

Sl. No.	Item	Disclosure	Description
1.3	Procedure followed in decision making process [Section 4(1)(b)(iii)]	1. Process of decision making, Identify key decision making points	Executive Council (EC) is the Top Management Body which decides on the Policies, Work plans, and directions of the Institute. DG implements the policies and work plans of the Institutes. Working Group (WG), which is nominated by the EC, looks into the issues such as administration, Finance and Personnel
		2. Final decision making authority	As per 1
		3. Related provisions, acts, rules etc.	As per Institute's rule
		4. Time limit for taking a decisions, if any	As per tasks and targets set by EC, WG or DG, as the case may be
		5. Channel of supervision and accountability	Director General supervises the working of the employees of the Institute. The work of the DG is supervised by President of the EC