

CHAPTER – 9 (MANUAL – 8)

Procedure followed in Decision Making Process.

Procedure followed to take a decision for various matters (A reference to Secretariat Manual and Rule of Business Manual, and other rules/regulations etc. can be made):

(I) Policy matter:

The Corporation has its Board of Directors. The Policy matters are placed before the Board. The proposal for agenda for particular matters are prepared by the concerned divisional heads and the same are duly approved by Competent Authority. After approval the proposals are forwarded to Company Secretary for inclusion in the Board's Agenda. The Company Secretary on receipt of the same compiles it and puts up draft Agenda Note before CMD for approval. On final approval of CMD, it is included in the agenda for Board of Directors for consideration. The Board considers the agenda in the meeting and if deemed fit, approves the same with or without modification. The minutes are recorded and approved by Chairman of the meeting and the extracts of the minutes of BOD meeting are circulated to concerned divisional Heads for necessary action.

(II) Approval of Annual Allocations to State Channelizing Agencies of NMDFC:

The SCAs of NMDFC are required to furnish Annual Action Plans at the beginning of every Financial Year. The Annual Action Plans furnished by the SCAs are examined and keeping in view the availability of funds for the ensuing Financial Year and past performance of the respective SCAs, notional annual allocations are made, which are approved by the Competent Authority. The Corporation issues Letter of Intent to SCAs conveying the approved Annual Action Plans which are required to be countersigned by the Competent Authority of the concerned SCA as a token of acceptance.