



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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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 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 Weeks viz., Weeks I, II, III, IV, V, VI, VII & VIII mandated Courses, within the stipulated period. A list of the employees, who are yet to complete the Courses of **the above weeks** 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-IX**, which was notified vide Memorandum of even number dated 20.10.2026, within this week i.e., from 26.10.2026 to 01.11.2026, 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
 R K MECOLT SINGH
 Date: 29-10-2026
 13:09:47

(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

Week 1Level 4 – 10:-

Sl.No.	Name	Designation
1	Madhu Sudan Bhardwaj	Nursing Officer
2	Saya Mutum	Nursing Officer
3	Koijam Denita Devi	Nurse
4	Ningombam Punam Devi	Audiologist-cum-Speech Therapist
5	Naorem Tamphamani Devi	Nursing Officer
6	Leitanthem Nirupama Devi	Nursing Officer

Level 1-3:-

Sl.No.	Name	Designation
1	Chanambam Boboi	Multi Tasking Staff
2	Sangita Kumari	Multi Tasking Staff
3	Leishangbam Milan Singh	Attendant
4	Laishram Shankarjit Singh	Multi Tasking Staff
5	Langongdim Gonmei	Driver (Grade III)
6	Elangbam Bishorjit Singh	Lower Division Clerk
7	Md Azad Khan	Attendant
8	Pukhrambam Rameshwar Singh	Attendant

Week 2Level 4 – 10:-

Sl.No.	Name	Designation
1	Bankim Ningthoujam	Tutor
2	Ngangbam Roshni Devi	Nursing Officer
3	Sunita Chirom	Upper Division Clerk
4	Leishangthem Bidyarani Devi	Library and Information Assistant
5	Chingangbam Ushakiran Devi	Assistant Section Officer

Level 1-3:-

Sl.No.	Name	Designation
1	Suraj Mahawar	Multi Tasking Staff
2	Ng Teriza	Sweeper
3	Sandeep Kanwal	Multi Tasking Staff
4	Sangita Kumari	Multi Tasking Staff
5	Kg Meithaingam	Chowkidar
6	Irom Nabachandra Singh	Attendant
7	Kshetrimayum Munindro Singh	Mali
8	Andrew Yumkham	Driver
9	Pukhrambam Rameshwar Singh	Attendant
10	Kamkhojang Khongsai	Sweeper

Week 3**Level 4 – 10:-**

Sl.No.	Name	Designation
1	Prithwiraj Das	Nurse
2	Soibam Inaobi Devi	Nursing Officer
3	Wiakhom Randhoni Devi	Laboratory Technician
4	Grace Khamngaihlun	Senior Nursing Officer
5	Laimayum Karuna Devi	Laboratory Technician
6	Waribam Urmila Devi	Nursing Officer

Level 1-3:-

Sl.No.	Name	Designation
1	Sangita Kumari	Multi Tasking Staff
2	Pukhrambam Rameshwar Singh	Attendant
3	Kamkhojang Khongsai	Sweeper
4	Prakash	Multi Tasking Staff
5	Athokpam Milankumar Singh	Cook
6	Kg Meithaingam	Chowkidar
7	Kshetrimayum Munindro Singh	Mali

Week 4**Level 4 – 10:-**

Sl.No.	Name	Designation
1	Ningthoujamranjanadevi Ranjana	Nursing Officer
2	Shougaijam Chitaranjan Singh	Nursing Officer
3	Thounaojam Sanalata Devi	Nursing Officer
4	Wiakhom Randhoni Devi	Laboratory Technician

Level 1-3:-

Sl.No.	Name	Designation
1	Nameirakpam Ronald Singh	Attendant
2	K G Athon Rongmei	Attendant
3	Akoijam Bigyananda Singh	Attendant
4	Ankit Kumar Verma	Multi Tasking Staff
5	Irengbam Komol Singh	Attendant
6	Sagolsem Ganga Devi	Operation Theatre Assistant
7	Wangjam Biren Singh	Attendant
8	Kg Meithaingam	Chowkidar
9	Athan Kabui	Sweeper
10	G Janggaime	Sweeper
11	Heshoru	Sweeper
12	Moirangthem Sanjoy Singh	Multi Tasking Staff
13	Loitongbam Memchoubi Devi	Attendant
14	Pukhrambam Rameshwar Singh	Attendant
15	Suraj Mahawar	Multi Tasking Staff
16	Nameirakpam Ronald Singh	Attendant

Week 5**Level 14 and Above:-**

Name	Designation
Dr Jayshree Phurailatpam	Professor

Level 4 – 10:-

Sl.No.	Name	Designation
1	Rk Mirnalini	Nurse
2	Yambem Ashangbi Devi	Nursing Officer
3	Heikham Sarita Devi	Nursing Officer
4	Monalisa Khaidem	Nursing Officer

Level 1-3:-

Sl.No.	Name	Designation
1	M Lina	Sweeper
2	Pukhrambam Rameshwar Singh	Attendant

Week 6**Level 4 – 10:-**

Sl.No.	Name	Designation
1	Ningombam Punam Devi	Audiologist-cum-Speech Therapist
2	Wiakhom Randhoni Devi	Laboratory Technician
3	Bal Regina Lama	Nursing Officer

Level 1-3:-

Sl.No.	Name	Designation
1	Nameirakpam Ronald Singh	Attendant
2	Pukhrambam Rameshwar Singh	Attendant
3	Kamkhojang Khongsai	Sweeper
4	Soyam Chandralekha Devi	Attendant
5	Konjengbam Inakhunbi Devi	Attendant

Week 7**Level 14 and Above:-**

Sl.No.	Name	Designation
1	Mayanglambam Medhabati Devi	Professor

Level 4 – 10:-

Sl.No.	Name	Designation
1	Bal Regina Lama	Nursing Officer
2	Thingbaijam Nutanmanjuri Devi	Nursing Officer
3	R.K. Mirnalini	Nursing Officer
4	Niangngaihlan	Nursing Officer
5	Sonia Loukrakpam	Nursing Officer
6	Kshetrimayum Pusparani Devi	Nursing Officer
7	Khangembam Mina Devi	Senior Nursing Officer

Level 1-3:-

Sl.No.	Name	Designation
1	Konjengbam Inakhunbi Devi	Attendant
2	R.K. Shantibala Devi	Attendant
3	Soyam Chandralekha Devi	Attendant
4	Bm Wasim Sarfaj	Multi Tasking Staff
5	M Lina	Sweeper
6	Adikarimayum Rishikesh Sharma	Cook
7	Oinam Angouba Singh	Attendant
8	Ningthoujam Premjit Singh	Multi Tasking Staff
9	Pukhrambam Rameshwar Singh	Attendant
10	A Lorho	Attendant
11	Nameirakpam Ronald Singh	Attendant
12	Athokpam Milankumar Singh	Cook

Week 8**Level 12 and 13:-**

Name	Designation
Nitai Debnath	Associate Professor

Level 11:-

Sl.No.	Name	Designation
1	Dr Memota Laishram	Assistant Professor

Level 4 – 10:-

Sl.No.	Name	Designation
1	Mendona Moirangthem	Nursing Officer
2	Khaidem Sangeeta Chanu	Nursing Officer
3	Salam Dinesh Singh	Medical Laboratory Technologist
4	Ranjita Naoroibam	Nursing Officer
5	Maimom Somola Devi	Nursing Officer
6	Kshetrimayum Dhananjoy Singh	X-Ray Technician
7	Khwairakpam Santa Singh	Blood Bank Organiser
8	Bairan Laishram	Pharmacist
9	Moirangthem Bina Devi	Nursing Officer
10	Anandi Devi	Nursing Officer
11	Thingbaijam Romita Devi	Nursing Officer
12	Sougrakpam Simon Singh	Laboratory Technician
13	Koijam Mangalabi Chanu	Nursing Officer
14	Oinam Umabai Chanu	Laboratory Technician
15	Athokpam Binodini Devi	Nursing Officer
16	Lourembam Roshini Devi	Nursing Officer
17	Shijagurumayum Debala Devi	Nursing Officer
18	Huidrom Pratima Devi	Senior Nursing Officer
19	Sonia Loukrakpam	Nursing Officer
20	Ngangom Mandakini Devi	Nursing Officer
21	Monalisa Khaidem	Nursing Officer
22	Longjam Bala Devi	Senior Nursing Officer
23	Sinam Elina Devi	Nursing Officer

Level 1-3:-

Sl.No.	Name	Designation
1	Ringphunlung Gangmei	Multi Tasking Staff
2	Sarangthem Somokanta Singh	Attendant
3	Ningthoujam Premjit Singh	Multi Tasking Staff
4	Saroj Kumar	Multi Tasking Staff
5	Geeta Gayakwad	Multi Tasking Staff