

CHAPTER - IV
PROCEDURE FOLLOWING IN DECISION-MAKING PROCESS
[SECTION 4 (1) (B) (III)]

4.1 THE PROCEDURE FOLLOWING IN DECISION-MAKING BY THE PUBLIC AUTHORITY.

Activity	Description	Decision making process	Designation of final decision making authority
Goal-setting & Planning	<ul style="list-style-type: none"> ➤ Infrastructure capital Works relating to roads, drains, buildings, water supply, Horticulture, Clean and Green Street Lighting, Projects etc, and their maintenance 	<ul style="list-style-type: none"> ➤ Administrative sanction for works with an estimated cost up to Rs.10.00 Lakhs – Initiated by Executive Engineer approval of tenders ➤ Administrative Sanction for works with an estimated cost above Rs.10 lakhs and below Rs. 50.00 Lakhs – Initiated by the Superintending Engineer ➤ Approval of tenders for the above work Administrative sanction for works with an estimated cost above Rs. 50.00 Lakhs Initiated by the Superintending Engineer 	<p>Commissioner.</p> <p>Standing Committee</p> <p>Municipal Council</p>
		E. Tender approval for the above works	<ul style="list-style-type: none"> ➤ Commissioner / Standing Committee / Municipal Council as the case may be.
	<p>Implementation of all Government Sponsored schemes like SJSRY</p> <ul style="list-style-type: none"> A) USEP B) Trainings C) Pavala Vaddi D) Bank Linkage E) 12th Finance Commission F) B.R.G.F 	<p>All the schemes are sponsored by the Central / State Government, through its budget allocation. The Municipal Corporation is the implementing authority.</p>	<p>Commissioner / Standing Committee / Municipal Council as the case may be</p>

	G) Rajeev AWAs Yojana H) Rajeev Nagara Bata		
Budgeting	The Annual Budget proposals for each Financial Year shall be prepared by the Corporation basing on the Financial Resources, Govt. Grants, Assigned Revenues, Taxes and Non-Taxes etc.	The Commissioner shall consolidate the budget proposals Heads Wise / Wing wise and place the same before the Standing Committee / Council as the case may be for approval.	Commissioner / Standing Committee / Municipal Council as the case may be
Formulation of Programmes, schemes and projects	Conduct of Review meetings with all the Wing officers to formulate objectives of the programmes and its implementation on the projects and scheme sanctioned by Central / State Govt.	Conduct of Review meetings	Commissioner / Municipal Council / Govt.
Recruitment/Engagement of Outsourcing personnels.	Class IV Employees, Jr. Asst / Senior Assistant Sanitary Inspector Upto the cadre of Manager.	Commissioner	➤ Commissioner
	Town Planning employees and officers .	Director of Town & Country Planning and Govt.	Director of Town & Country Planning and Govt.
	Asst. Engineers upto the cadre Superintending Engineer	➤ Engineer-in-Chief (P.H) / Govt. of A.P	Director of Town & Country Planning and Govt.
Release of funds	Government Grant Works, General Works taken up by WMC	➤ Government ➤ Initiated by Superintending Engineer /	Government Commissioner/ Standing Committee, Municipal Council.

		Executive Engineer concerned	
Gathering feedback from public	SJSRY MEPMA A) USEP B) Training's C) Pavala Vaddi Rajeev Awavas Yojana Other Programmes Training's Fashion Technology, Micro Financing, Thrift and Credit Societies, Clusters and federations, (SHG bank linkage)	Implementation is observed in quantum	Commissioner
	Through Complaint Cell, Registering Grievances, Call Centers, On-line complaint system	Computer Section	Commissoner
Under taking Improvements	Improvements in Civic Infrastructure with Govt. Grants WMC funds	Basing on the critical needs of the public and on the representation of elected members the Asst. Engineers concerned will initiate the proposals for such works and the same are routed through the Executive Engineer / Superintending Engineer as the case may be for approval	Commissioner