




C I R C U L A R

Imphal, the 1st August, 2024

No. 1(A)/Misc/2011-RIMS/

It has been observed that many of the faculty members and staff members of the Institute are not available during office working hours even though attendance is marked on the biometric system. To check their physical presence during office hours, random surprise rounds will be conducted by a team consisting of Director, MS, Dean and HoDs. If any faculty member/staff member is found absent without any prior sanction, strict disciplinary actions will be taken up against them as per the provisions of the CCS (Conduct) Rules, 1964.

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


01/08/24
(R.K. Mecolt Singh)
Deputy Director (Admin)

To,

- i) PS to Director, RIMS, Imphal
- ii) PA to Medical Superintendent, RIMSH, Imphal.
- iii) Dean (Academics)
- iv) Principals of Dental College/College of Nursing
- v) All Head of Departments /Units/Sections
- vi) System Administrator – *for uploading the Circular on the RIMS Website and by email to all concerned HoDs.*