क्षेत्रीय आयुर्विज्ञान संस्थान, इंफाल: 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

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No.GEN/IGOT/1/2025-ESTSec: Attention of all regular employees is drawn to the Institute's Office Memorandum of even number dated 20/10/2026 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 8th to 11th Week, i.e., from 19th October to 15th November, 2026.

2. It has been observed that, many of the regular employees have still not consumed the previous Week viz., Week X mandated Courses, within the stipulated period. A list of the employees, who are yet to complete the Courses of the above week 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 **on and before 10/11/2026** at the earliest, along with the weekly Course for **Week-XI**, which was notified vide Memorandum of even number dated 20.10.2026, within this week i.e., from 02.11.2026 to 08.11.2026, 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
NONGTHOMBAM PADAMESHWAR SINGH
Date: 12-11-2026 10:37:01

(Nongthombam Padameshwar Singh)
Administrative Officer

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

Week 10

Level 14 and Above:-

Sl. No.	Name	Designation
1	Leisangthem Tarinita Devi	Professor
2	Yumnam Priyabarta Singh	Professor
3	Memchoubi Phanjoubam	Professor
4	Dr Yanglem Ajitkumar Singh	Professor

Level 12 and 13:-

Sl. No.	Name	Designation
1	Laishram Deepak Kumar	Associate Professor

Level 11:-

Sl. No.	Name	Designation
1	Dr T Ratanmani Singh	Assistant Professor
2	Longjam Anil Singh	Assistant Professor
3	Dr Memota Laishram	Assistant Professor
4	Victor Moirangthem	Assistant Professor
5	Prof Leishangthem Chanu Mala	Vice Principal (Nursing college)

Level 4 – 10:-

Sl.No.	Name	Designation
1	Ngangbam Roshni Devi	Nursing Officer
2	Oinam Anita Devi	Tutor
3	Pheiga Gangmei Martha	Nursing Officer
4	Thongbam Romola Devi	Nursing Officer
5	Akoijam Ibomcha Singh	Operation Theatre Technician
6	Prameshwori Devi Elangbam	Nursing Officer
7	Elangbam Premila Chanu	Senior Nursing Officer
8	Bal Regina Lama	Nursing Officer
9	Wangambam Nomita Devi	Nursing Officer
10	Keisham Kiranmala Chanu	Nursing Officer
11	Takhellambam Romapati Devi	Nursing Officer
12	Samjetsabam Binita Devi	Nursing Officer
13	Khoirom Biteshwori Devi	Nursing Officer
14	Malangmei Mariakdinang	X-Ray Technician
15	Laisharm Rebika Devi	Senior Nursing Officer

Level 1-3:-

Sl.No.	Name	Designation
1	Kg Kaniamgailiu	Attendant
2	Moshon Saka	Lower Division Clerk
3	Waikhom Ananta Singh	Attendant
4	Asif Khan	Laboratory Assistant
5	Preetam Yadav	Multi Tasking Staff