OFFICE MEMORANDUM

SUBJECT: Retention of documents/records pertaining to “Testing & reporting of HIV/AIDS”

All records/documents pertaining to “Testing & Reporting of HIV/AIDS” at NRLs/SRLs/and peripheral testing units are required to be maintained for a minimum period of 5 years from the day of generation of record or as per the state rules whichever period is ending later.

This issues with the approval of Secy & DG, NACO.

CC to:
1. Project Directors, All States
2. NRL/SRL Incharges
3. Regional Technical Specialists – LS(4 Regions)
4. US(Admin), Dept. of AIDS Control
5. Mr. Shreenu, TO(M&E), for uploading on NACO official website

Dr. Sandhya Kabra
ADG(LS & BS)