



C I R C U L A R

Imphal, the 16th October, 2024

Subject : Organising Karmayogi Saptah - National Learning Week from 19th October to 25th October, 2024.

No.39/A/2021-RIMS: 1815 As per the Ministry of Health & Family Welfare (Training Division), circular No. A-11033/14/2024-Trg dated 14/10/2024, this Institute is organising Karmayogi Saptah - National Learning Week from 19th October to 25th October, 2024, during which all the employees of RIMS, Imphal, are required to commit a minimum of 4 hours for learning through iGOT courses available on the iGOT portal, Daily Webinars on various themes (to be organised by CBC) and MDO specific programmes. A copy each of the guidelines issued by the Ministry along with user Manual of Karmayogi Saptah - National Learning is enclosed for reference.

2. All the employees on RIMS, Imphal, who possess NIC e-mail, are requested to register themselves on the iGOT portal at the earliest and dedicate a minimum of 4 hours on various courses available in the said portal. The Ministry has also shortlisted certain courses, which are mandatory and required to be consumed within the week, which are indicated below:-

- i. Know Your Ministry module (Compulsory)
 - ii. Vikshit Bharat*
 - iii. Jan Bhagidari*
 - iv. Leading the Karmayogi Way*
- *Any one of the three

3. Accordingly, Principals, HODs, Officers-in-charge of various College, Departments, Units and Sections etc are requested to issue necessary instruction to all the employees of RIMS under their supervision, to participate in the course during this period. They are also directed to submit a report on the iGOT courses, completed by them, to the undersigned, **on and before 25th October, 2024, and / or email at rims.imphal@gov.in** in the prescribed format, which is enclosed as **ANNEXURE**.

4. This issues with the approval of the Director i/c, RIMS, Imphal.


16/10/24
(R.K. Mecol Singh)
Deputy Director (Admn.)

Copy to: (for enclosures, please refer to email and RIMS website)

1. The P.S. to Director - for kind information.
2. The Medical Supdt., RIMS Hospital, Imphal.
3. The Dean (Academic), 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, Impgal.
8. The C.A.O./F.A., RIMS, Imphal.
9. The Chief Nursing Officer i/c, RIMS, Imphal.
10. Asst. Engineer (Civil)/(Elect.), RIMS, Imphal.
11. All Section Officers, RIMS & RIMS Hospital, Imphal.
12. The System Administrator, RIMS, Imphal- for uploading the above order and to send by email to all concerned.
13. All Notice Boards.
14. Concerned file.

They are requested to inform the subordinate staffs working under their control.

ANNEXURE

Sl.No.	Name & Designation of the Employee	Name of Course	Date of Completion