



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, 24th October 2026

HGEN/SAP/KAYA/10/2025-Gen (Hosp): In pursuance of the directive issued by the Ministry of Health and Family Welfare vide Office Memorandum dated 14.10.2026, the Institute/Hospital will organize a one-day Kayakalp activity on **"Sanitation and Hygiene"** on **27.10.2026** under **Special Campaign 6**, with the objective of institutionalizing Swachhata and minimising pendency in Government offices.

2. The activities shall include cleanliness and sanitation drives, proper upkeep of the institutional premises, promotion of improved hygiene practices, and other appropriate measures to maintain cleanliness and hygiene.

3. The Dean (Academic), Principal of Dental College/College of Nursing, Heads of Departments/Units, faculty members, Chief Nursing Officer, officials, staff, and students are requested to actively participate.

4. The detailed programme of the one-day activity on **"Kayakalp Activities (Sanitation and Hygiene)"** scheduled on **27.10.2026 (Tuesday)** under *Special Campaign 6* is enclosed as *Annexure*.

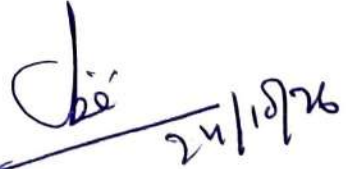
5. The Media Cell should cover the activities/programme of the one-day Kayakalp activity on **"Sanitation and Hygiene"** under Special Campaign 6

Sd/-
(Prof. N. Sanjib Singh)
Medical Superintendent

Memo No. HGEN/SAP/KAYA/10/2025-Gen (Hosp)

Copy to –

1. The P.S. to the Director, RIMS, for kind information of the Director, RIMS, Imphal
2. The Dean, I/C (Academic), RIMS, Imphal.
3. The Principal, Dental College / College of Nursing, RIMS, Imphal.
4. All Heads of Departments/Units/Section, RIMS, Imphal.
5. The Nodal Officer, SAP/Kaya Kalp, RIMS, Imphal.
6. All Hostel Wardens, RIMS, Imphal
7. The Deputy Director (Admn.) / Chief Accounts Officer, RIMS, Imphal.
8. The Chief Nursing Officer, I/C RIMS Hospital, Imphal.
9. The Executive Engineer (Civil) / AE (Elect/Civil), RIMS, Imphal.
10. The System Administrator, RIMS, Imphal –request to upload in the RIMS website.
11. , MSK, MSK-I/II, Banting Hall, Library, RIMS, Imphal
12. The President/Secretary, RIMMSU, RIMS, Imphal.
13. The Media Advisor, RIMS, Imphal.
14. The Photography Section, RIMS, Imphal.
15. The Steward, RIMS Hospital, Imphal
16. The President/Vice President, CRED/MSS, RIMS, Imphal.
17. The Concerned file.


(Prof. N. Sanjib Singh)
Medical Superintendent



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ANNEXURE -I

Sl. No.	Particular	Topic	Subject expert	Area
1	Awareness Program	Health awareness talks on Sanitation & Hygiene	Dr Christina Soibam, Assistant Professor, Community Medicine, RIMS, Imphal.	New OPD
2	11:00 AM onwards	Demonstration of Hand Hygiene & Segregation of Waste	Hospital Infection Control Nurses	- New OPD - Medicine Ward
SOCIAL SERVICE/ CLEANING				
	Timing	Particular/Target	Responsible/Team	
3	6:30 AM to 11:00 AM	Cleaning of roadside of New Psychiatry ward crossing to Dental gate	Manipur Security Service (MSS) & Centre for Research on Environmental Development (CRED)	
4	11:00 AM to 4:00 PM	E-waste segregation and physical file weeding	Faculties, Staff and Students, RIMS, Imphal CRED & MSS	
5		Cleaning of 10 CTU areas (Clean Targeted Unit) a) Medicine II and III Ward b) Derma & Nephro Male Ward c) Paediatric Ward d) Male Ortho Ward e) Derma & Nephro Toilet f) Chest Toilet g) Male Medicine II/III Toilet		

Ob
24/10/26