

## **CHAPTER 7**

### **Procedure followed in Decision Making Process**

7.1 The procedure followed in taking decisions on various matters (A reference to Secretariat Manual and Rule of Business Manual, and other rules/regulations etc)

- **Financial:** The department follows the procedure indicated in the Rules of Executive Business and the manual of Secretariat procedure for decision making. It shall obtain the approval of Planning and Finance Departments for all schemes under plan category which are not within the power of the head of the department taking reference to the Meghalaya Delegation of Financial Power Rules, 1981.
- **Policy Matters, such as, notification of Ordinances, Acts, Rules:** All cases referred to in the Second Schedule shall after consideration by the Minister are sent to the Chief Secretary with a view to obtaining orders of the Chief Minister for circulation of the case under Rule 15 or for bringing it up for consideration at a meeting of the Cabinet.

7.2 The arrangements to communicate the decision to the public.  
Through the print media.

7.3 The final authority that wets the decision  
The Minister-in-charge.