

#### **4. Procedure followed in decision making process [Section 4(1)(b)(iii)] :-**

Action on routine papers is initiated at the level of Dealing Assistants. Normal channel of submission of paper at the office level is :-

General/Accounts Section:

- Dealing Assistant(LDA/UDA) > Chief Finance Officer >Administrative Officer>Deputy Project Director> Project Director

Handloom Section :

- Dealing Assistant(SMA) >Manager/Inspector(H/L) > Assistant Director >Dy. Director(H/L)> Chief Finance Officer >Administrative Officer>Deputy Project Director > Project Director

Engineering Section :

- Section Officer >Assistant Engineer >Executive Engineer> Chief Finance Officer >Administrative Officer>Deputy Project Director> Project Director