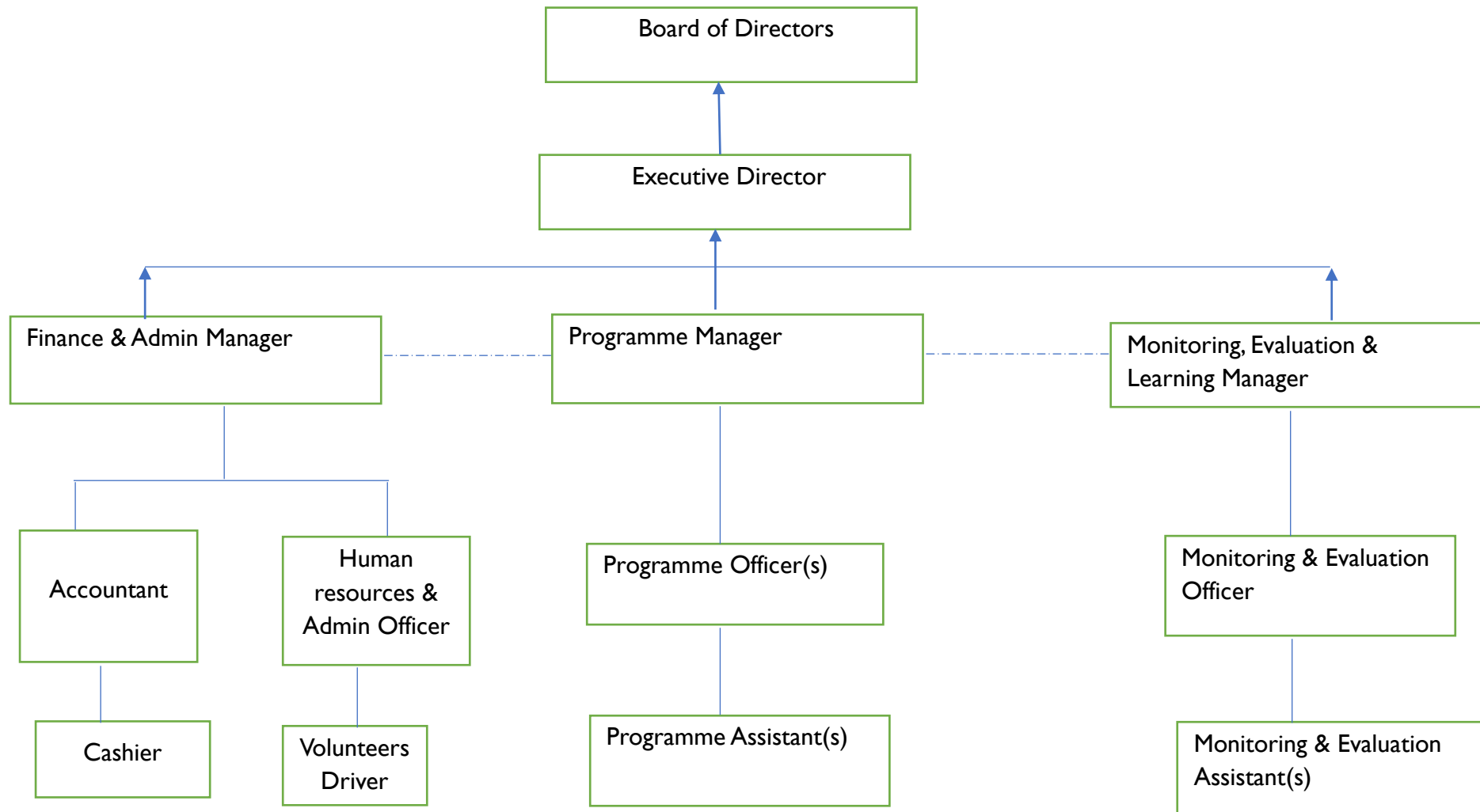


MEST DEVELOPMENT INITIATIVES LTD Organogram



Organogram: MEST DEVELOPMENT INITIATIVES LTD

Board of Directors

The Board of Directors is the highest governing body of the organization. It provides governance, strategic direction, and oversight to ensure that the organization operates in line with its mission, vision, and legal obligations. The Board holds the Executive Director accountable and approves major policies and decisions.

Executive Director

The Executive Director is the chief executive officer of the organization. This role reports directly to the Board of Directors and is responsible for the overall management and leadership of the organization. The Executive Director oversees the work of all departments, ensures strategic objectives are met, and represents the organization to external stakeholders.

Finance & Admin Manager

The Finance & Admin Manager oversees all financial, administrative, and human resource functions of the organization, ensuring efficient and compliant operations.

Accountant

Responsible for maintaining financial records, preparing financial reports, and ensuring compliance with accounting standards and regulations.

Human Resources & Admin Officer

Manages human resource functions, including recruitment, staff welfare, performance management, and administrative operations.

Volunteers

The Volunteers support various programs and activities of the organization under the coordination of the HR & Admin Officer.

Cashier

Handles cash management, disbursement of funds, and petty cash operations in line with financial policies.

Programme Manager

The Programme Manager oversees the planning, implementation, and monitoring of the organization's projects and programs. This role ensures that programs are delivered effectively and in alignment with organizational goals.

Programme Officer(s)

Responsible for managing specific projects, coordinating field activities, and reporting on program performance.

Programme Assistant(s)

Provides administrative and logistical support to program officers and assists in day-to-day program operations.

Monitoring, Evaluation & Learning Manager

The MEL Manager leads the design and implementation of monitoring and evaluation frameworks to assess program performance and impact, and ensures that lessons learned inform program improvement.

Monitoring & Evaluation Officer

Conducts data collection, analysis, and reporting to track program progress against objectives.

Monitoring & Evaluation Assistant(s)

Provides support in data management, entry, and preliminary analysis to ensure timely and accurate reporting.