




## C I R C U L A R

Imphal, the 18<sup>th</sup> February, 2025

**No.1(A)/MISC/2023-RIMS: /8587** As per DoPT OM No.11013/13/2023-Pers. Policy-A.III, dated 15<sup>th</sup> June, 2024, all the non-teaching officers/ staffs of RIMS, Imphal, including Nursing and Dental Colleges, are hereby informed that they are required to register their daily attendance twice - upon arrival and on departure, on the AEBAS Platform only.

2. Accordingly, these officers/ staffs are directed to complete their registration in AEBAS Platform at the National Medical Commission (NMC) room, A-Block, RIMS, Imphal, latest by 7<sup>th</sup> March, 2025. They are also requested to bring their Aadhaar Card, along with their Aadhaar linked mobile phone.

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

  
18/02/25

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

Copy to:-

1. The P.S. to Director, RIMS, Imphal- for kind information of Director, RIMS, Imphal
2. The Medical Superintendent, RIMSH, Imphal
3. The Dean (Academics), RIMS, Imphal
4. All Heads of Departments/Units, RIMS Imphal
5. The Principal, Dental College, RIMS Imphal
6. The Principal, College of Nursing, RIMS Imphal
7. The CAO/FA, RIMS, Imphal
8. P.A. to Deputy Director (Admn.), RIMS, Imphal
9. Member Secretary, REB, RIMS, Imphal
10. The Chief Nursing Officer i/c, RIMS Hospital, Imphal
11. The Librarian i/c, RIMS, Imphal
12. Accounts Officer i/c, RIMS, Imphal
13. All Sections Officer, RIMS & RIMSH, Imphal
14. The Executive Engineer (Civil & Electrical), RIMS, Imphal
15. The Hostel Wardens, RIMS, Imphal
16. The Caretaker, Jubilee Hall, RIMS, Imphal
17. The System Administrator, RIMS Imphal – for uploading to the RIMS official website
18. Concerned file