

**Chapter-4**  
**Procedure Followed in Decision–making Process**  
**[Section 4(1)(b)(iii)]**

<b>Activity</b>	<b>Description</b>	<b>Decision-making Process</b>	<b>Designation of final decision making authority</b>
Goal-Setting & Planning	Administrative decisions relating to service matters. Departmental Promotion Committees. Conducting of Annual Inspection of Chief Planning Officer’s office in the district etc.	Conformity with the directions and orders issued by the Govt. from time to time	Director, Directorate of Economics and Statistics, Hyderabad.
Budgeting	The Department Budget is released by the Administrative Department i.e. Planning Department under plan schemes. The Budget provided under Non-plan and Plan is being allocated among the Headquarters and districts.	The Director, Directorate of Economics and Statistics will allocate the funds among the districts and Headquarters as per their requirements.	Director, Directorate of Economics and Statistics, Hyderabad
Formulation of Programmes, Schemes and Projects	The Schemes are being formulated with the approval of the planning	Schemes will be formulated by the approval of the planning department	Director, Directorate of Economics and Statistics,

	department and the schemes are being implemented	and concurrence of Finance Department	Hyderabad
Recruitment/hiring of personal	Identifying the vacancies in difference cadres. Assessment of the work urgency and its importance. Taking into account the pressure of work on the existing staff.	Addressing the government with a request to accord permission for filling up of the posts through Andhra Pradesh Public Service Commission for all the sanctioned posts in superior cadre.	Principal Secretary to Government, Planning Department, A.P.Secretariat, Hyderabad.
Release of Funds	Funds will be released on quarterly basis	Funds will be allocated among the districts and headquarters on quarterly regulations.	Director, Directorate of Economics and Statistics, Hyderabad
Implementation/ Delivery of Service/Utilization Funds	Funds will be released to Head quarters and districts	Utilization Certificate will be furnished to the concern departments/Agencies	Director, Directorate of Economics and Statistics, Hyderabad