



ICAR – NATIONAL INSTITUTE FOR RESEARCH ON COMMERCIAL AGRICULTURE

(Formerly ICAR - CENTRAL TOBACCO RESEARCH INSTITUTE)

RAJAHMUNDRY - 533 105, A.P., INDIA

ISO 9001 : 2015 CERTIFIED INSTITUTE

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No.F. 1(1)(Nominations)/2025-26/Adm.I

Date : 27.03.2026

OFFICE ORDER

In pursuance of Council's Office Memorandum F.No.42(1)/2025-Per.IV, dated 19th December, 2025, the Director, ICAR-NIRCA, Rajahmundry is pleased to nominate Dr. S. Kasturi Krishna, Principal Scientist & Nodal Officer, PME Cell, ICAR-NIRCA, Rajahmundry, as Nodal Officer for **MELIA** in respect of ICAR-NIRCA, Rajahmundry, with immediate effect. The roles and assigned responsibilities mentioned in the above O.M shall be as follows (Copy enclosed):

- **MELIA Unit:** Standard-setting, quality assurance, commissioning evaluations, data governance, synthesis and meta-analysis, knowledge products, capacity building and a helpdesk for projects and institutes. The MELIA Unit lead at ICAR-NIAP shall coordinate all four sub-units of MELIA. Each unit shall consist of Scientist(s) from the ICAR-NIAP who shall be leading and handholding the MELIA Nodal Officers.
- **MELIA Nodal Officer at ICAR Institutes:** Portfolio oversight, quarterly performance and learning reviews, identification of thematic evaluations and synthesis.
- **Project Principal Investigators (PIs):** MELIA Plans, timely data collection and reporting and documentation of use, uptake and adoption.
- **ICAR Institute Director:** Maintenance of Institute dashboard, data quality checks, compliance with data governance, hosting learning events.


27/03/26
(KULDEEP PATIDAR)

ADMINISTRATIVE OFFICER

To
Dr. S. Kasturi Krishna,
Principal Scientist & Nodal Officer, P.M.E. Cell,
ICAR-NIRCA, Rajahmundry.

Copy to the Director (Per.), ICAR, Krishi Bhawan, New Delhi for information.

Copy to the Head, Divn. of Crop Improvement/Crop Management/Post Harvest & Value Addition

Copy to the Head i/c, ICAR-NIRCA R.S. Guntur/ Kandukur / Vendasandur / Hunsur / Dinhat / Jeelugumilli

Copy to PPS to DTR /SFAO /FACO/Nodal Officer, PME Cell/AO Cell/Vigilance Officer, ICAR-NIRCA/ Adm.II (FMS-MIS, e-Office, SAMARTH) / N.O. e-HRMS / Incharge Adm.II (B&C) / AAO (E) /AAO (P&S) / Adm.I(P.File)



भारतीय कृषि अनुसंधान परिषद्
Indian Council of Agricultural Research

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F. No. 42 (1)/2025 – Per. IV

Dated: the 19th December, 2025

OFFICE MEMORANDUM

Sub: Establishment of Monitoring, Evaluation, Learning and Impact Assessment (MELIA) Unit at the ICAR – NIAP, New Delhi – reg.

The undersigned is directed to inform that with the approval of the Competent Authority, a Monitoring, Evaluation, Learning and Impact Assessment (MELIA) unit is being established at the ICAR – National Institute of Agricultural Economics and Policy Research (NIAP), New Delhi to enhance robust evidence-based decision-making, strategic learning and accountability across the research ecosystem.

The primary objective of establishing the MELIA unit is to oversee project implementation in alignment with predetermined targets, timelines and resource utilization. Furthermore, it aims to evaluate the effectiveness, efficiency and relevance of the projects; derive insights for mid-term corrective actions and address challenges of adaptive management for improvement; and assess the impact of ICAR technologies. This MELIA Unit shall function as a coordination centre for all the ICAR Institutes. The core activities of the MELIA Unit shall be as under:

- (i) Monitoring and Evaluation of Projects;
- (ii) Learning and Knowledge Management;
- (iii) Impact Assessment of Technologies and Practices; and
- (iv) Data analysis and IT support (by the ICAR – IASRI, New Delhi) for facilitating all the units to have a common dashboard and learning platform.

2. The Steering Committee of the MELIA Unit shall be as under:

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| (i) The Secretary, DARE & DG, ICAR | Chairperson |
| (ii) All the DDGs of ICAR | Members |
| (iii) The ADG (PIM), ICAR | Member |
| (iv) The Director, ICAR – NIAP, New Delhi | Member |
| (v) The Director, ICAR – IASRI, New Delhi | Member |
| (vi) The Head (TSA), ICAR – NIAP, New Delhi | Member |
| (vii) Dr. Subash Surendran Padmaja,
Scientist, ICAR – NIAP, New Delhi | Member Secretary |


3. The Directors of all ICAR Institutes shall nominate one Nodal Officer each for coordinating with the MELIA Unit, ICAR – NIAP, New Delhi.

Sushil Singh
19/12/2025

4. The roles and assigned responsibilities of the following shall be:

- **MELIA Unit:** Standard-setting, quality assurance, commissioning evaluations, data governance, synthesis and meta-analysis, knowledge products, capacity building and a helpdesk for projects and institutes. The MELIA Unit lead at ICAR – NIAP shall coordinate all four sub-units of MELIA. Each unit shall consist of Scientist(s) from the ICAR – NIAP who shall be leading and handholding the MELIA Nodal Officers.
- **MELIA Nodal Officers at ICAR Institutes:** Portfolio oversight, quarterly performance and learning reviews, identification of thematic evaluations and synthesis.
- **Project Principal Investigators (PIs):** MELIA plans, timely data collection and reporting and documentation of use, uptake and adoption.
- **ICAR Institute Directors:** Maintenance of Institute dashboards, data quality checks, compliance with data governance, hosting learning events.

5. To carry out the assigned responsibilities as per laid down procedures in the guidelines, the MELIA Unit will initially have set-up / manpower drawn from within the existing sanctioned strength of ICAR – NIAP, New Delhi to carry out these responsibilities. However, at the same time, it may be ensured that there is no overlap of activities anywhere in the ICAR and the existing PIM Division of ICAR & the PME Cells of ICAR Institutes to act as a facilitator for the MELIA units. The Director, ICAR – NIAP shall be responsible for ensuring smooth execution of all assigned activities under overall supervision of the Secretary, DARE and DG, ICAR.


19/12/2025
(SUSHIL KUMAR SINGH)
DIRECTOR (PERSONNEL)

Copy for information and / or further needful to:

1. All the DDGs, ICAR Hqrs., Krishi Bhavan / KAB – I & II, Pusa, New Delhi.
2. Directors of all the ICAR Institutes / NRCs / PDs / Bureaux.
3. The ADGs / Joint Secretaries / Directors / Deputy Secretaries / Under Secretaries, ICAR at Krishi Bhavan / KAB – I & II, Pusa, New Delhi.
4. PSO to the Secretary, DARE and DG, ICAR / PPS to the AS, DARE & Secretary, ICAR / PPS to the AS & FA, DARE / ICAR.
5. E-Office Notice Board

(Note: The Office Orders / Instructions / Guidelines are being uploaded on eOffice dashboard and on the Council's website. All concerned may download copy of these Office Orders / Instructions / Guidelines as per their requirement. No physical copies are being distributed separately.)

(Hindi Version shall follow separately)