



क्षेत्रीय आयुर्विज्ञान संस्थान, इंपहाल: 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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M E M O R A N D U M

No. GEN/IGOT/1/2025-ESTSec: Attention of all regular employees is drawn to the Institute's Office Memorandum of even number dated 21/09/2026 regarding the Annual Capacity Building Plan (ACBP) of RIMS, Imphal, for the year 2026-2027, and the Weekly ACBP course to be consumed by them during the 4th to 7th Week, i.e., from 21st September to 18th October, 2026.

2. It has been observed that, many of the regular employees have not consumed the Week V mandated Courses within the stipulated period. A list of the employees, who are yet to complete these Courses are enclosed herewith as **ANNEXURE**.

3. As per the directions of the Department of Personnel & Training (DoPT), Government of India, non-compliance with the aforesaid instructions may adversely affect the Annual Performance Appraisal Reports (APARs) of the employees concerned.

4. Accordingly, it is once again impressed upon the employees listed in the **ANNEXURE**, to consume the weekly Course, assigned for their respective Pay level, at the earliest, along with the weekly Course for Week-VI, which was notified vide Memorandum of even number dated 21.09.2026, within this week i.e., from 05.10.2026 to 11.10.2026, as the performance of the Institutes are being monitored at the Ministry level.

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

Digitally signed by
 R K MECOLT SINGH
 Date: 06-10-2026
 17:43:23

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

Copy to:-

1. The P.S. to Director.
2. The Medical Supdt., RIMS Hospital, Imphal.
3. The Dean (Academics)i/c, RIMS, Imphal.
4. All Heads of Departments/Sections/Units, RIMS, Imphal.
5. The Principal, Dental College, RIMS, Imphal.
6. The Principal, College of Nursing, RIMS, Imphal.
7. The P.S. to Deputy Director (Admn.), RIMS, Imphal.
8. The C.A.O./F.A., RIMS, Imphal.
9. Prof. Nandita Ksh. Dental College, RIMS, Imphal.
10. Librarian i/c, Central Medical Library, RIMS, Imphal.
11. The Chief Nursing Officer i/c, RIMS, Imphal.
12. Asst. Engineer (Civil)/(Elect.), RIMS, Imphal.
13. Administrative Officer, RIMS, Imphal.
14. All Section Officers, RIMS & RIMS Hospital, Imphal.
15. All members of the Capacity Building Unit (CBU), RIMS, Imphal - with the direction to ensure that the contents of this Office Memorandum are brought to the knowledge of all regular employees and to ensure compliance.
16. The System Administrator, RIMS, Imphal- *for uploading the above order.*

Note: Sl. Nos. 3 to 15 are requested to bring this Notice to the knowledge of their subordinate staffs.

ANNEXURE

Level 13:-

Name	Designation
Linda Marangmei	Associate Professor

Level 4 – 10:-

Sl.No.	Name	Designation
1	Bemoranee Waikhom	Nursing Officer
2	Khangembam Sanahanbi Devi	Nursing Officer
3	H Priyashini Devi	Senior Nursing Officer
4	Asem Rita Chanu	Nursing Officer
5	Laishram Ashangbi Devi	Senior Nursing Officer
6	Haobijam Reeta Devi	Nursing Officer
7	Laishram Ranjana Devi	Nursing Officer
8	Hemam Priya Devi	Nursing Officer
9	Yambem Ashangbi Devi	Nursing Officer
10	Naorem Kamala Devi	Nursing Officer
11	Konsam Angelina	Nursing Officer
12	Thokchom Ibemcha Devi	Nursing Officer
13	Rapaobamai Lunii Martha	Senior Nursing Officer
14	Monica Akoijam	Nursing Officer
15	Khundrakpam Luwangleima Devi	Nursing Officer
16	Robindro Singh Ngangbam	Assistant Engineer (Civil)

Level 1-3:-

Sl.No.	Name	Designation
1	Naorem Anjali Devi	Lower Division Clerk
2	Rahul Hawaibam	Multi Tasking Staff
3	Konthoujam Rabendrakumar Singh	Laboratory Technician
4	Chonnimla M L	Laboratory Assistant
5	Yaikhom Biken Singh	Dark Room Assistant