

## **(Annexure – 3)**

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

- 3.1 What is the 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)**

Calendar (the Act, Statutes and Ordinances) Volume 1 and 2 of University of Delhi.

- 3.2 What are the documented procedures/laid down procedures/Defined Criteria/Rules to arrive at a particular decision for important matters? What are different levels through which a decision process moves?**

As per the procedures contained in para 3.1 above.

- 3.3 What are the arrangements to communicate the decision to the public?**

Through Notice Board, publication (by press), college website, email and through letter to the concerned person as per requirement

- 3.4 Who are the officers at various levels whose opinions are sought for the process of decision-making?**

As per the procedures contained in 3.1 para

- 3.5 Who is the final authority that wets the decision?**

As per the procedures contained in 3.1 para

- 3.6 Please provide information separately in the following format for the important matters on which the decision is taken by the public authority.**

As per the procedures contained in 3.1 para

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