

**(iii) Procedure followed in the decision making process including channels of supervision & accountability:-**

The Head of the Department i.e. Commissioner, is the decision making authority as per the powers delegated by the Government. The Dealing Assistants/ Jr. Assistant/Clerks deals the subjects assigned to them and they further put up the same to Branch officers and Superintendent as per allocation of subjects given above. Some cases after scrutiny are disposed off by the Addl. Director/ Dy Director at their own level. Cases on which the decision of the Commissioner is required are presented to him.