departmental Promotion Committee exists, what is its composition		Class III DPC		For RIMS 1 Director, RIMS, Imphal - Chairman 2 Director (Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3 Medical Superintendent, RIMS Hospital, Imphal - Member 4 Subject Expert in the concerned area - Member 5 Deputy Director (Admn.), RIMS, Imphal - Member Secretary
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		Not applicable

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Sl No	Description	As is Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Veterinary Officer	Veterinary Officer	No post	
2	Number of post	01* (2012) * Subject to variation dependent on workload	1 No.		
3	Classification	General Central Service, Group 'A'	G.C.S. Group "A"		
4	Pay Band and Grade Pay/Pay Scale	Pay Band – 3 Rs.15600-39100/- with Grade Pay of Rs.6600/-	Rs. 15600-39100+G.P. Rs. 5400/-		RIMS to upgrade from Pay Level 10 to Level 11 as per NEIGRIHMS
5	Whether Selection post or non-selection post	Not applicable	Not applicable		
6	Age limit for direct recruits	Not exceeding 45 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government)	Not exceeding 40 years (Relaxable for Government servants' upto five years in accordance with the instructions or orders issued by the Central Government).		FOR RIMS: Not exceeding 45 years (Relaxable for Government servants' upto five years in accordance with the instructions or orders issued by the Central Government).
7	Educational and other qualifications required for direct recruits	<u>Essential</u> 1. Bachelor's Degree in Veterinary Science from a recognized University or equivalent. 2. Eight years' practical experience in scientific breeding and acquaintances and care of laboratory animals. <u>Desirable:</u> A post Graduate degree or Diploma in genetics from a recognized University or equivalent	<u>Essential:-</u> 1. Bachelors Degree in Veterinary Science from a recognized University. 2. 2 years practical experience in scientific breeding and maintenance and care of laboratory animals. <u>Desirable:-</u> A Post Graduate Degree or Diploma in Veterinary Science from a recognized University / or equivalent.		<u>For RIMS:</u> <u>Essential</u> 1. Bachelor's Degree in Veterinary Science from a recognized University or equivalent. 2. (8) Eight years' practical experience in scientific breeding and acquaintances and care of laboratory animals in a Medical institute with more than 300 bedded-. <u>Desirable:</u> A post Graduate degree in Veterinary Pharmacology from a recognized University or equivalent
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	Not applicable		
9	Period of probation, if any	Two years for direct recruit	2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment	By deputation/contract basis failing which by direct recruitment		By Direct recruitment
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Not applicable	Not applicable		
12	If Departmental Promotion Committee exists, what is its composition	1. Director, NEIGRIHMS - Chairperson 2. Director/Deputy Secretary looking after the work of the Institute in the Ministry - Member 3. Representative of North Eastern Council (NEC - Member Shillong (not below the rank of Deputy Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Deputy Director (Admn) NEIGRIHMS - Member Secretary (*to be nominated by the Director, NEIGRIHMS)	Group B DPC Composition		<u>For RIMS:</u> 1 Director General of Health Services, Government of India -Chairman 2 Joint Secretary looking after the affairs of RIMS, Imphal in the MoH&FW, Government of India -Member 3 One Member of the Executive Council, Society of RIMS, Imphal (by rotation) -Member 4 One expert in the subject concerned from outside the institute -Member 5 Director, RIMS, Imphal -Member Secretary
13	Circumstances in which Union Public	Not Applicable	Not applicable		

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Medical Superintendent
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Hospital, Imphal

Service Commission to be consulted in making recruitment				
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RADIOLOGY DEPARTMENT:

Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Chief Radiographer (the post is purposed for creation and RR is at draft stage)	No post	RR approved by the committee
2	Number of post		* Subject to variation dependent on workload		
3	Classification		G.C.S. Group "B"		
4	Pay Band and Grade Pay/Pay Scale		Level-7 in the Pay Matrix		
5	Whether Selection post or non-selection post		Not applicable		
6	Age limit for direct recruits		Not applicable		
7	Educational and other qualifications required for direct recruits		Not applicable		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		No		
9	Period of probation, if any		2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		By Promotion		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		<u>Promotion:-</u> 1. 6 years service as Senior Radiographer in Level 6.		1.
12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. Director (Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject Expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

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SI No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Radiographer	Senior Radiographer (the post is purposed for creation and RR is at draft stage)	No post	Draft RR approved by the committee
2	Number of post		* Subject to variation dependent on workload		
3	Classification		G.C.S. Group "B"		
4	Pay Band and Grade Pay/Pay Scale		Level-6 in the Pay Matrix		
5	Whether Selection post or non-selection post		Not applicable		
6	Age limit for direct recruits		Not applicable		
7	Educational and other qualifications required for direct recruits	<p>Essential: B.Sc (Hons) (3 years course) in Radiography from a recognized institution/University OR B.Sc Medical Technology (X-Ray) from a recognized Institution/University</p> <p>Desirable: Ability to use computers -Hands on experience in office applications, spread sheets and presentations</p>	Not applicable		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	No		
9	Period of probation, if any	Two years in case of Direct Recruitment	2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment	By Promotion		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Not applicable	<p>Promotion:- B.Sc (Hons) (3 years course) in Radiography from a recognized institution/University OR B.Sc Medical Technology (X-Ray) from a recognized Institution/University. 2. 6 years service as Radiographer or X-Ray Technician.</p>		
12	If Departmental Promotion Committee exists, what is its composition	<ol style="list-style-type: none"> 1. Director, NEIGRIHMS - Chairperson 2. Under Secretary(NE)/Section Officer(NE) - Member 3. Representative of North Eastern Council, - Member Shillong (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Deputy Director (Admn) NEIGRIHMS -Member Secretary (*to be nominated by the Director, NEIGRIHMS) 	<ol style="list-style-type: none"> 1. Director, RIMS, Imphal - Chairman 2. Director (Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject Expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary 		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable		

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Chief Medical Superintendent
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SI No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Radiographer	Radiographer/X-Ray Technician	No post	
2	Number of post	12* (twelve) *Subject to variation dependent on workload	11 Nos. * Subject to variation dependent on workload		
3	Classification	General Central Service Group 'B'	G.C.S. Group "C"		
4	Pay Band and Grade Pay/Pay Scale	Pay Band - 2, Rs.9300-34800/- with Grade Pay of Rs.4200/- (Pre-revised) (Level - 6 in the Pay Matrix Rs. 35400/- revised)	Level-5 in the Pay Matrix Rs. 29200/- Or Rs.5200-20200+G.P.Rs.2800/- (Pre revised)		RIMS to upgrade pay to level 6
5	Whether Selection post or non-selection post	Not applicable	Not applicable		
6	Age limit for direct recruits	Not exceeding 30 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government)	Not exceeding 30 years (Relaxable for Government servants upto five years in accordance with the instructions or orders issued by the Central Government).		
7	Educational and other qualifications required for direct recruits	Essential: B.Sc (Hons) (3 years course) in Radiography from a recognized institution/University OR B.Sc Medical Technology (X-Ray) from a recognized Institution/University Desirable: Ability to use computers -Hands on experience in office applications, spread sheets and presentations	Essential:- 1. 10+2 with Science subject or equivalent from a Recognized Board/University. 2. Diploma in Radiography Technology of 2 years course. 3. One year experience as Radiographer. OR B.Sc. (Honours) 3 years course in Radiography from a recognized University/Institution.	For RIMS: B.Sc (Hons) (3 years course) in Radiography from a recognized institution/University OR B.Sc Medical Technology (X-Ray) from a recognized Institution/University Desirable: Ability to use computers - Hands on experience in office applications, spread sheets and presentations	
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	No		
9	Period of probation, if any	Two years in case of Direct Recruitment	2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment	By Direct recruitment		For RIMS: 70% by direct recruitment 30% by promotion
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Not applicable	Not applicable		For RIMS: 1. Dark Room Assistant of RIMS in Level 2 with 13 years of experience.
12	If Departmental Promotion Committee exists, what is its composition	1. Director, NEIGRIHMS - Chairperson 2. Under Secretary(NE)/Section Officer(NE) - Member 3. Representative of North Eastern Council, - Member Shillong (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Deputy Director (Admn) NEIGRIHMS -Member Secretary (*to be nominated by the Director, NEIGRIHMS)	1. Director, RIMS, Imphal. - Chairman 2. Director of Health Services or his nominee not below the rank of Jt.Director from the beneficiary States by rotation 3. One Expert - Member 4. Medical Superintendent, RIMS Hospital. - Member 5. Dy. Director (Admn), RIMS - Member Secy		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable		

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Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post		Morgue Supervisor (The post is proposed for creation and the RR is at draft stage)	No post	Draft RR approved by the Committee
2	Number of post		* Subject to variation dependent on workload		
3	Classification		Group C		
4	Pay Band and Grade Pay/Pay Scale		Level 5 in the Pay Matrix		
5	Whether Selection post or non-selection post		Non Selection		
6	Age limit for direct recruits		Not applicable		
7	Educational and other qualifications required for direct recruits		Not applicable		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		No		
9	Period of probation, if any		No		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		100% by promotion		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		<u>Promotion:-</u> 1. Morgue Assistant of RIMS with 13 years regular service in level 2. 2. Graduate from a recognized University.		2.

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12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. One member of the Executive Council, Society of RIMS, Imphal or a nominee of the beneficiary States not below the rank of Deputy Secretary/Joint Director (by rotation) 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

Deputy Director (Admn.)
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 Imphal


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 क्षेत्रीय आयुर्विज्ञान संस्थान, इफाल
 Medical Superintendent
 Regional Institute of Medical Sciences
 Hospital, Imphal

Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Scientist I (Toxicology) (The post is proposed for creation and the RR is at draft stage)	No post	Draft RR approved by the Committee
2	Number of post		*Subject to variation dependent on workload		
3	Classification		General Central Service, Group 'A'		
4	Pay Band and Grade Pay/Pay Scale		Level 10		
5	Whether Selection post or non-selection post		Selection		
6	Age limit for direct recruits		Not applicable		
7	Educational and other qualifications required for direct recruits		Not applicable		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Not applicable		
9	Period of probation, if any		Not applicable		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		Promotion failing which by deputation		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		<p>Promotion:</p> <ol style="list-style-type: none"> Senior Technician (Toxicology) in Level-6 with 10 (ten) years of regular service in the grade. PhD in the relevant field. <p>Deputation: Officers of the Central Government / State Governments / Union Territories / Autonomous Organizations / Statutory bodies / Public Sector Undertaking</p> <p>(a)</p> <ol style="list-style-type: none"> Holding analogous post on a regular basis in the parent cadre/department: or With 10 (ten) years' service in the grade rendered after appointment on a regular basis in Level-6 or equivalent in the parent cadre/department Possessing M.Sc. in Forensic Science/ Zoology/ Chemistry from a recognized University. <p>Desirable:</p> <ol style="list-style-type: none"> PhD in the relevant field. <p>The period of deputation including the period of deputation in another ex-cadre post held immediately preceding this appointment in the same or other Organization or department of the Central Government shall ordinarily not exceed three years. The maximum</p>		I.

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Medical Superintendent
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Hospital, Imphal

			age limit for appointment by deputation shall be not exceeding 56 years on the closing date of receipt of applications.		
12	If Departmental Promotion Committee exists, what is its composition		<p>For deputation:</p> <ol style="list-style-type: none"> 1. Director General of Health Services Govt. of India -Chairman 2. The Joint Secretary looking after the affairs of the institute in the Ministry of Health & F.W. Govt. of India - Member 3. One member of the Executive Council Society of RIMS, Imphal (by rotation) - Member 4. One expert in the concerned subject from outside the Institute. - Member 5. The Director, RIMS, Imphal - Member Secretary <p>For promotion:</p> <ol style="list-style-type: none"> 1. Director, RIMS, Imphal - Chairman 2. Director(Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3. One member of the RIMS Executive Council - Member 4. Medical Superintendent, RIMS Hospital, Imphal - Member Secretary 		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Senior Medical Record Officer (The post is proposed for creation and the RR is at draft stage)	No post	Draft RR approved by the Committee
2	Number of post		* Subject to variation dependent on workload		
3	Classification		G.C.S. Group "A"		
4	Pay Band and Grade Pay/Pay Scale		Level-10 in the Pay Matrix		
5	Whether Selection post or non-selection post		Non-Selection		
6	Age limit for direct recruits		Not exceeding 40 years.		
7	Educational and other qualifications required for direct recruits		<p>Essential :-</p> <ol style="list-style-type: none"> 1. Bachelor's Degree, preferably in science subject or Mathematic / Statistics from a recognized University or equivalent. 2. Completed one year training course of Medical Record Officer from a recognized Institution / Hospital. 3. Not less than 3 years of experience in organizing and maintenance of medical records in a hospital/Medical Institute having not less than 500 beds. 		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Not applicable		

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9	Period of probation, if any		2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		By promotion failing which by direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		Promotion:- Medical Record Officer of RIMS Imphal having with 4 years of regular service in the grade.		
12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. Director(Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3. One member of the RIMS Executive Council - Member 4. Medical Superintendent, RIMS Hospital, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

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Medical Superintendent
Regional Institute of Medical Sciences
Hospital, Imphal

SI No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Medical Record Clerk (The post is proposed for creation and the RR is at draft stage)	No post	Draft RR approved by the Committee
2	Number of post		* Subject to variation dependent on workload		
3	Classification		G.C.S. Group "C" Grade-III Ministerial.		
4	Pay Band and Grade Pay/Pay Scale		Level-2 in the Pay Matrix Rs. 19900/- Or Rs. 5200-20200 + G.P. Rs. 1900/- (Pre revised)		
5	Whether Selection post or non-selection post		Non Selection		
6	Age limit for direct recruits		30years. Upper age limit is relaxable for SC/ST & OBC & Govt. servant as per rules.		
7	Educational and other qualifications required for direct recruits		(i) 12 th Class pass from a recognized University/Board. ii) Typing with minimum speed of 30 words per minute in English. Relaxable upto 25 words per minute for SC/ST candidates. Relaxable in case of handicapped persons. iii. Certificate course in computer of atleast 3 months duration.		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Not applicable		
9	Period of probation, if any		2 years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		75% by direct recruitment and 25% from the qualified employees of RIMS on seniority cum fitness / Multitasking Staff in PB 1+G.P. Rs. 1800/-		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		For 25% promotion from qualified Multitasking Staff in P.B.1 + G.P. Rs. 1800 i) 12 th Class passed of a recognized Univ./Board with 3 years regular service in the grade. ii) Typing speed with a minimum of 30 words per minute in English. Relaxable upto 25 words per minute for SC/ST candidates. Relaxable in case of handicapped persons. iii) Written Test Qualifying Examination Subject Full Mark Pass Mark Hrs 1.Eng. 50 30% 1.30 2.Arith 50 30% 1.30 3.G.K. 50 30% 1.30		
12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. One member of the Executive Council, Society of RIMS, Imphal or a nominee of the beneficiary States not below the rank of Deputy Secretary/Joint Director (by rotation) 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

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संज्ञक आयुर्विज्ञान
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Regional Institute of Medical Sciences
Hospital, Imphal

SI No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Post Mortem Assistant (The post is proposed for creation and the RR is at draft stage)	No post	Draft RR approved by the Committee
2	Number of post		* Subject to variation dependent on workload		
3	Classification		Group C		
4	Pay Band and Grade Pay/Pay Scale		Level 2 in the Pay Matrix		
5	Whether Selection post or non-selection post		Non Selection		
6	Age limit for direct recruits		Upto 35 years (relaxable as per GoI norms)		
7	Educational and other qualifications required for direct recruits		1. 12 th passed from a recognized Institute/ University. 2. 5 years experience as dissecting assistant in a mortuary.		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		No		
9	Period of probation, if any		2 years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		100% by Direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		Not applicable		
12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. Director(Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

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Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Senior Photographer (The post is proposed for creation and the RR is at draft stage)	No post	Draft RR approved by the Committee
2	Number of post		1 No * Subject to variation dependent on workload		
3	Classification		Group B		
4	Pay Band and Grade Pay/Pay Scale		Level 6 in the Pay Matrix		
5	Whether Selection post or non-selection post		Non Selection		
6	Age limit for direct recruits		30 years		
7	Educational and other qualifications required for direct recruits		1. Graduate from a recognized University with 1(one) year Diploma in Photography from a recognized Institute or Graduate in Photography from a recognized University. 2. 5 years experience as a photographer. Desirable: experience in photoshop		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		No		
9	Period of probation, if any		No		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		by promotion failing which by direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		Promotion:- 1. Photographer of RIMS with 6 (six) years regular service in level 5. 2. Graduate from a recognized University with 1(one) year Diploma in Photography from a recognized Institute or Graduate in Photography from a recognized University 3. Must have, in the feeder post, undergone once in every two years a short-term training course/ orientation programme. 'in-service' or at any recognized academy/ institute, for upgrading		

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			their skills for the post to which they are being considered for promotion.		
12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. Director(Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

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SI No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Liaison Officer (Legal) The post is purposed for creation and RR is at draft stage		Draft RR approved by the Committee.
2	Number of post		*Subject to variation dependent on workload		
3	Classification		General Central Service Group 'C'		
4	Pay Band and Grade Pay/Pay Scale		Pay Band - 5.		
5	Whether Selection post or non-selection post		Not applicable		
6	Age limit for direct recruits		Not applicable		
7	Educational and other qualifications required for direct recruits	1.	Not applicable		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Not applicable		
9	Period of probation, if any		2 (two) years.		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		By Promotion		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		By promotion: 1. LDC with 13 years of experience. 2. B.A. (LLB) 3. 5 years experience of handling legal files and activities in the feeder post.		
12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. Director(Health), Government of Manipur or its nominee not below the rank of Joint Director - Member 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

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Hospital, Imphal

HINDI SECTION

SI No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Hindi Officer (Proposed to be renamed as Assistant Director OL as per Ministry's Letter F.No.1/1/2008-IC dated 24.11.2008 & 27.11.2008)	Hindi Officer (The post has been advised for creation by Ministry As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3) and RR is at draft stage)	No post	RR approved by the committee
2	Number of post	01* (2012) *Subject to variation dependent on workload	*2 (two) (As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3))		
3	Classification	General Central Service Group 'B'	General Central Service Group 'B'		
4	Pay Band and Grade Pay/Pay Scale	Pay Band – 2, Rs.9300-34800/-with Grade Pay of Rs.4600/- (Pre-revised) (Level – 7 in the Pay Matrix Rs.44900/- revised)	Pay Band – 2, Rs.9300-34800/-with Grade Pay of Rs.4600/- (Pre-revised) (Level – 7 in the Pay Matrix Rs.44900/- revised)		
5	Whether Selection post or non-selection post	Non-selection in case of Promotion Not applicable in case of direct recruitment	Non-selection in case of Promotion Not applicable in case of direct recruitment		
6	Age limit for direct recruits	Not exceeding 35 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government)	Not exceeding 35 years (Relaxable for Government servants up to 5 years in accordance with the instructions or orders issued by the Central Government)		
7	Educational and other qualifications required for direct recruits	<p>Essential:</p> <ol style="list-style-type: none"> Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in English with Hindi as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with Hindi and English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at the degree level. Five years' experience of terminological work in Hindi and/ or Translation work from English to Hindi or vice-versa preferably of technical or scientific literature OR Five years experience of teaching, research, writing or journalism in Hindi. <p>Desirable:</p> <ol style="list-style-type: none"> Knowledge of Official Language Act of Govt. of India; Administrative experiences. Experience of organizing Hindi classes or workshop for noting and drafting. 	<p>Essential:</p> <ol style="list-style-type: none"> Master's degree of a recognized University or equivalent in Hindi with English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in English with Hindi as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with Hindi and English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with Hindi medium and English as a subject at the degree level. OR Master's degree of a recognized University or equivalent in any subject with English medium and Hindi as a subject at the degree level. Five years' experience of terminological work in Hindi and/ or Translation work from English to Hindi or vice-versa preferably of technical or scientific literature OR Five years experience of teaching, research, writing or journalism in Hindi. <p>Desirable:</p> <ol style="list-style-type: none"> Knowledge of Official Language Act of Govt. of India; Administrative experiences. Experience of organizing Hindi classes or workshop for noting and drafting. 		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	Not applicable		
9	Period of probation, if any	Two years for direct recruit	Two years for direct recruit		

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10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By promotion failing which by direct recruitment	By promotion failing which by direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Promotion: Senior Hindi Translator in Pay Band-2 Rs. 9300-34800/- with Grade Pay of Rs.4200/- (pre-revised)(Level – 6 in the Pay matrix Rs.35400/- revised) with five years' regular service in the Grade	Promotion: Senior Hindi Translator in Pay Band-2 Rs. 9300-34800/- with Grade Pay of Rs.4200/- (pre-revised)(Level – 6 in the Pay matrix Rs.35400/- revised) with five years' regular service in the Grade		
12	If Departmental Promotion Committee exists, what is its composition	<ol style="list-style-type: none"> 1. Director, NEIGRIHMS - Chairperson 2. Under Secretary (NE)/Section Officer (NE) - Member 3. Representative of North Eastern Council, Shillong-Member (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Deputy Director (Admn) NEIGRIHMS - Member Secretary <p>(*to be nominated by the Director, NEIGRIHMS)</p>	<ol style="list-style-type: none"> 1. Director, RIMS, Imphal - Chairman 2. Director/Deputy Secretary looking after the affairs of RIMS, Imphal in the MoH&FW, GoI - Member 3. One member of the Executive Council, Society of RIMS, Imphal or a nominee of the beneficiary States not below the rank of Deputy Secretary/Joint Director (by rotation) 4. Medical Superintendent, RIMS Hospital, Imphal - Member 5. Subject expert in the concerned area - Member 6. Deputy Director (Admn.), RIMS, Imphal - Member Secretary 		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable		

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Medical Superintendent
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Hospital, Imphal

Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Senior Hindi Translator (Proposed to be renamed as Senior Translator as per Ministry's Letter F.No.1/1/2008-IC dated 24.11.2008 & 27.11.2008)	Senior Translation Officer (The post has been advised for creation by Ministry As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3) and RR is at draft stage	No post	RR approved by the committee
2	Number of post	01*(2012) *subject to variation dependent on workload	(As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3)		
3	Classification	General Central Service Group 'B'	General Central Service Group 'B'		
4	Pay Band and Grade Pay/Pay Scale	Pay Band-2, Rs.9300-34800/- with Grade Pay of Rs. 4200/-	Pay Band-2, Rs.9300-34800/- with Grade Pay of Rs. 4200/-		
5	Whether Selection post or non-selection post	Non-Selection	Non-Selection		
6	Age limit for direct recruits	Not Applicable	Not Applicable		
7	Educational and other qualifications required for direct recruits	Not Applicable	Not Applicable		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not Applicable	Not Applicable		
9	Period of probation, if any	Not Applicable	Not Applicable		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Promotion	By Promotion		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Promotion:- Junior Hindi Translator in Pay Band-1, Rs.5300-20200/- with Grade Pay of Rs. 2800/- with six years' regular service in the Grade	Promotion:- Junior Hindi Translator in Pay Band-1, Rs.5300-20200/- with Grade Pay of Rs. 2800/- with six years' regular service in the Grade		
12	If Departmental Promotion Committee exists, what is its composition	1. Director, NEIGRIHMS - Chairperson 2. Under Secretary (NE)/Section Officer (NE) - Member 3. Representative of North Eastern Council, Shillong - Member (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Deputy Director (Admn) NEIGRIHMS - Member Secretary (*to be nominated by the Director, NEIGRIHMS)	1. Director, RIMS, Imphal - Chairman 2. Director/Deputy Secretary looking after the affairs of RIMS, Imphal in the MoH&FW, Govt - Member 3. One member of the Executive Council, Society of RIMS, Imphal or a nominee of the beneficiary States not below the rank of Deputy Secretary/Joint Director (by rotation) 4. Medical Superintendent, RIMS Hospital, Imphal - Member 5. Subject expert in the concerned area - Member 6. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable		

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Medical Superintendent
Regional Institute of Medical Sciences
Hospital, Imphal

SI No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Junior Hindi Translator (Proposed to be renamed as Junior Translator as per Ministry's Letter F.No.1/1/2008-IC dated 24.11.2008 & 27.11.2008)	Junior Translation Officer (The post has been advised for creation by Ministry As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3) and RR is at draft stage)	No post	RR approved by the committee
2	Number of post	01*(2012) *subject to variation dependent on workload	(As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3))		
3	Classification	General Central Service Group 'C'	General Central Service Group 'C'		
4	Pay Band and Grade Pay/Pay Scale	Pay Band -1, Rs.5200-20200/- with Grade Pay of Rs.2800/- (Pre-revised) (Level - 5 in the Pay Matrix Rs.29200/- revised)	Pay Band -1, Rs.5200-20200/- with Grade Pay of Rs.2800/- (Pre-revised) (Level - 5 in the Pay Matrix Rs.29200/- revised)		
5	Whether Selection post or non-selection post	Not applicable	Not applicable		
6	Age limit for direct recruits	Not exceeding 30 years (Relaxable for Government servants up to 5 years in accordance with the Instructions or orders issued by the Central Government)	Not exceeding 30 years (Relaxable for Government servants up to 5 years in accordance with the Instructions or orders issued by the Central Government)		
7	Educational and other qualifications required for direct recruits	Essential: Master's degree of a recognized university in Hindi/English with English/Hindi as a compulsory/elective subject or as medium of examination at degree level OR Master's Degree of a recognized University in any subject with Hindi as medium of instruction and examination with English as a compulsory subject at degree level; OR Bachelor's degree with Hindi and English as main subjects or either of the two as medium of examination and other as a main subject plus recognized Diploma/Certificate Course in translation from Hindi to English and vice versa or two years' experience of translation work from Hindi to English and vice versa in Central/State Autonomous Organizations, Research Institutions, Universities, Statutory Bodies. Desirable: Knowledge of official language Act of Govt. of India	Essential: Master's degree of a recognized university in Hindi/English with English/Hindi as a compulsory/elective subject or as medium of examination at degree level OR Master's Degree of a recognized University in any subject with Hindi as medium of instruction and examination with English as a compulsory subject at degree level; OR Bachelor's degree with Hindi and English as main subjects or either of the two as medium of examination and other as a main subject plus recognized Diploma/Certificate Course in translation from Hindi to English and vice versa or two years' experience of translation work from Hindi to English and vice versa in Central/State Autonomous Organizations, Research Institutions, Universities, Statutory Bodies. Desirable: Knowledge of official language Act of Govt. of India		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	Not applicable		
9	Period of probation, if any	Two years for direct recruit	Two years for direct recruit		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By Direct Recruitment	By Direct Recruitment		

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Hospital, Imphal

11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Not applicable	Not applicable		
12	If Departmental Promotion Committee exists, what is its composition	<ol style="list-style-type: none"> 1. Deputy Director(Admn),NEIGRIHMS - Chairperson 2. Under Secretary(NE)/Section Officer(NE) - Member 3. Representative of North Eastern Council, - Member Shillong (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Administrative Officer, NEIGRIHMS - Member Secy (* to be nominated by the Director, NEIGRIHMS)	<ol style="list-style-type: none"> 1. Director, RIMS, Imphal - Chairman 2. One member of the Executive Council, Society of RIMS, Imphal or a nominee of the beneficiary States not below the rank of Deputy Secretary/Joint Director (by rotation) 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary 		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable		

Deputy Director (Admn.)
Regional Institute of Medical Sciences,

चिकित्सा अधीक्षक
क्षेत्रीय अस्पताल संस्थान, इफाल
Medical Superintendent
Regional Institute of Medical Sciences
Hospital, Imphal

Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	Hindi Typist	Hindi Typist (The post has been advised for creation by Ministry As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3) and RR is at draft stage	No post	RR approved by the committee
2	Number of post	*1 (one) (2007) *Subject to variation dependent on workload	(As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3)		
3	Classification	General Central Service Group 'C'	General Central Service Group 'C'		
4	Pay Band and Grade Pay/Pay Scale	Pay Band-1, Rs.5200-20200/- with Grade Pay of Rs.1900/- (Pre-revised) (Level – 2 in the Pay Matrix Rs.19900/- revised)	Pay Band-1, Rs.5200-20200/- with Grade Pay of Rs.1900/- (Pre-revised) (Level – 2 in the Pay Matrix Rs.19900/- revised)		
5	Whether Selection post or non-selection post	Not applicable	Not applicable		
6	Age limit for direct recruits	18-30 years (Relaxable by 5 years for Govt.Servants)	18-30 years (Relaxable by 5 years for Govt.Servants)		
7	Educational and other qualifications required for direct recruits	1. 12 th Class or equivalent qualification from a recognized Board or University. 2. Proficiency in Hindi Type writing with a speed of 30 words per minute in Hindi on computer. (NB: 30 wpm correspond to 9000 KDPH in an average of 5 key depressions for each word)	1. 12 th Class or equivalent qualification from a recognized Board or University. 2. Proficiency in Hindi Type writing with a speed of 30 words per minute in Hindi on computer. (NB: 30 wpm correspond to 9000 KDPH in an average of 5 key depressions for each word)		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees	Not applicable	Not applicable		
9	Period of probation, if any	2 (two) years in case of Direct Recruitment	2 (two) years in case of Direct Recruitment		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods	By direct Recruitment	By direct Recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made	Not applicable	Not applicable		
12	If Departmental Promotion Committee exists, what is its composition	1. Deputy Director (Admn.), NEIGRIHMS - Chairperson 2. Under Secretary (NE)/Section Officer (NE) - Member 3. Representative of North Eastern Council, - Member Shillong (not below the rank of Under Secretary) 4. An expert in the relevant subject - Member* 5. A co-opted member from SCs/STs - Member 6. Administrative Officer, NEIGRIHMS Member Secretary (* to be nominated by the Director, NEIGRIHMS)	1. Director, RIMS, Imphal - Chairman 2. One member of the Executive Council, Society of RIMS, Imphal or a nominee of the beneficiary States not below the rank of Deputy Secretary/Joint Director (by rotation) 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment	Not applicable	Not applicable		

Deputy Director (Admn.)
Regional Institute of Medical Sciences,
Imphal

डिप्टी डायरेक्टर
केन्द्रीय औषधि विज्ञान संस्थान, इफाल
Medical Superintendent
Regional Institute of Medical Sciences
Hospital, Imphal

Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:		Hindi Typist (The post has been advised for creation by Ministry As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3) and RR is at draft stage	No post	RR approved by the committee
2	Number of post		(As per Ministry's Letter NO-E-11013/19/2021-HINDI (PART-3)		
3	Classification		G.C.S. Group "C" (Ministerial)		
4	Pay Band and Grade Pay/Pay Scale		Level-4 Or Rs.5200-20200+G.P. Rs.2400/-		
5	Whether Selection post or non-selection post		Not applicable		
6	Age limit for direct recruits		30 years and below (Relaxable for Government servants' and OBC/SC/ST etc.)		
7	Educational and other qualifications required for direct recruits		<u>Essential:-</u> 1. HSLC/12 th class from a recognized Board/Institute 2. Typing test (English) 30 wpm (25 wpm for SC /ST) 3. Dictation - 10 minutes @ 100 words per minute and not below 55 wpm in Stenography (Hindi) (80 wpm for SC/ST) 4. Transcription time of 60 minutes (Stenography)		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Not applicable		
9	Period of probation, if any		2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		100% by direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		Not applicable		
12	If Departmental Promotion Committee exists, what is its composition		1. Director, RIMS, Imphal - Chairman 2. Director of Health Services or his - Member nominee not below the rank of Joint Director from the beneficiary states by rotation. 3. Medical Superintendent, RIMS Hospital, Imphal - Member 4. Subject Expert in the concerned area - Member 5. Deputy Director (Admn.), RIMS, Imphal - Member Secretary		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		

Deputy Director (Admn.)
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क्षेत्रीय आरोग्य विज्ञान संस्थान, इम्फाल
Medical Superintendent
Regional Institute of Medical Sciences
Hospital, Imphal

Sl No	Description	Existing Approved Recruitment Rules			Recommendation of the Review Committee
		NEIGRIHMS	RIMS	RIPANS	
1	Name of post:	No post	Public Relation Officer (this post is purposed for creation and RR is at draft stage)	No post	The RR is approved for recommendation
2	Number of post		. * Subject to variation dependent on workload		
3	Classification		G.C.S. Group "B"		
4	Pay Band and Grade Pay/Pay Scale		Level-6 in Pay Matrix Rs. 35400/- Or Rs.9300-34800+G.P. Rs.4200/- (Pre revised)		
5	Whether Selection post or non-selection post		Not applicable		
6	Age limit for direct recruits		Not exceeding 45 years (Relaxable as per Government norms).		
7	Educational and other qualifications required for direct recruits		<u>Essential:-</u> <ol style="list-style-type: none"> Degree of a recognized University. Post Graduate Diploma in Journalism/Public Relations/Mass Communication. Not less than 12 years of experience out of which 7 years should be in the Supervisory capacity in public relation/publicity/printing and publishing 		
8	Whether age and educational qualifications prescribed for direct recruits will apply in the case of promotees		Not applicable		
9	Period of probation, if any		2 Years		
10	Method of recruitment whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancies to be filled by various methods		By direct recruitment		
11	In case of recruitment by promotion/ deputation / absorption grades from which promotion / deputation /absorption to be made		Not applicable		
12	If Departmental Promotion Committee exists, what is its composition		<ol style="list-style-type: none"> Director, RIMS, Imphal - Chairman Director (Health), Government of Manipur or its nominee not below the rank of Joint Director - Member Medical Superintendent, RIMS Hospital, Imphal - Member Subject Expert in the concerned area - Member Deputy Director (Admn.), RIMS, Imphal - Member Secretary 		
13	Circumstances in which Union Public Service Commission to be consulted in making recruitment		Not applicable		Not applicable

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