

## **CHAPTER –4**

### **PROCEDURE FOLLOWED IN DECISION – MAKING PROCESS [Section 4 (1) (b)(iv)]**

4.1 Describe the procedure followed in decision – making by the public authority

Activity	Description	Decision making process	Designation of final decision making authority
Goal – setting & Planning	Preparation of action plan and city development plan	Commissioner and concerned Officer	Government through Council
Budgeting	Preparation of estimate and revised estimates	Standing Committee	Government through Council
Formulation of programmes, schemes and projects	U.G.D. Schemes, water supply schemes, Construction of Bridges, Flyovers	Commissioner and concerned Officer	Government through Council
Recruitment/ Hiring of personnel	Up to Junior Assistants	APPSC/Commissioner	Commissioner
	Senior Assistant and its equivalent posts	APPSC/Commissioner	Standing Committee
	Superintendent	APPSC/Commissioner	Council
	Above Rank of Superintendent	Council	Government
Release of Funds	Grants (Plan & Non-Plan Grants)	Government	Government
Implementation / Delivery of service / Utilization	Schemes and General funds	Commissioner	-
Monitoring & Evaluation	All Schemes and Non-Schemes works	Commissioner	Council
Gathering feedback from public	Complaints, Grievances, Petitions	Commissioner	Commissioner
Under taking Improvements	Widening of roads, Water Supply, Street lights and Greenery	Commissioner	Standing Committee/ Council