

CHAPTER – 9 (Manual – 8)

Procedure followed in Decision Making Process

9.1. Procedure followed:

As regards the administration matters the Head of Department/Head of Office exercise the powers conferred on them under Rules and Regulations of Government

9.2. Documented procedures:

As concerned with the technical matters such as Survey, Census, Study and Preparation of reports etc., the guidelines/instructions issued by the Central Statistical Organization, New Delhi is followed.

9.3. Communication to the public on the decisions made:

As there is no direct bearing for public beneficiary and the schemes are staff oriented and work related to collection, compilation, processing / analysis and report preparation of data / information, no arrangement is needed to communicate the procedures adopted and the decision of the Central Statistical Organization to the Public.

9.4. Level of Officers opted for decision-making:

Secretary (Statistics) is the decision-making authority on the views and recommendations of the Director of Economics and Statistics, who is the Head of the Department and First Appellate Authority.

9.5. Final Authority vets the decision:

The information furnished under para 9.1 and 9.2 holds good for this item also

9.6. Decision taken by public authority:

This is not applicable to this Department, as per the Organization, New Delhi. No Public review is required, since the schemes are not involved any beneficiary activity.

9.7. Channels of supervision and accountability:

The workflow is being supervised by the Head of the Department i.e. Director and Sections Head Joint Director, Deputy Director and Superintendent.