

Procedure followed in the decision making process, including channels of supervision and accountability

(i) What is the procedure followed to take a decision for various matters?

Any reference/proposal from the public or other organizations is passed on to the Division dealing with the specific subject. Then these references are considered in the relevant file keeping in view the Rules and Regulations and put up to the competent authority. In the case of matters relating to Administration the Office Procedure Manual, Establishment Rules, General Financial Rules, Fundamental Rules and Supplementary Rules etc are used. In the matters relating to Advocacy and Capacity building and Proposals related NLCPR, the guidelines relating to Advocacy and Capacity building and NLCPR guidelines are referred.

(ii) What are the documented procedures/laid down procedures/ defined criteria/Rules to arrive at a particular decision for important matters? What are the different levels through which a decision moves?

Procedure is as described in (i) above. As to the levels the files move through the levels of Dealing Asst./Section officer/US/DS(Dir.)/JS/Secy. in the Admn. Division and DO/US/DS(Dir.)/JS/ Secy in other Divisions.

(iii) What are the arrangements to communicate a decision to the public?

After the proposal is considered as described in the paras 9.1 and 9.2 above, the competent authority takes a decision. The decision is communicated by one of the middle or junior officers to the person who originally forwarded the reference. As to the communication of policy/programmes/schemes etc. printed media and internet are used.

(iv) Who are the officers at various levels whose opinions are sought for the process of decision making?

As described in (i) and (ii) above, all officers in the line of control express their opinion and advice is also sought from the other Divisions/Ministries/Depts. if their advice/opinion is considered necessary.

17 Manuals of RTI

(v) Who is the final authority that vets the decision?

The final authority to take a decision so far as the Ministry of DONER concerned is the Hon'ble Minister of DONER aided by Secy(DONER).

(vi) Important matters on which the decision is taken by the Ministry of DONER.

Sl. No	Subject on which the decision is to be taken	Guidelines/ Directions if any	Process of execution.	Designation of the officers involved in the decision making	Contact information of above mentioned officers	If not satisfied by the decision where and how to appeal.
1	NLCPR					
2	NLCPR (Central)	Guidelines	<p>Union Ministries/ Departments propose project to be funded under the scheme.</p> <p>Planning Commission accords in principle approval.</p> <p>Ministry of DoNER make budgetary provision.</p> <p>Proposing Ministry got the project evaluated and approved by the competent authority.</p> <p>Ministry of DoNER authorise the implementing Ministry to spend out of the budgetary provision of M/o DoNER for the scheme.</p> <p>Implementing Ministry execute the project.</p> <p>Central Monitoring Committee (CMC) monitors the progress.</p>	<p>Inter-Ministerial Central Monitoring Committee (CMC) chaired by Secretary, M/o DoNER administers the scheme.</p> <p>The members of the Committee consist of the following:</p> <ol style="list-style-type: none"> 1. Pr. Adviser/Sr. Adviser/Adviser (SP-NE) 2. Joint Secretary (PF-II), Ministry of Finance, D/o Expenditure 3. Joint Secretary, North East, Ministry of Home Affairs; 4. Joint Secretary & Financial Adviser, Ministry of DoNER 5. Joint Secretary (NLCPR-Central), Ministry of DoNER 	<p>Secretary, Ministry of Development of North Eastern Region, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi – 110011 Ph. 23022020</p> <p>Adviser (SP-NE), Planning Commission, Yojana Bhavan, Sansad Marg, New Delhi – 110001 Ph. 23096557</p> <p>Joint Secretary (PF-II), Ministry of Finance, D/o Expenditure, North Block, New Delhi – 110001 Ph. 23093052</p> <p>Joint Secretary, North East, Ministry of Home Affairs, North Block, New Delhi - 110001. Ph. 23094648</p> <p>Joint Secretary & Financial Adviser, Ministry of DoNER, Nirman Bhavan, Maulana Azad Road, New Delhi – 110011 Ph. 23062792</p> <p>Joint Secretary (NLCPR-Central), Ministry of DoNER, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi – 110011 Ph. 23022019</p>	Minister of Ministry of Development of North Eastern Region

17 Manuals of RTI

3	CBTA	Guidelines in place	Project executed by the proponent Once approved by Ministry.	i) JS as Chairman of the Sanctioning Committee. ii) IFD iii) Administrative approval by Secretary	Joint Secy. Tel. No. 2379 -4694 Dir.(IFD) : 2306 3070	Can request to Ministry for review
4	Advocacy & Publicity	Guidelines in place	i) Receipt and consideration of proposal by the Committee. ii) Approval by Secretary to the recommendation of the Committee. iii) Consultation with IFD	Committee Members headed by concerned Joint Secretary Secretary, DoNER	Joint Secy. Tel: 2379 4866 Dir.(A&P) Tel: 2306 2709	Minister, DoNER
5	SIDF	General guidelines of M/o Finance for holding of SFC Meeting are followed.	In-principle approval, DPR, Techno- economic approval of SFC.	Secretary JS JS&FA	Secy. Tel: 2302 2020 JS Tel: 2379 4866 JS&FA Tel : 2306 2792	Minister of Ministry of Development of North Eastern Region
6	EAP 1. Asian Development Bank (ADB) assisted North Eastern States Roads Investment Programme (NESRIP)	CCEA approval, Framework Financing Agreement, Loan Agreement, ADB procedures and specific contract conditions	Ministry of DoNER is the borrower of ADB loan and the national executing agency. National Level Steering Committee headed by Secretary, DoNER to oversee implementation of the Programme. The Investment Programme is implemented by State PWDs through Project Implementing Units (PIUs).	Secretary, Ministry of Development of North Eastern Region, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi – 110011 Joint Secretary & Project Director, NESRIP, Ministry of DoNER, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi – 110011	Secretary, Ministry of Development of North Eastern Region, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi – 110011 Ph. 23022020 Joint Secretary & Project Director, NESRIP, Ministry of DoNER, Vigyan Bhavan Annexe, Maulana Azad Road, New Delhi – 110011 Ph. 23022019	Minister of Ministry of Development of North Eastern Region
7	Public grievance	As per guidelines of DARPG	Grievance received through CPGRAMS as well as manually are addressed / replied on line as well as manually	Director (Public Grievance)	Tel: 2302 2431	Next higher authority.
8	Vigilance matters	Yes CVC guidelines		JS & CVO Dir.(Vig.)	JS & CVO Tel: 23022019 Tel: 23794689	Disciplinary authority