

III The procedure followed in the decision making process, including channels of supervision and accountability

For conducting its day to day business the Directorate is following Functional File System and other standards operating procedures and practices as prescribed in the Manual of Office Procedure of the Govt. of India. Issues requiring decisions are examined on file by concerned wings. The concerned file duly containing details of such examination and opinions recorded thereon during such examinations moves from wings to Admn. Officer/ Deputy Directors and Director where final decisions are taken. Wherever necessary, matters get referred to Ministry of Agriculture for further decisions

The work flow channel of supervision as depicted in the organisational chart.