

CHAPTER – 8 (Manual – 8)

Procedure followed in Decision Making Process

9.1 What is the procedure followed to take a decision for various matters? A reference to Secretariat Manual and Rule of Business Manual, and other rules/regulations etc. can be made)

Decisions are arrived at as per the resolutions passed by the Board of Governors meeting held twice annually / G.B. meeting held annually.

9.2 What are the documented procedures / laid down procedures/Defined Criteria/Rules to arrive at a particular decision for important matters? What are different levels through which a decision process moves?

Files are referred to Principal / Chief Secretary to Govt. (Chairman) through Secretary to Govt. (Health), based on the resolutions passed by BOG / GB meeting.

9.3 What are the arrangements to communicate the decision to the public ?

Newspaper advertisement (ENGLISH / TAMIL), whenever it is considered expedient.

9.4 Who are the Officers at various levels whose opinions are sought for the process of decision making? Members of the Board of Governors / General Body.

9.5 Who is the final authority that wets the decision?

Chief Secretary to Govt. / Chairman, MGPGI.

9.6 Please provide information separately in the following format for the important matters on which the decision is taken by the public authority.

Sl. No.	Subject matters	Informations
1.	Subject on which the decision is to be taken	Academic, Accounts and Establishment
2.	Guideline/Direction, if any	As per Rules
3.	Process of Execution	Teaching and Non-teaching staff of MGPGI.
4.	Designation of the Officers involved in decision making	Members of the Board of Governors / General Body in the Annexure–'D' List enclosed
5.	Contact information of above mentioned Officers.	As per Govt. of Pondicherry diary.
6.	If not satisfied by the decision, where and how to appeal	Board of Governors is the final authority as per Memorandum of Association.

ANNEXURE-'D'

Structure and Member Composition of Board of Governors

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|---|---|------------------|
| 1. Chief Secretary to Govt., Govt. of Pondicherry. | - | Chairman |
| 2. Secretary to Govt. (Finance), Pondicherry. | - | Member |
| 3. Secretary to Govt. (Law), Pondicherry | - | Member |
| 4. Secretary to Govt. (Education), Pondicherry. | - | Member |
| 5. Secretary to Lt. Governor, Pondicherry. | - | Member |
| 6. Secretary to Govt. (Health), Pondicherry. | - | Member |
| 7. Nominee of the Vice Chancellor,
Pondicherry University, Pondicherry. | - | Member |
| 8. Director of Health and Family Welfare Services,
Pondicherry. | - | Member |
| 9. Representative of the faculty nominated by the
Chief Secretary / Chairman | - | Member |
| 10. Dean,
MGPGI, Pondicherry. | - | Member Secretary |

Structure and Member Composition of General Body :

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|--|---|------------------|
| 1. Chief Secretary to Govt., Govt. of Pondicherry. | - | Chairman |
| 2. Secretary to Govt. (Health), Pondicherry. | - | Member |
| 3. Secretary to Govt. (Finance), Pondicherry | - | Member |
| 4. Secretary to Govt. (Education), Pondicherry. | - | Member |
| 5. Secretary to Lt. Governor, Pondicherry. | - | Member |
| 6. Director of Health and Family Welfare Services,
Pondicherry. | - | Member |
| 7. Two nominees of the teaching staff of the
Faculty of the College | - | Member |
| 8. Medical Superintendent,
General Hospital. Pondicherry. | - | Member |
| 9. Medical Superintendent,
Maternity Hospital. Pondicherry. | - | Member |
| 10. Deputy Director,
Public Health, Pondicherry. | - | Member |
| 11. Dean,
MGPGI, Pondicherry. | - | Member Secretary |