



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)

Phone : 0385-2414720
0385-2414750
e-mail : rims@rims.edu.in
website : www.rims.edu.in

C I R C U L A R
(For regular employees only)

No. GEN/UALL/1/2024-Gen Sec: Dress Allowance for the year 2025, for the following eligible categories of Group C regular employees, will be granted, subject to the condition that the prescribed Uniform of RIMS, Imphal, as per its "POLICY ON DRESS CODE", must be worn during office/duty hours, failing which the allowance will be forfeited without prior notice.

2. Eligible categories of Group C regular employees:-

- i) Radiographic/X-Ray Tech.;
- ii) Dark Room Asst.;
- iii) Lab. Tech./Lab. Asst.;
- iv) O.T./ECG Tech.;
- v) Plaster/CSR/Morgue Asst.;
- vi) Dental Mechanic/Hygienist; and
- vii) Driver; and
- viii) MTS (Attendant/Sweeper/Chowkidar/Cook/Peon).

3. Accordingly, the above categories of employees of RIMS, Imphal, are required to submit the duly filled-in 'Undertaking Form' enclosed herewith, to the Section Officer, General Section, A-Block, RIMS, Imphal, **on or before 18th July, 2025**, for availing the said allowance. Undertaking Forms received after the said date will not be entertained.

4. "POLICY ON DRESS CODE", approved by the Competent Authority, shall be strictly followed by the above categories of employees of RIMS, Imphal.

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

Signed by
Mecolt Rajkumar Singh
Date: 07-07-2025 19:55:26

(R.K. Mecolt Singh)
Deputy Director(Admn.)

Copy to:-

1. P.S. to Director, RIMS, Imphal.- for kind information of the Director.
2. The Medical Supdt., RIMS Hospital, Imphal.
3. The Principal, Dental College, RIMS, Imphal.
4. The Principal, College of Nursing, RIMS, Imphal.
5. All Head of Departments/Units/Sections, RIMS, Imphal.
6. The CAO/FA, RIMS, Imphal
7. All Hostel Wardens, RIMS, Imphal.
8. The Chief Nursing Officer, RIMS Hospital, Imphal.

9. The Accounts officer, RIMS, Imphal.
10. E.E.(Elect/Civil), Engg. Dept., RIMS, Imphal.
11. All S.O.s, RIMS & RIMS Hospital, Imphal.
12. The Steward i/c, RIMS Hospital, Imphal.
13. The System Administrator, RIMS, Imphal - *for uploading this Circular on RIMS website.*
14. Notice Board.
15. Order Book.



UNDERTAKING

2025

(DRESS ALLOWANCE for Regular Gr. C Employee.)

I,(full name with surname), a Group-C employee of Regional Institute of Medical Sciences, Imphal, hereby undertake that I will wear RIMS' prescribed dress during my office duty hours. I shall abide by the "Policy on Dress Code" of RIMS, Imphal. If, I am unable to comply with the said Policy, I will refund the dress allowance.

Date:

Signature:.....

Designation & Place of posting:

.....

ID Card no.:

Mobile no.....

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