## CHAPTER - 9 (MANUAL - 8) PROCEDURE FOLLOWED IN DECISION-MAKING PROCESS [SECTION 4 (1) (B)]

## 9.1 THE PROCEDURE FOLLOWED IN DECISION-MAKING BY THE PUBLIC AUTHORITY.

Activity	Description	Decision	Designation of
		making process	final decision
			making authority
Goal-setting &	➤ Infrastructure	> Administrative sanction	Commissioner.
Planning	capital Works	for works with	
	relating to roads,	estimated cost up to	
	drains, buildings,	Rs.20.00 Lakhs -	
	water supply,	Initiated by Municipal	
	Underground	Engineer approval of	
	Drainage, Street	tenders	
	Lighting, Projects	➤ Administrative sanction	
	etc. and their	for works with	Standing Committee
	maintenance	estimated cost above	
		20 Lakhs and below	
		Rs.50.00 Lakhs -	
		Initiated by The	
		Municipal Engineer	
		➤ Approval of tenders for	
		the above works	
		Administrative sanction	Council.
		for works with	
		estimated cost above	
		Rs.50.00 Lakhs	
		Initiated by the	
		Municipal Engineer	
		E. Tender approval	Council.
		for the above works	

	Implementation of sil	All the schemes are	Dy Commissioner
	Implementation of all		Dy Commissioner
	Government	sponsored by the	
	Sponsored schemes	government, through its	
	like SJSRY	budget allocation.	
	A) USEP:	The Municipal corporation	
	B) DWCUA	is the implementing	
	C) Trainings	authority. The	
	D) Revolving Fund	Commissioner and the	
	E) APUSP	Executive Authority is	
		vested with competency.	
		The UPA Cell wing is the	
		implementing unit	
	To provide free &	The Commissioner	Government
	compulsory	submits the proposals	
	education	the Government through	
	for all the children	the Council for	
	aged until they	establishment of	
	complete 14 years	schools.	
Budgeting	The Budget	The Commissioner	Corporation
	proposals	shall consolidate the	
	for each Financial	budget proposals of the	
	shall be prepared	Heads of Depts., and	
	with	place the same to the	
	the Corporation	Corporation through	
	receipts, grants, and	Standing Committee	
	assigned revenues		
	from the		
	Government.		
Formulation of	MPLADS, APUSP,	Government( Central)	Commissioner,
programmes,	APURMSP, Plan and	Government ( State)	Council and
schemes and	Non-Plan grant	Urban Local Body	Government.
projects	works	Commissioner,	Depending upon the
p. ejeete	etc.	Municipal Engineer flow	type of grants and
		chart	their value)
		indicates the hierarchy)	
UPA	SJSRY	Government (Central)	Commissioner
	A) USEP:	Government ( State)	
	B) DWCUA	Urban Local Body	
	C) Trainings	Commissioner	
	D) Revolving Fund		

Other Programmes Training's Fashion Technology , Micro Financing , Thrift and Credit Societies , Clusters and federations.  Mid Day Meal & Badi Bata Infrastructure Development Scheme D.P.E.P  Recruitment/ Junior Assistant/Record  Corporation and the Government Government  Government  The Commissioner and the Executive Authority is vested with competency as per the orders of the Scheme D.P.E.P  Commissioner Foundation and the Government  Government  Foundation and the Government  Government  Foundation and the	
Technology , Micro Financing , Thrift and Credit Societies , Clusters and federations.  Mid Day Meal & The Commissioner and Badi Bata the Executive Authority is Infrastructure vested with competency Development as per the orders of the scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commissioner	
Financing , Thrift and Credit Societies , Clusters and federations.  Mid Day Meal & The Commissioner and the Executive Authority is Infrastructure Development as per the orders of the scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commi	
Clusters and federations.  Mid Day Meal & The Commissioner and the Executive Authority is Infrastructure vested with competency Development as per the orders of the scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commissioner	
federations.  Mid Day Meal & The Commissioner and Badi Bata the Executive Authority is Infrastructure vested with competency Development as per the orders of the Scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commissioner	
Mid Day Meal & The Commissioner and Badi Bata the Executive Authority is Infrastructure vested with competency Development as per the orders of the Scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commissioner	
Badi Bata the Executive Authority is vested with competency as per the orders of the scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commissioner	
Badi Bata the Executive Authority is vested with competency as per the orders of the scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commissioner	
Infrastructure vested with competency as per the orders of the scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commiss	r
Development as per the orders of the scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commiss	
scheme D.P.E.P Govt.  Recruitment/ Junior Commissioner > Commiss	
Recruitment/ Junior Commissioner > Commiss	
	ioner
personnel Assistants and Corporation Committee	
other Class IV Government is the	
Employees authority competent > Governm	
Senior Assistant Director of town & Director	
and equivalent Country planning, & Country	
Superintendents A.P Commissioner & planning	
and equivalent Director of M.A &U.D > Governm	
R.O's. and Department, > Commiss	
Accountants A.P. Director of L.F audit Director	of
Above Municipa	
T.P.B.Os/T.P.S/T. Administr	
P.A/D.C.P&	
C.P Secretary/D. > Director	of L.F.
C.[R]/A.D.C Audit/	
A.O/A.E.O.A/ Governm	ent
E.O.A	
Asst. Engineer / Asst. Engineer-in-Chief (PH), Engineer-in-Chief	Chief
Municipa;. Engineer A.P (PH) / Govt.	
and	
above cadres.	
Release of funds Government Grant > Government Government	
Works. ➤ Initiated by M.E. Commissione	r /
General Works taken Concerned. Standing Con	nmittee,
up by GMC Corporation.	

Implementation/	SJSRY	Government	Commissioner
delivery of	A) USEP:		
service/	B) DWCUA		
utilization	C) Trainings		
of funds	D) Revolving Fund		
	NSDP		
	Other Programmes		
	Training's , Fashion		
	Technology , Micro		
	Financing , Thrift and		
	Credit Societies ,		
	Clusters and		
	federations, ( Macs)		
	rederations, ( Macs)		
	Works related to	Municipal Engineer,	Commissioner
	Civic Infrastructure		
	Development,		
	Maintenance, Water		
	Supply, U.G.D, Stret		
	Lighting etc.		
Monitoring &	All Schemes	Commissioner decides	Commissioner
evaluation		& Places before	
		competent Authority. On	
		approval UPA Cell will	
		implement the	
		programme	
	All Public Works	Municipal Engineer,	Commissioner
Gathering	SJSRY	Implementation is	Commissioner
feedback from	A) USEP:	observed in quantum.	
public	B) DWCUA		
	C) Trainings		
	D) Revolving Fund		
	NSDP		
	Other Programmes		
	Training's Fashion		
	Technology , Micro		

	Financing , Thrift and		
	Credit Societies ,		
	Clusters and		
	federations, (SHG		
	Bank linkage		
	Barik iiiikage		
103 Complaint	Through Complaint	Deputy Commissioner	Commissioner
Cell	Cell, Registering		
	Grievances, Call		
	Centers, On-line		
	complaint system.		
Under Taking	Improvements in	Basing on the needs of	Commissioner
Improvements	Civic Infrastructure	the public and non-	
	with Govt. Grants	officials the A.E.s will	
	GMC. funds.	initiate the proposals for	
		such works and the same	
		are routed through the	
		Municipal Engineer.	
USEP	> The beneficiary	The subsidy will be	Commissioner
	shall apply with	released on receipt of	
	proposed trade to	consent letters from the	
	take up with	banks , with the	
	particulars and	approval of the	
	Income /	Commissioner	
	Residence		
	certificates issued		
	by MRO / Ration		
	Cards		
	> The CD staff		
	shall certify the		
	eligibility Criteria.		
DWCUA	Group activities	The subsidy will be	Commissioner
	and eligibility	released on receipt of	
	criteria	consent letters from the	
	should be certified	banks , with the	
	by the field staff of	approval of the	
	UPA Cell	Commissioner	