



REMINDER

Imphal, the 9th October, 2026

Subject: Re-issue of Circular regarding designated WhatsApp Numbers for Civil and Electrical Maintenance Complaints – regarding.

Ref: Circular No. 1(A)/MISC/2023-RIMS dated 31st October, 2025.

No.1(A)/MISC/2023-RIMS: In continuation of the Circular referred to above, all concerned are hereby reminded to follow the prescribed procedure for reporting civil and electrical maintenance-related complaints at RIMS, Imphal.

The designated WhatsApp numbers for reporting such complaints are given below:

Sl. No.	Section	WhatsApp Number
i.	Civil Engineering Section	9612223369
ii.	Electrical Engineering Section	8974982218

2. The above WhatsApp numbers are to be used only for reporting civil and electrical maintenance complaints falling under the respective Engineering Sections. Phone calls shall not be made to these numbers.

3. All Heads of Departments, Wardens, Principals, Chief Nursing Officers Heads of Units/ Sections and others concerned officers shall ensure that these instructions are brought to the notice of all staff under their control.

4. Complaints should, as far as possible, include a clear photograph and a brief description of the issue to help the concerned section identify and attend to the complaint promptly.

5. All concerned are requested to use the designated WhatsApp numbers for such complaints and not to send them through other unauthorized channels, so that complaints can be properly recorded, monitored and attended to in a timely manner.

6. All concerned are requested to strictly adhere to the above instructions.

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

(Nongthombam Padameshwar Singh)
Administrative Officer

Copy to:-

1. P.S. to Director, RIMS, Imphal – for kind information of the Director, RIMS, Impha.
2. The Medical Superintendents, RIMS, Imphal.
3. The Dean (Academic), RIMS, Imphal.
4. The Principal, Dental College/College of Nursing, RIMS, Imphal.
5. All Heads of Departments/Units, RIMSH, Imphal.
6. The Chief Nursing Officers, RIMS, Imphal.
7. All Hostel Warden, RIMS, Imphal.
8. The Section Officer i/c, Academic Section, RIMS, Imphal.
9. The System Administrators, RIMS, Imphal – for uploading in website.
10. Concerned File.