



क्षेत्रीय आयुर्विज्ञान संस्थान, इंपाल: मणिपुर
REGIONAL INSTITUTE OF MEDICAL SCIENCES, IMPHAL, MANIPUR
(स्वास्थ्य और परिवार कल्याण मंत्रालय, भारत सरकार के अंतर्गत एक स्वायत्त संस्थान)
(An Autonomous Institute under the Ministry of Health & Family Welfare, Govt. of India.)

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CIRCULAR

Imphal, the 22nd Nov., 2025

No. B/3587/MISC./2021-RIMS: A hands-on training programme on “Standard Operating Procedure (SOP) in connection with the Reporting/Reviewing Officer in e-HRMS 2.0” (Electronic Human Resource Management System), for the following Controlling Officers of RIMS, Imphal and their PS/PAs, will be held on Monday, the 24th Nov., 2025 at 3:00pm at the Sushruta Hall, RIMS, Imphal :-

- a) The Director, RIMS, Imphal.
- b) The Medical Supdt., RIMS Hospital, Imphal.
- c) The Dean (Academic), RIMS, Imphal.
- d) The Principal, Dental College, College, RIMS, Imphal.
- e) The Principal, College of Nursing, RIMS, Imphal.
- f) All Heads of Deptts., RIMS, Imphal.
- g) The Chief Nursing Officer, RIMS Hospital, Imphal.
- h) All Wardens.

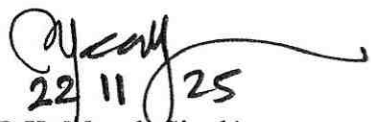
2. Accordingly, all the aforementioned Officers/Faculties are requested to kindly make it convenient to participate in the said training programme in time.

3. This issues with approval of the Director, RIMS, Imphal.

Sd/-
(R.K. Mecolt Singh)
Deputy Director (Admn.)

Copy to :-

1. The P.S. to the Director, RIMS, Imphal. – for kind information to the Director.
2. The Medical Supdt., RIMS Hospital, Imphal.
3. The Dean (Academic) i/c, RIMS, Imphal.
4. The Principal, Dental College, RIMS, Imphal.
5. The Principal, College of Nursing, RIMS, Imphal.
6. All Heads of Departments, RIMS, Imphal.
7. The C.A.O./F.A., RIMS, Imphal.
8. The Chief Nursing Officer, RIMS Hospital, Imphal.
9. All Supervising Officers of Unit/Section and Wardens, RIMS, Imphal.
10. The System Administrator, RIMS, Imphal – for uploading at the RIMS website.
11. Notice Board.
12. Order Book.


22/11/25
(R.K. Mecolt Singh)
Deputy Director (Admn.)