

Manual 9
Procedures followed in decision making

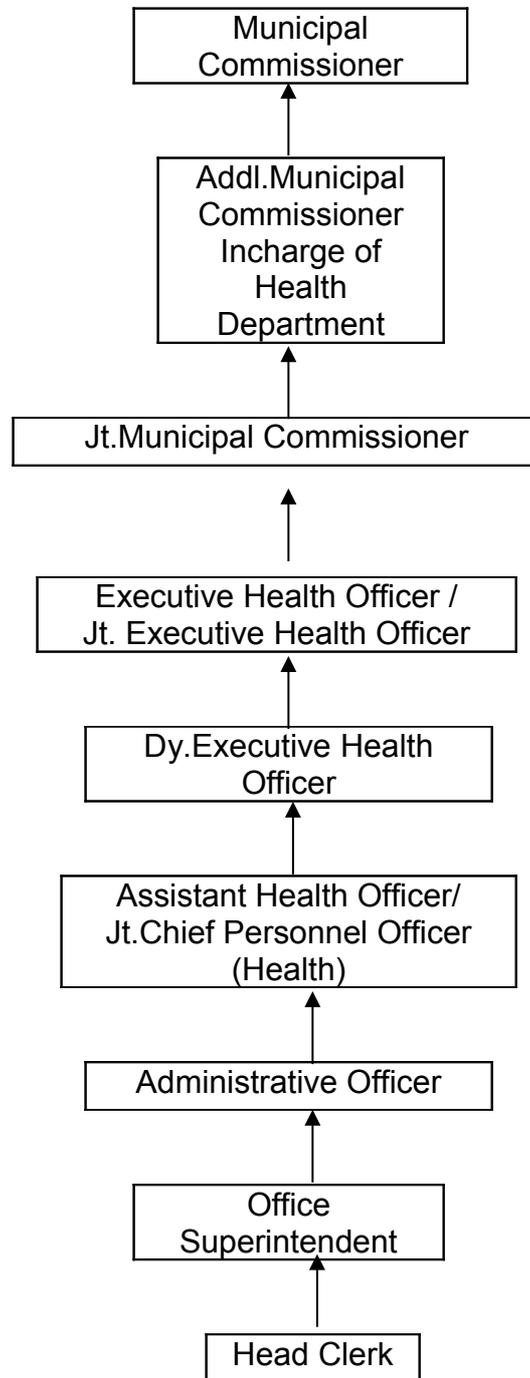
- 9.1 What is the procedure followed to take a decision for various matters ? (Reference to secretarial, manual, and rule of business manual, and the other rules / regulations etc. can be made)
- **Procedure is followed as per delegation of power to responsible officer with a reference to the matter and guidelines, various circulars, Corporation Resolutions, Bombay Municipal Corporation (Service Regulations 1989) & BMC Act 1888 are referred for taking decision.**
- 9.2 What are the documented procedures / laid down procedure/ defined criteria / rules to arrive at particular decision for important matters? What are different level through which a decision process moves ?
- **As per BMC (Service) Regulations 1989 & BMC Act 1888**
- 9.3 What are the arrangement to communicate the decision to public?
- **If related to public, communicated by Postal Agency.**
- 9.4 Who are the officers at various levels whose opinions are sought for the process of decision making?
- **Head of the department.**
- 9.5 Who is the final authority that vests the decision ?
- **Municipal Commissioner/ Standing Committee/Corporation depending upon the matter.**

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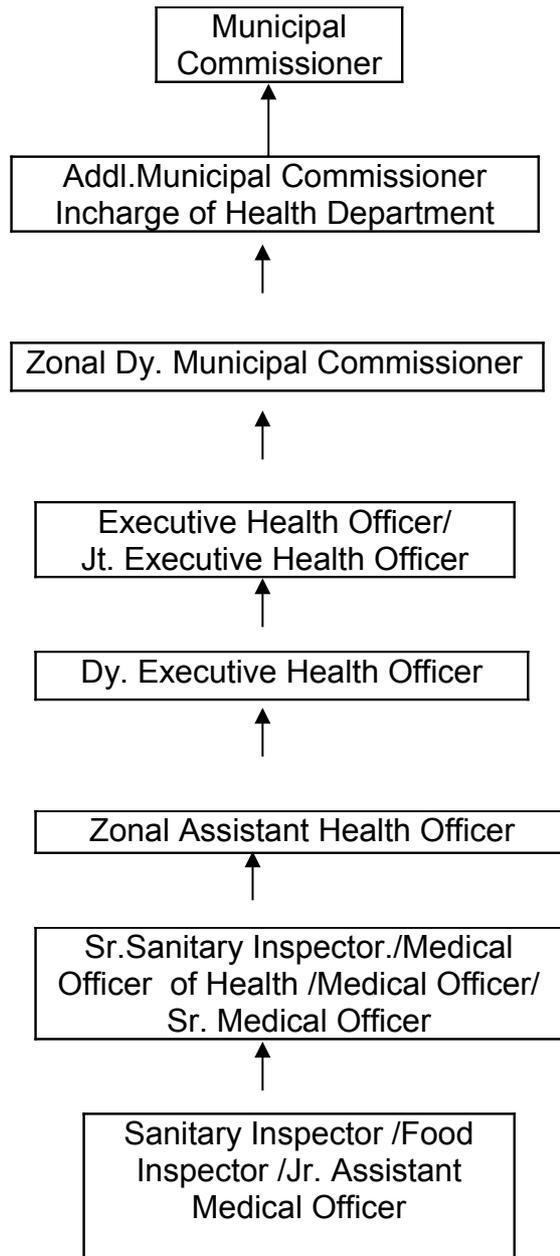
The Procedure followed in the decision making process including channels of supervision and accountability.

Process for proposal and channel of supervision

I) Head Quarter Level



II **Ward Level**



Subject on which the decision is to be taken	<ol style="list-style-type: none"> 1. Privatisation 2. Birth & Death Record 3. Nursing Home Registration 4. Bogus Doctor information
Guidelines / Direction, if any	<ol style="list-style-type: none"> 1. Guidelines of Privatisation Initiative Cell 2. As per RBD Act. 3. Nursing Home Registration Act Indian Medical Association council
Process of Execution	-
Designation of the officers involved in decision making	Executive Health Officer
Contact information of above mentioned officers	Executive Health Officer
If not satisfied by the decision, where and how to appeal.	Jt. M.C. (ME & H), AMC (E.S.)

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Executive Health Officer

Public Health Department