



ORDER

Imphal, the 16th January, 2026.

No. ITA/AUDIT/RIMS/2023: In order to enhance transparency and strict adherence to the provisions of the General Financial Rules (GFR) 2017, advances to employees against which adjustment vouchers and sub vouchers have not been submitted for adjustment of the advances drawn by the employees of the institute, recovery of the unadjusted advances shall be effected from the pay and allowances of the employees w.e.f. the salary of January, 2026.

2. The relevant provisions of the General Financial Rules (GFR) 2017 are summarily reproduced in the table below for ready reference of the employees.

Sl. No.	Type of bill/claim	Time limit	Relevant rules
01.	Adjustment bill for advance TA.	15 days from the completion of the journey.	Rule 51 of the Compendium of Rules.
02.	Adjustment bill for advance LTC.	30 days from the completion of the return journey.	Rule 292 of GFR 2017.
03.	Adjustment bill for advances for contingent & misc. purposes (such as purchase of goods or services or any other special purpose needed for the management of the office).	15 days from the drawal of advance.	Rule 323 of GFR 2017.

3. It may be reiterated that the necessary instructions in regard to the submission of vouchers/sub vouchers for adjustment of advances had been issued vide OM No. 1/CAO/RIMS-2023/57, dated the 2nd June, 2025.

4. Unadjusted advances as per records available in the books of accounts (Tally software) as of 12th December, 2025 are enclosed as Annexure – I. It may be mentioned that entries of advances drawn by the employees for various purposes is in progress and necessary action for recovery of outstanding advances shall invariably be effected from time to time, *as per extant Rules*.

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


(Kh. Tomba Meetei) 16/01/2026
Chief Accounts Officer/FA

Regional Institute of Medical Sciences,
Imphal.

Enclosed: Details of advances.

Copy to:

1. P.S. to the Director, RIMS, Imphal, for kind information.
2. The Medical Superintendant, RIMS Hospital, Imphal.
3. The Dean (Academic), RIMS, Imphal.
4. The Principals, Dental College & College of Nursing, RIMS, Imphal.
5. The HODs/Unit Heads, RIMS, Imphal.
6. The Deputy Director (Admin), RIMS, Imphal.
7. The Accounts Officer, RIMS, Imphal.
8. The Executive Engineers, (Civil & Electrical), RIMS, Imphal.
9. The Section Officers, RIMS & RIMS Hospital, Imphal.
10. Persons concerned.
11. The System Administrator – for uploading the order in the institute website.
12. File copy.

**Regional Institute of Medical Sciences,
Lamphepat, Imphal**

Bills Receivable

1-Apr-25 to 13-Jan-26

Pending Bills

Date	Ref. No.	Party's Name	Pending Amount	Pending Total
19-May-25	BP-2025-26-50	C- Adv. Elect. & Lighting	5,000.00	5,000.00
	19-May-25	Payment	5000.00 Dr	
BP-2025-26-50. paid to Dr H Sanayaima Devi, IOD Community Medicine Deptt, Rims Imphal for the adv.payment of electric Rent charge of DC Bungalow Office Bishnupur for the period of May to June'25 vide bill no. 0089 dt 26/4/25				
28-Jun-25	BP-2025-26-790	C- Adv. CME Programme	91,000.00	91,000.00
	28-Jun-25	Payment	91000.00 Dr	
BP-2025-26-790. paid to Prof. L. Sharatchandra Singh HOD,Dept. of Nephrology /RIMS Imphal for conducting CME Programme to be held on 28/6/25, vide bill no. 0451 dt 28/6/25.				
28-Jun-25	BP-025-26-774	C- Adv. T.A. (Official)	40,000.00	40,000.00
	28-Jun-25	Payment	40000.00 Dr	
BP-2025-26-774. adv paid to Dr Vikash Kumar Sr. residents Dept. of Orthopaedics Rims Imphal for payment of participating in the Shri Amarnath Ji yatra Medical Deployment for 2025 to be held at Jammu & Kashmir, vide bill no. 0409 dt 23/6/26.				
24-Sep-25	S0780	C- Adv. T.A. (Ext. Exam)	4,32,000.00	4,32,000.00
	24-Sep-25	Payment	432000.00 Dr	
BP-2025-26-2100 dt 24/09/25, Paid to Principal, Dental College, RIMS, for payment of TA/DA bill for external examiners for the 1st yr & 2nd yr (Regular), 4th yr. (Part-II) BDS Professional Practical Exam. on 23/9 to 4/10/25 vide bill no. S0780 dt 20/9/25				
06-Oct-25	408182 dt 6/10/25	C- Adv. Conf/Seminar/Workshop	1,00,000.00	1,00,000.00
	06-Oct-25	Payment	100000.00 Dr	
Ch.no:408182, paid to Dr. S. Ranita Devi, Prof & HOD, Dept. of Surgery, Rims in connection with organising the 28th Annual Conference of the Association of Surgeons of India, held in Dept. of Surgery vide bill no. 1013 dt 3/10/25.				

Pending Bills

16-Oct-25	386833	C-Adv GIA-SAP Gen	50,000.00	5,00,000.00
	16-Oct-25	Payment	50000.00 Dr	
Ch.no: 386833, paid to N. Sanjib Singh M.S. Rims in connection with 2 days All India Seminar on "Solid Waste Management Innovative Solution for a sustainable Future" organised by the Institute of Engineers Takyel vide bill no. 0831 dt 6/9/25.				
22-Nov-25	609458	C- Adv. Contingency	50,000.00	50,000.00
	22-Nov-25	Payment	50000.00 Dr	
Ch no 609458, paid to Akojam Joy Singh, Iony Member Secy. of REB Rims Imphal exp. for holding meetings & other incidental Office Epx. of REB, Rims Imphal vide bill no. 1248 dt 15/11/25.				
25-Nov-25	609467	C- Adv. Meeting Expenses	65,000.00	65,000.00
	25-Nov-25	Payment	65000.00 Dr	
Ch.no: 609467, paid to the Cashier ,A-Block Rims Imphal for payment to meet the meeting exp. to be incurred for the Selection Committee Meeting held on 27/11/25 at New Delhi, vide bill no. 1312 dt 25/11/25				
12-Dec-25	609509	C- Adv. Contingency	32,000.00	32,000.00
	12-Dec-25	Payment	32000.00 Dr	
Ch.no: 609509, paid to Dr. L. Nilachandra Singh, Prof. & HOD ,PMR Rims Imphal for organising "The international Day of persons with Disabilities schedule to be held on 3/12/25 at PMR OPD Complex Rims, Imphal vide bill no. 1288 dt 21/11/25.				
19-May-25	BP-2025-26-31	C- Adv. Meeting Expenses	75,000.00	75,000.00
	19-May-25	Payment	75000.00 Dr	
BP 2025-26-31, paid to M. Shantikumar, LDC Establishment Section A-Block, Rims Imphal for the payment of Adv payment to meet the Travelling Exp. for attending S.C meeting on 21/4/25 at Nirman Bhawan, New Delhi, vide bill no. 0048 dt 17/4/25.				

Pending Bills

19-May-25	BP-2025-26-32	C- Adv. T.A. (Offical)	1,06,000.00	
	19-May-25	Payment	106000.00 Dr	
BP-2025-26-32. paid to Irom Liston Kumar Singh Liason Officer,Rims Imphal for payment of Adv. payment to meet the travelling exp. for attending selection Meeting to be held on date 21/4/25 at Nirman Bhawan ,new Delhi.vide bill no. S0027 dt 17/4/25.				
08-Aug-25	S0624	C- Adv. T.A. (Offical)	1,63,500.00	
	08-Aug-25	Payment	163500.00 Dr	
BP-2025-26-1412 paid to I.Liston Kumar for payment of advance TA Official tour sanction for travelling expenditure incurred for attending Selection Committee Meeting held on 12/08/25 at Nirman Bhawan.vide bill no S0624 dt.08/08/25.				
06-Nov-25	BP-2025-26-2632	C- Adv. Meeting Expenses	2,40,200.00	
	06-Nov-25	Payment	240200.00 Dr	
BP-2025-26-2632, paid to I. Liston Kumar Singh Liason Officer Rims Imphal for advance payment to meet the Contingent Expenditure to be incurred for holding the 54th Meeting of I.C Society of Rims to be held on 15th Oct'25 at Rims Imphal vide bill no. 1				
25-Nov-25	BP-2025-26-3011	C- Adv. T.A. (Offical)	2,81,000.00	
	25-Nov-25	Payment	281000.00 Dr	
BP-2025-26-3011, paid to I. Liston Kumar Singh Liason Officer for payment of TA Advances Official Tour sanction for travelling expenditure to be incurred for attending SCM to be held on 27/11/25 at Nirman Bhawan vide bill no. S1149 dt 25/11/25.				
			7,90,700.00	79,000.00
				14,69,000.00