

OFFICE OF THE DIRECTOR
ALL INDIA INSTITUTE OF MEDICAL SCIENCES
Ansari Nagar, New Delhi-110029

F.No.40-30/2025-Estt.I

Dated: 13th May 2025

OFFICE MEMORANDUM

Subject: Mandatory Cyber Security Awareness Lectures for All Staff.

In light of prevailing global geopolitical tensions and the growing risk of cyber threats targeting healthcare institutions, the **Computer Facility**, under the directive of the undersigned, will be conducting a series of **Cyber Security Awareness Lectures** for all staff members of AIIMS.


These sessions are designed to equip every member of our workforce with the essential knowledge required to **identify, prevent, and respond to cyber incidents** such as phishing attempts, fake calls, and digital arrest scams. As custodians of sensitive medical and institutional data, it is imperative that we remain vigilant and well-informed to protect the integrity of our systems.

All employees are instructed to attend these sessions as per the schedule given below. In this regard, I urge all Deans, Chiefs of Centres, Heads of Departments, and Incharge of various Units/Sections to actively **encourage and facilitate the participation** of their respective team members.

Let us work together to strengthen our digital defences and uphold the security framework of AIIMS.

Venue: Dr. Ramalingaswami Board Room

S. No	Date	Day	Time
1	16-05-2025	Friday	03:00 -04:00
2	17-05-2025	Saturday	11:00 - 12:00
3	19-05-2025	Monday	11:00 - 12:00
4	20-05-2025	Tuesday	03:00 - 04:00
5	21-05-2025	Wednesday	11:00 - 12:00
6	22-05-2025	Thursday	03:00 - 04:00
7	23-05-2025	Friday	11:00 - 12:00

 13/5/2025

(Prof. M. Srinivas)
Director

Copy to: *(with a request to also circulate it to all officials under their control)*

- Dean/s (Academic, Research, Examination)
- Addl. Director (Admin)
- Medical Superintendent (AIIMS)
- Chiefs' of all Centres / Head, NCI Jhajjar
- Heads' of all Departments
- Sr. Financial Advisor
- Deputy Secretary
- Registrar
- AO, Coordination Cell
- Chief Information Security Officer, AIIMS
- Prof. In-Charge, CF – to provide resource person for the lectures
- Computer Facility – to be uploaded on the website(aiims.edu)