

**Manual 3: PROCEDURE FOLLOWED IN THE DECISION MAKING PROCESS INCLUDING CHANNELS OF SUPERVISION AND ACCOUNTABILITY** ✓

Provisions laid down in the Rules of Business, Secretariat Manual and Common Rules like Service Rules, Treasury Rules, Financial Rules, G.P. Fund Rules, Pension of Pay & Allowances Rules, Death-cum-Retirement Benefit Rules, Delegation of Financial Power Rules etc. and Executive Orders issued by the Government from time to time are followed for taking decisions including supervision and accountability. The observance of above mentioned rules, manuals and Executive Orders are mandatory to each and every Government employee. The methods of supervision and assessment of accountability have also been provided in those manuals, rules and executive orders. In case of policy decision, the file is routed up to Minister in Charge through Secretary.