

**2025-2026**

# ORGANISATION PROFILE

[www.needorganisation.com](http://www.needorganisation.com)



**National Environment & Education Development (NEED)**

**P.Venugopala Rao, Director, NEED.**

**National Environment & Education Development (NEED)  
KVR Real Estate, Jeypore Road, SALUR - 535591,  
Parvatipuram Manyam District, Andhra Pradesh. Mobile  
No.9440252618,  
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**P.VENUGOPALA RAO**  
**NEED - DIRECTOR.**

## **MESSAGE FROM THE SECRETARY**

**Welcome to NEED Organisation,  
Dear Friends and Supporters,**

I am delighted to introduce you to NEED organisation, a *"Empowering individuals and communities through education, skill development, and sustainable initiatives, NEED organisation strives to bridge the gap between potential and opportunity, fostering a brighter future for all."* Our organisation is committed to *"A world where every individual has access to opportunities, resources, and support to reach their full potential, leading to a more equitable, prosperous, and sustainable future."*

At NEED, we believe that *"Empowering through compassion, educating through innovation, and transforming through collective action, we believe in the inherent potential of every individual and community to thrive and make a positive impact."* Our team works tirelessly to achieve the following Goals and Objectives:

### **Goals:**

- Empower Individuals and Communities: Enhance the capacity and well-being of individuals and communities through education, skill development, and support.
- Promote Sustainable Development: Foster sustainable practices and initiatives that benefit both people and the planet.
- Foster Innovation and Entrepreneurship: Encourage innovation, entrepreneurship, and job creation to drive economic growth and development.

### **Objectives:**

- Improve Education and Skills: Provide access to quality education and skill development opportunities.
- Enhance Livelihoods: Support initiatives that improve livelihoods and economic stability.
- Build Capacity: Strengthen the capacity of individuals, communities, and organisations.
- Promote Collaboration: Foster partnerships and collaborations to achieve common goals.

This organisation profile provides an overview of our mission, vision, values, and activities. We hope that it will give you a better understanding of our work and inspire you to join us in our efforts to empower individuals and communities through education, innovation, and sustainable initiatives, enabling them to reach their full potential and create a better future."

I would like to thank you for your interest in NEED organisation. We look forward to working with you to make a positive impact in the lives of down trodden and neglected communities in our Andhra Pradesh and respected States in India.

National Environment & Education Development (NEED) organisation has successfully accomplished its Organization Profile. Through its various ongoing projects, it has significantly contributed in the State of Andhra Pradesh, Odissa. Our approach has always been a holistic development of community deprived of their rights and basic needs. While presenting the Organization profile, it is a matter of great satisfaction for the entire team that we achieved what we strived for. This report manifests the actions and results of the team NEED. I am thankful to the members of management board for their guidance and support. I sincerely extend my whole hearted thanks to the all the funders and partner NGO's of NEED to make our programmes successful. Last but not the least I welcome feedbacks/suggestions for further improvement in our earnest endeavor to serve, and be able to serve better.

Thank you for your support.

**P.VENUGOPALA RAO,  
SECRETARY - NEED.**

## Basic Details of the Organisation

<b>Name of the Organization</b>	National Environment & Education Development (NEED)
<b>Established Year</b>	1992
<b>Registration Year</b>	Registration under society's registration Act of XXI of 1860 with No. 185/1998. Date:28.05.1998
<b>Location</b>	Salur Town, Jeypore Road, Near RTC Complex , PARVATHIPURM MANYAM Dist, Andhrapradesh
<b>Chief Functionary / Founder</b>	P.Venugopala Rao, Secretary/ Executive Director
<b>Address for Communication /Admin office</b>	P.Venugopala Rao, Executive Director National Environment & Education Development (NEED) Door.No.30-3-458 Jeypore Road, Near RTC Complex SALUR - 535 591 Parvathipuram Manyam District, Andhra Pradesh, India. National Environment and Education Development (NEED) <a href="https://g.co/kgs/rnULjUS">https://g.co/kgs/rnULjUS</a>
<b>GPS Coordinates</b>	Lat : 18.523147 Long : 83.192215
<b>Branch Office</b>	Near Hotel Bhaska Grand, Bypass Road, Parvathipuram, Parvathipuram Manyam District
<b>Field Offices (if any)</b>	Plot No.180/181,Sri Nivasam, Sri Lalitha Nagar,KLPuram- Vizianagaram-535003
<b>Odissa State Office Address</b>	At Ward No.2, Balaram Nagar, Sitabordipada, Bhawanipatna, District: Kalahandi, Odissa, India.
<b>Telephone/Fax/Mobile</b>	Mobile: 9440252618
<b>E-Mail ID</b>	needvo@gmail.com;needvo2@gmail.com
<b>Website</b>	<a href="http://www.needorganisation.com">www.needorganisation.com</a>
<b>Target Community</b>	Tribal, Backward classes, neglected and downtrodden communities in Rural and Urban Areas.
<b>Exemptions under the Income Tax Department with details</b>	PAN No: AAATN7601E Form 10AC No: AAATN7601EE2002601 ( 12A & 80G) TAN : VPPN00854A
<b>FCRA Registrations with Details</b>	No. 010370048; date: 29.03.2022 ( Valid upto 5 Years)
<b>Equal opportunities, protection of rights and full participation Act 2016 Under Sec 51</b>	1 of 2023
<b>Women&amp;Children Institutions Rules 2010 and Act 1956 ; GOMS No.30 Dt 27.06.2011</b>	License No:01/PRC/PVP/CHG/2025 Dated 13.03.2025
<b>Ministry of Corporate Affairs, Govt of India</b>	Lr.No: CSR00023262

<b>NITI Aayog/Ngo Partnership Registration No</b>	AP/2016/0105926	
<b>GST No:</b>	37AAATN7601E2ZR	
<b>Details of Bank Accounts</b>	Account No.	
<b>State Bank Of India, Salur</b>	11370748995	(IFS Code: SBIN0000914)
<b>HDFC BANK, Salur</b>	22141450000045	(IFS Code: HDFC0002214)
<b>AXIS Bank, Salur</b>	920010067446357	(IFS Code: UTIB000 4490)
<b>SBI,SALUR –FCRA A/c No</b>	11370738001	(IFS Code: SBIN0000914)
<b>Union Bank of India</b>	050112100000393	(IFS Code: UBIN0805017
<b>Punjab National Bank (PNB), Bhawanipatna Branch, Odissa</b>	1693102100000579	(IFSC Code: PUNB0169310

### **VISION Statement:**

"A world where every individual has access to opportunities, resources, and support to reach their full potential, leading to a more equitable, prosperous, and sustainable future."

### **MISSION Statement:**

"Empowering individuals and communities through education, skill development, and sustainable initiatives, NEED organisation strives to bridge the gap between potential and opportunity, fostering a brighter future for all."

### **Philosophy Statement:**

"Empowering through compassion, educating through innovation, and transforming through collective action, we believe in the inherent potential of every individual and community to thrive and make a positive impact."

### **Organisation Purpose:**

"NEED organisation exists to empower individuals and communities through education, innovation, and sustainable initiatives, enabling them to reach their full potential and create a better future."

### **Core Values:**

- **Empowerment:** Empowering individuals and communities to reach their full potential.
- **Sustainability:** Promoting sustainable practices and initiatives that benefit both people and the planet.
- **Innovation:** Encouraging innovation and creativity to address complex challenges.
- **Inclusivity:** Fostering an inclusive and equitable environment that values diversity.
- **Accountability:** Operating with transparency and accountability in all aspects of our work.

## Guiding Principles:

- Community-led: Supporting community-led initiatives and decisions.
- Partnership: Collaborating with stakeholders to amplify our impact.
- Integrity: Upholding the highest standards of integrity and ethics in our work.
- Excellence: Striving for excellence in all aspects of our work.
- Compassion: Demonstrating compassion and empathy in our interactions with individuals and communities.

## Organisation Believes

- **Every individual deserves opportunities:** Every individual deserves access to opportunities that enable them to reach their full potential.
- **Communities are powerful:** Communities have the power to drive positive change when empowered and supported.
- **Sustainability is key:** Sustainable practices and initiatives are essential for long-term impact and benefit.
- **Collaboration is crucial:** Collaboration and partnership are critical to achieving our mission and goals.
- **Innovation is essential:** Innovation and creativity are essential for addressing complex challenges and finding effective solutions.
- **Every action counts:** Every action, no matter how small, can make a significant difference in the lives of individuals and communities.

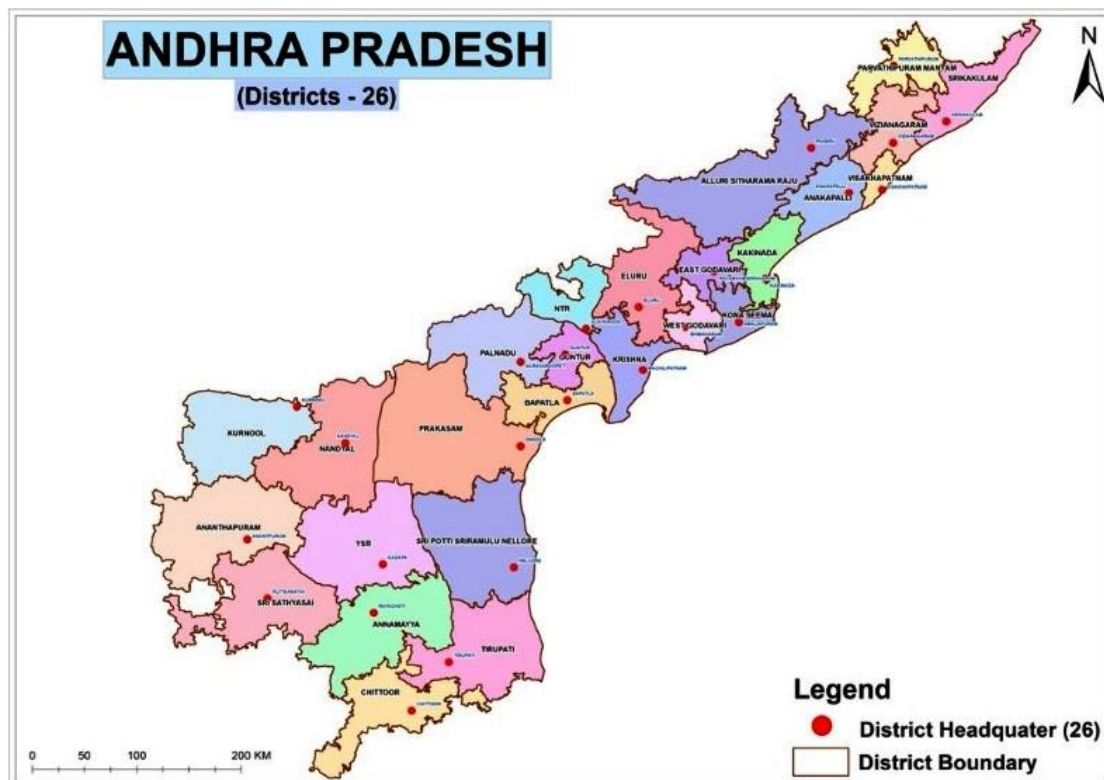
## Details of the Governing Body/Executive Body (GOVERNANCE)

Sl.No.	Name of the Board Member/Address	Designation
1	Sri. Vemula Adinarayana, Kurukuti (Post/Village) Salur Mandal, Vizianagaram District. A.P.	President
2	Dokala Ravi Kumar, H.NO-1-66, Ramachandrapuram, Dattirejeru Mandal, Vizianagaram District-535578	Vice - President
3	Pachipenta Venugopala Rao, Padmapuram (Post/Village), Pachipenta Mandal Vizianagaram District. A.P.	Secretary / Executive Director
4	Mullu Srinivasa Rao, Pachipenta (Post/Village), Pachipenta Mandal, Vizianagaram District. A.P.	Joint Secretary
5	Tattikota Hemalatha, Mentada Street, SALUR, Vizianagaram Dt. A.P.	Treasurer
6	MVVV Prasad Rao Patnaik, Door no 8.27/1 G3, Murali KrishnaVihar Block, Shiridi Nagar, Thotapalem, Vizianagaram-535003	Member
7	K Mohana Rao, Reli Street, SALUR, Vizianagaram District.	Member



## GEOGRAPHICAL AREA OF OPERATIONS:

*All Districts of Andhra Pradesh and Odisha States in India.*



**CURRENT WORKING DISTRICTS:** Parvatipuram Manyam, Vizianagaram, Dr.Ambedkar Konaseema and Srikakulam districts of Andhra Pradesh. In Odisha we are working in Kalahandi district.

## Governance of the Organisation:

### Governance Structure:

- **Board of Directors:** The Board of Directors is the governing body of NEED organisation, responsible for overseeing the organisation's strategic direction, ensuring its financial sustainability, and monitoring its performance.
- **Executive Committee:** The Executive Committee is responsible for implementing the decisions of the Board of Directors and overseeing the day-to-day operations of the organisation.
- **Secretary:** The Secretary is responsible for ensuring that the organisation's governance processes are followed and that all necessary documentation is maintained.

### Key Governance Roles:

- **Secretary:** The Secretary leads the Board of Directors and ensures that the board is functioning effectively.
- **Treasurer:** The Treasurer is responsible for overseeing the organisation's financial management and reporting.
- **Board Members:** The Board Members are responsible for providing guidance and oversight on specific areas of the organisation's work.

### Governance Principles:

- **Transparency:** NEED organisation is committed to transparency in its governance processes and decision-making.
- **Accountability:** The organisation is accountable to its stakeholders, including its members, partners, and the communities it serves.
- **Integrity:** The organisation operates with integrity, upholding the highest standards of ethics and morality.

### Organisation is having the Following Policies

- **Confidentiality Policy:** Protects sensitive information and maintains confidentiality of individuals and organisations.
- **Conflict of Interest Policy:** Ensures that decisions are made in the best interest of the organisation, without personal or financial gain.
- **Diversity and Inclusion Policy:** Promotes a culture of inclusivity, respect, and diversity in all aspects of the organisation's work.
- **Financial Management Policy:** Ensures responsible management of finances, including budgeting, accounting, and reporting.
- **Governance Policy:** Outlines the organisation's governance structure, roles, and responsibilities.
- **Human Resources Policy:** Governs the management of staff, including recruitment, performance management, and benefits.
- **Information Technology Policy:** Ensures the secure and effective use of technology, including data protection and cyber security.
- **Partnership Policy:** Guides the organisation's partnerships and collaborations, ensuring mutually beneficial relationships.
- **Safeguarding Policy:** Protects vulnerable individuals, including children and adults, from harm and abuse.

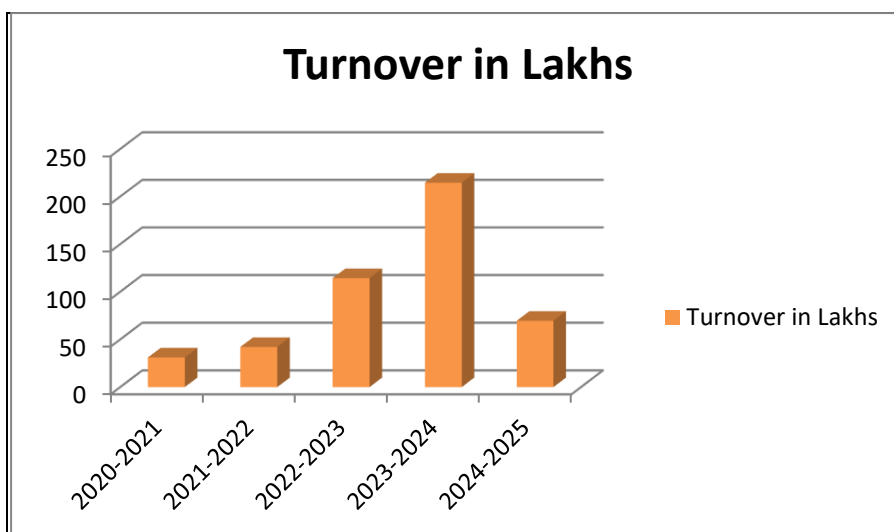


## FINANCIAL MANAGEMENT

- Budgeting: NEED organisation prepares annual budgets that outline projected income and expenses.
- Financial Reporting: The organisation provides regular financial reports to stakeholders, including the Board of Trustees and donors.
- Accounting: NEED organisation maintains accurate and transparent accounting records, following standard accounting practices.
- Internal Controls: The organisation has internal controls in place to ensure financial transactions are properly authorized, recorded, and reported.
- Auditing: NEED organisation undergoes regular audits to ensure financial integrity and compliance with regulatory requirements.
- Financial Planning: The organisation engages in financial planning to ensure long-term sustainability and alignment with its mission and goals.

### Last 5 Years NEED organisation Income & Expenditure Details:

Sl.No.	Financial Year	Income	Expenditure
1	2020-2021	31,09,211	31,09,211
2	2021-2022	42,03,624	42,03,624
3	2022-2023	1,14,25,151	1,14,25,151
4	2023-2024	2,14,58,307	2,14,58,307
5	2024-2025	69,60,127	69,60,127



## Major Interventions:

From 1998 onwards NEED has been implementing the following activities for the development of disadvantaged population of Andhra Pradesh and Odissa States. The major sectors and the interventions and activities are given below:

- Education
- Health
- Livelihoods
- Environment & Forests
- Disable Welfare Activities – Rehabilitation
- Urban Deprived Children rehabilitation
- People’s organisation – capacity Building & IB
- Lobbying, Policy advocacy and Campaigns
- Networking & alliances
- Workshops & Seminars
- Agriculture
- Skill Development

## Details of the Memberships and Networks:

Sl. No.	Name of the Network	Designation	Location	Year
1	CADME	Member	Rajahmundry	2003
2	Welfare of Disable Welfare	District Management Team - Member cum Convener(DDRC)	Vizianagaram Dt.	2011
3	Fansa (Sanitation)	Member	Vizianagaram	2013
4	NITI Aayog – COVID – 19 – Nodal NGO	Member	Vizianagaram	2020
5	District Education Committee	Member	Parvathipuram Manyam	2023
6	G.O. and NGO – Covid-19 Network – Nodal NGO	Nodal Officer	Vizianagaram	2021
7	District Level Coordination and Monitoring Committee	Member	Parvathipuram Manyam	2022
8	District Vigilance and Monitoring Committee	Member	Parvathipuram Manyam	2023
9	District Vigilance Committee- Civil supply	Member	Vizianagaram District	2023
10	Women and Child Welfare Committee	Member	Parvatipuram Manyam district	2025

### Details of the Awards:

Sl.No.	Name of the Dept/Funding Agency / Organisation	Name of the Award	Received By	Year
1	Ministry of Youth affairs and sports, New Delhi	District Individual Award (Best CEO)	P. Venugopala Rao	2001-2002
2	Ministry of Youth Affairs and sports, New Delhi	Best NGO Award	P. Venugopala Rao behalf of NEED.	2002-2003
3	State Express Daily - Daily News Paper in the occasion of Ugadi Purashkar.	Best NGO Award	P. Venugopala Rao	2004-2005
4	District Collector, Vizianagaram, Andhra Pradesh	Appreciation Certificate for Warrior of Covid-19 Activities.	P.Venugopala Rao	2019-2020
5	District Collector, Vizianagaram, Andhra Pradesh.	Haritha Mithra Award	P.Venugopala Rao	2020-2021

### Present Ongoing programmes:

Sl.No	Name of the Programme	Funded By	Implementing Area	Activities	Started Year
1	* YTC (Youth Training Center), Gumadam, Salur`  * Hill top Pregnant Tribal Women's Hostel	ITDA, Parvatipuram	Salur, Pachipenta and Makkuva	Skill Development Trg. Programmes,  *Providing nutritional food to pregnant women, Health Checkups, Counseling & Medical Support to Pregnant women's who are living at hilltop area.	2020
2	Skill Development Training programme for Tribal Youth & Women in AOB Habitations	APSTCFC LTD (TRICOR) &ITDA,Parvathipuram	Pachipenta, Salur, Makkuva Mentada Mandals	Skill Development Trainings on LMV & Tailoring Training programmes to ST Youth and Women in AOB (Andhra Odissa Boarder) Habitations.	2021
3	Day Care Center	HIH Germany	Pachipenta mandal	Providing Nutrition food and TLM Material to Hill top ST Women Children.	2023
3	Jal Jeevan Mission ( JJM)	Rural Water Supply & Sanitation ( RWS) Government of AP	Erstwhile Vizianagaram District ( Present Parvathipuram	Implementation support of Jal Jeevan Mission	2022

			Manyam&Vizianagaram District)		
4	APILIP-II	Water Resource Department, Govt of AP	Erstwhile Vizianagaram District ( Present Parvathipram Manyam & Vizianagaram District)	Micro Plans, Livelihoods Development, Formers Producers organization, Fisher man groups Meetings & Workshops etc	2022
5	Creche Centers (19 Centers at Tribal areas)	Ragiv Gandhi National Creche Scheme(RGNCS)	Pachipenta, Salur, Makkuva	Childrens Nutrition Food, Parent, Councelling, Children Education& Health.	2019
6	Carbon Credit programme	SOCIO-e CO2nomix-Global ( SEG)	Vizianagaram & Parvathipuram Manyam Districts	Providing additional income to farmers who are growing Mango & Cashew by selling Co2	2023
7	WASH( Water & Sanitation Programme)	Coca-Cola	Bobbili & Ramabhadrapuram Mandal in Vizianagaram District	Providing Self Care Kits and create awareness on Monaural Health	2025
8	IEC Activities	ITDA	ITDA Sub-plan Area	Institutional deliveries 'sickle cell Anemia & Safe Hand Wash & Child Marriages through KALAJATHA for To Enlighten the Tribals in 50 PVTG Villages in ITDA Parvathipuram	2025
9	Skill Development	Maniple Foundation	Vizianagaram &	Training programmer on Mushroom Cultivation	2025
10	Empowerment	NEED Donations	Pachipenta & Salur	Kitchen Garden for women & Awareness on Organic farming	2025
11	Youth Awareness	Department of Youth Services ( SETVIZ), Govt of AP	Parvathipuram & Salur in Parvathipuram manyam District	Awareness Programme on Drug Abuse & Helmat , Women illicit Trafficking-eve teasing	2025
12	Health Awareness	Need Donations	Pachipenta Mandal	Health Awareness program on Women and Old Age People	2025
13	Sanitation Awareness	NEED Donations	Salur Mandal	Awareness programme on Sanitation	2025
14	Tree Plantation & Sock PIT Preparation	NEED Donations	Pachipenta & Salur Mandals	Awareness Programme and Supply of Tree and Sock pit preparation	2025

## Details of the Major Programmes implemented

Sl. No	Name of the Programme	Funded By	Implementing Area	Activities	Started Year
1	CARE - STEP	CARE India European Commission	Pachipenta Mandal	IB & CB Training Programmes to CBOs, Watershed Programmes, Micro Finance, Revolving Fund, Food security, Micro Projects, Safe drinking water, Exposure Visits, etc.,	2003-2007
2	APCFM	Forest Dept, Govt of AP	Salur Range	Formation of Vana Samrakshana Samities Trainings on NTF AND Construction of Check Dams and Contour bunds etc	2003
3	VISHWAS - Water & Sanitation	Netherlands Embassy	Pachipenta, GL Puram, Kurupam, Parvatipuram	Health, Hygiene and Sanitation Programmes, IB & CB Training Programmes for MANISAS, Awareness programmes sanitation Heath & Hygiene and importance of Hygienic Drainages, Soak pits, cattle sheds, drinking water facilities for villages	2005 - 2006
4	APCBTMP (I&CAD)	Irrigation and Commendable Area Development, Govt. Of AP	Salur, Dattirajeru Mandals in Vizianagaram Dist	Organizing Capacity Buildings to Water User Associations, Implementation Irrigation Tanks, Tank Implementation Micro Planning, PRA,PPA AOL Activities, Kalajatha Programmes and Agriculture technologies etc.	2007-2008
5	Mobile Medical Unit	National Rural Health Mission, RCH-II, Govt of AP,Hyderabad	Sub plan Mandals of ITDA	Provide Primary & Preventive Health Care Services to interior Village /Tribals. To Provide Health Confidence to population of interior areas through mobile Clinics To Create Awareness on Health.	2007-2011
6	Revised National TB Control Programme (RNTCP)	State TB Control Project, Hyderabad	Vizianagaram, Vishakhapatnam, Srikakulam and East Godavari	IEC Activities, Awareness programmes in Sandies, Schools and Anganwadi Centers.	2005-2009
7	Rastriya Grameena Vikas Nidhi(RGVN),	Bhuvaneshwar, Odisha	Pachipenta & Salur Mandals of Vizianagaram District	Livelihood enhancement for poor Financial assistance for BPL families through IGP activities	2003-2010
8	District disability Rehabilitation Center (DDRC)	Ministry of Social Justice & empowerment, Govt. of India, New Delhi	34 Mandals in Vizianagaram Dt.	Survey, Identification, Rehabilitation, Counselling, Assessment Camps, Aids and Appliances distribution etc.,	2010-2017

9	UHC - Urban Health Centre	NUHM, New Delhi	Salur Urban	Daily health checkups, medical camps, ANC and PNC checkups, immunization, family planning, counseling, mother committee meetings etc.,	2009-2016
10	Entrepreneurship Skill Development Programme, ESDP Programme on Different Trades	NI-MSME, Hyderabad	Vizianagaram District.	Provide Fashion Designing & Mobile Repairing Training Programme to rural & urban youth.	2013-2016
11	Anganwadi Survey	CESS-DCS	34 mandals in Vizianagaram	Survey on Anganwadi centers	2013-2014
12	Third Party Housing Survey & Monitoring	AP Housing Corporation	In Vishakhapatnam	Indiramma Housing Survey and Monitoring	2008-2009
13	Awareness Programme on Malaria & Dengue and Seasonal Diseases	ITDA, Parvathipuram, Vizianagaram Dist	Sub Plan Area Mandals under ITDA	Awareness Programmes on Malaria through Kala Jata, Pamphlets, skits, role plays, IEC Activities etc.,	From 2014 onwards
14	Survey on SC Corporation Loans	SC Corporation, Vizianagaram	34 Mandals in Vizianagaram Dt.	Utilization of SC corporation Loans-Verification	2010-2011
15	Out of School Survey (OSC)	RVM-SSA	Vizianagaram Dist	Identification of Out of School Children in the District	2013-2014
16	Children on the Move programme	TDH/BALA BHAVAN	Vizianagaram District	Create Awareness on the Education.	2015-2017
17	Bio Diversity Register Maintenance	AP Bio Diversity Board	East Godavari	Preparation People's Bio Diversity Register	2016-2017



8	Human Rights Training Programme	National Human Rights Commission (NHRC), New Delhi	Vizianagaram	Promotion & Propagation of Human Rights	2017-2017
19	Organic Agriculture Awareness (ZBNF)	Department of Agriculture	Pachipenta & Salur Mandals	Millets Propagation	2017-2018
20	IIHL	Govt of AP	Pachipenta & Salur Mandals	Individual Lavatories Promotion & Propagation	2017-2018
21	Deformity Preventive Medical Research (DPMR) - Netherlands - Fontilles	Fontilles-Netherlands	Pogiri, in Srikakulam District, Baljipeta in Vizianagaram District	Identification & Prevention of Leprosy & Inpatient & Outpatient Services who are affected with Leprosy	2018-2020
22	Urban Residential Hostel ( URH)	Samagra Siksha Abhiyan (SSA), Govt of AP	Vizianagaram	Identification of street ,Orphan and semi-orphan, Deprived children, CWAP and neglected children and providing education, nutrition food and live skill development	2012-2022
23	National Child Labour Project ( NCLP)	Labour Department	Vizianagaram District	Identification of Child labour and Providing bridge course education & Life skill development.	2001-2020

### Administration:

NEED organization is having good administrative system because of the Managing Committee is regularly follow-up all the programmes and monitoring& Evaluation systems by monthly, quarterly and Annually .The audited all the financial aspects in every half yearly and yearly by the Registered Chartered Accountants.

NEED is having independent General Body consisting 9 members and the General Body elects consisting of 7 members 1) President 2) Vice-President 3) Secretary (Executive Director) 4) Joint Secretary 5) Treasurer and the 6 & 7 members are Executive Body Members. The Governing Body Meets once in 3 months and take decisions regarding the Programme or Project development and the General Body consisting of 9 members, they meets once in a year probably in the Month of April/ May. The General Body approves the activities reports and the audited statements and also passes the budget for the next ensuring year and prepares and approves the plan of next year activities. The general body elects the Governing Body.

The Executive Director is the Project Director for all Projects under the NEED organisation, the Programme Manager is ruled by the Director in Planning, Implementation and Monitoring the

activities, the Manager is implementing the Projects and programmes with the collaboration of Project Coordinators and coordinators and field level staff members at the Mandal and District level.

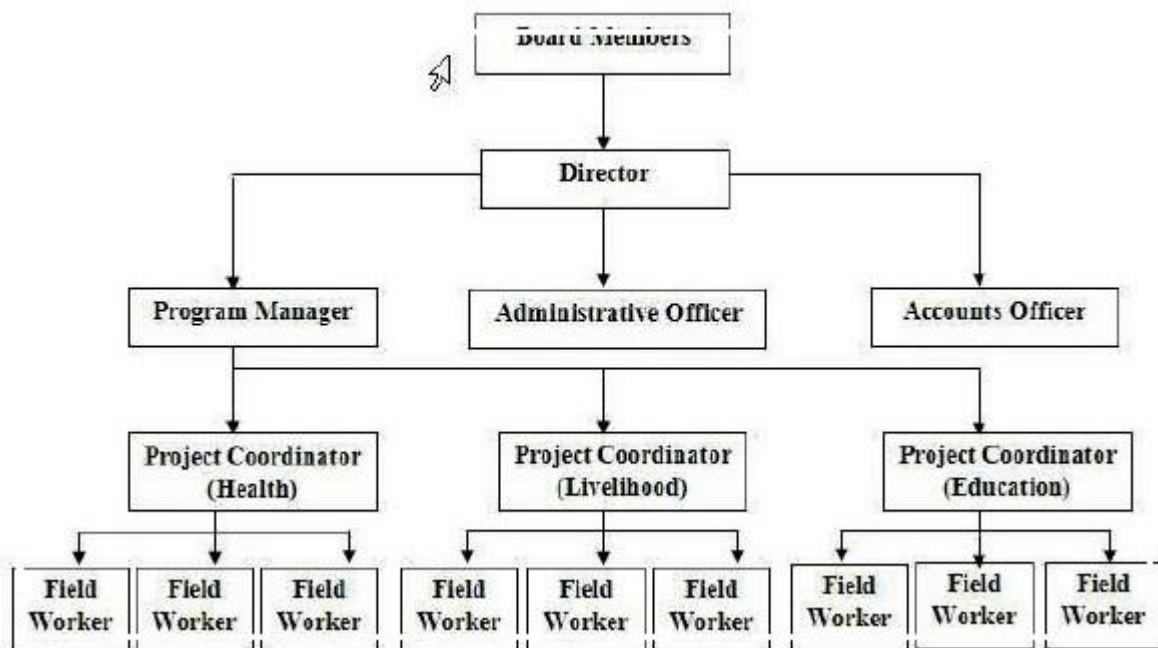
### Information Technology (IT):

NEED organisation is having Computers and Laser Printers with Internet connection, we have regularly getting internal and external backups from our systems and we should maintain Anti Virus Software regularly.

### Monitoring System:

The organisation is having good monitoring system. The Executive Director & Programme Manager is monitoring the all activities and programmes up to date at the office level and yet field levels.

### Organogram of the NEED



P.VENUGOPALA RAO  
NEED - DIRECTOR.