

F.No. 01-25/CDER-Misc (I)
All India Institute of Medical Sciences
Centre for Dental Education & Research
(Office of the Chief)

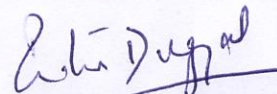
New Delhi, Dated the 27.01.2026

OFFICE MEMORANDUM

Subject: Nomination of Nodal Officer for compilation of Annual Report of this Centre - regarding.

In order to ensure systematic compilation, coordination and timely submission of the Annual Report of the Centre, it has been considered necessary to designate a Nodal Officer to oversee and streamline the process.

2. Accordingly, Dr. Harsh Priya, Addl. Professor (PHD) is nominated as the Nodal Officer for the purpose of compilation of the Annual Report of the Centre, with immediate effect and until further orders.
3. The concerned divisions/ specialities of the Centre shall compile and forward the consolidated Annual Report of their respective divisions/ specialities to the Nodal Officer within the prescribed timelines. After obtaining the consolidated Annual Reports from the concerned divisions, the Nodal Officer shall compile and finalise the Annual Report of the Centre in the prescribed proforma/ format and within stipulated timelines.
4. The combined Annual Report of the Centre shall be forwarded by the Nodal Officer through eOffice or email to the concerned section of AIIMS, New Delhi, under intimation to the office of undersigned.
5. All concerned are requested to extend full cooperation and provide necessary information/data to the Nodal Officer as and when required.



(Dr. Ritu Duggal)

Chief of the Centre, CDER
Tele. 26588760 (2304)

Internal Distribution:

Dr. Harsh Priya/ Professor In - Charge(s) of all divisions/ specialities/ Addl. MS/ ANS/ Administrative Officer/ Faculty Members/ All concerned/ Notice Boards

Copy for information to: -

- i. PS to Director/ AD (Admin), AIIMS, New Delhi
- ii. PPS to Chief, CDER
- iii. PIC, Computer Facility, AIIMS, New Delhi - with a request to upload the same on the institute's website.