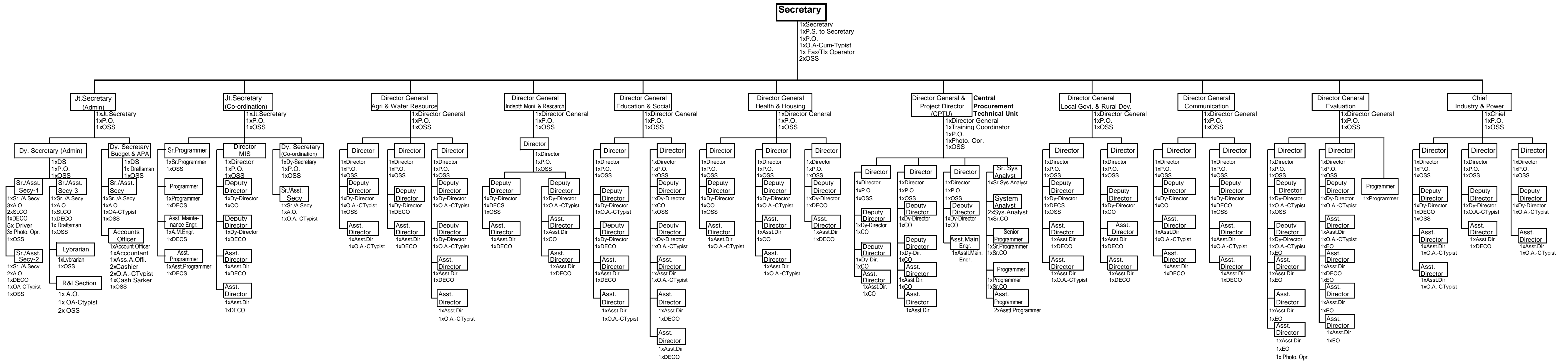


Implementation Monitoring & Evaluation Division  
Ministry of Planning

Organogram of IMED



Handwritten signatures and dates, including a date of 20/04/19.

Sl. No.	Name of the Post	Existing	New Sanction	Total
1.	Secretary	1	-	1
2.	Chief	1	-	1
3.	Jt. Secretary	1	1	2
4.	Director General	5	3	8
5.	Sr. System Analyst	-	1	1
6.	Dy. Secretary	1	2	3
7.	Director	17	5	22
8.	System Analyst	1	1	2
9.	Sr. Asst. Secretary	2	3	5
10.	PS to Secretary	1	-	1
11.	Deputy Director	23	7	30
12.	Senior Programmer	-	2	2
13.	Programmer	3	-	3
14.	Assistant Director	30	10	40
15.	Training Coordinator	1	-	1
16.	Assistant Programmer	1	2	3
17.	Assistant Maintenance Engineer	1	1	2
18.	Accounts Officer	2	-	2
19.	Senior Computer Operator	1	-	1
<b>Total 1st Class</b>		<b>92</b>	<b>38</b>	<b>129</b>
20.	A.O.	7	2	9
21.	P.O.	25	11	36
22.	Librarian	1	-	1
23.	Evaluation Officer	8	-	8
24.	DECS	3	2	5
25.	Ass. Ac. Officer	1	-	1
<b>Total 2nd Class</b>		<b>45</b>	<b>15</b>	<b>60</b>

Sl. No.	Name of the Post	Existing	New Sanction	Total
26.	Accountant	1	-	1
27.	Sr. Computer Operator	2	-	2
28.	Computer Operator	8	6	14
29.	Draftsman	2	-	2
30.	Steno-cum Computer Operator	3	-	3
31.	Cashier	2	-	2
32.	OA cum Computer Typist	27	5	32
33.	Fax/Telex Operator	1	-	1
34.	Data Entry/Control Operator	26	-	26
35.	Cash Sarker	1	-	1
36.	Driver	5	-	5
37.	Photocopy Machine Operator	5	-	5
<b>Total 3rd Class</b>		<b>83</b>	<b>11</b>	<b>94</b>
38.	OSS/Office Support staff	-	5	5
<b>Total 4th Class</b>		<b>50</b>	<b>5</b>	<b>55</b>
<b>Total 1st Class</b>		<b>92</b>	<b>38</b>	<b>129</b>
<b>Total 2nd Class</b>		<b>45</b>	<b>15</b>	<b>60</b>
<b>Total 3rd Class</b>		<b>83</b>	<b>11</b>	<b>94</b>
<b>Total 4th Class</b>		<b>50</b>	<b>5</b>	<b>55</b>
<b>Grand Total</b>		<b>270</b>	<b>69</b>	<b>338</b>

Sl. No.	Trans. & Equipment	Sanctioned
1.	Car	8
2.	Microbus	6
3.	Jeep	2
4.	Motor Cycle	1
5.	Aircooler	10
6.	Duplicating Machine	2
7.	Photocopier	7
8.	P.C.	55
9.	Fax	1

**Allocation of Business**

- Monitoring & Evaluation of the Implementation of development Projects included in the Annual Development Programme.
- Collection & compilation of project-wise data for preparing quarterly, annual and periodical progress reports for information of the President, NEC, ECNEC, Ministries and other concerned.
- Rendering such advisory or consultancy services to Ministries/Agencies concerned on implementation of projects as and when necessary.
- Field inspection of projects for on the spot verification of implementation status and such other Co-ordination works as may be necessary for the removal of implementation problems, if any, with the assistance of related Ministries/Agencies.
- Submission of project inspection reports to the President & Ministers concerned when attention at such levels are considered necessary.
- Matters relating to Central Procurement Technical Unit (CPTU)
- Matters relating to The Public Procurement Regulations, 2003 by the President from time to time.

Sr.CO	= Senior Computer Operator
E.O.	= Evaluation Officer
A.O.	= Administrative Officer
P.O.	= Personal Officer
DECS	= Data Entry/Control Supervisor
CO	= Computer Operator
Sr.DECS	= Senior Data Entry/Control Operator
St.CO	= Steno Typist Cum Computer Operator
O.A.-Ctypist	= Office Assistant Cum Computer Typist
DECO	= Data Entry/Control Operator
Photo.Opr.	= Photocopy Machine Operator