

## **DECISION MAKING PROCESS**

The general supervision of MANAGE activities vests with the General Council presided over by the Hon'ble Minister for Agriculture, Government of India. The General Council exercises overall control and issues directions for the efficient management and administration of the affairs of MANAGE

- The General Council has 24 members drawn from different walks of the life including 4 non official members / public representatives.
- The Executive Council is responsible for the actual implementation of policy matters, in accordance with the Rules and Bye Laws.
- The Executive Council consists of 8 members of which 3 are non official members / public representatives with the Secretary (Agriculture & Cooperation), Ministry of Agriculture, Government of India as its Chairman.
- Members of the public who would like to suggest for policy formulation or its implementation by MANAGE can address the Director General with necessary details

A statement of the Boards, Councils, Committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice and as open to the public of the minutes thereof accessible to the public.

### **General Council**

The General Council headed by the Hon'ble Union Minister for Agriculture, constituted by the Ministry of Agriculture, Government of India issues instructions on matters dealing with affairs of MANAGE.

### **Executive Council**

The Executive Council presided over by the Secretary (Agri. & Cooperation), Ministry of Agriculture, Govt. of India is responsible for Management and administration of the affairs of MANAGE as per the general control and the directions of the General Council.

### **Academic Committee**

The Director General is the Chairman of the Academic Committee. The Committee deals with matters relating to research, training and teaching. It deals with matters, proposals or schemes relating to the subjects referred to it or initiated by it or otherwise.

### **Selection Committee**

The Director General is the Chairman of the Selection Committee. The Selection Committee shall assist the Executive Council/appointing authority concerned in making appropriate selection of Group-A posts and any other posts referred to it by the Executive Council.

### **Advisory Council for Post Graduate Programme on Agri-Business Management**

The Director General is the Chairman of the Advisory Council. The Members include:

- 2 Members from the Academic Institutions
- 2 Members from Agri-Business Industries
- Principal Coordinator (PGPABM), NIAM-Jaipur
- Principal Coordinator (PGPABM), MANAGE

The meetings of above councils and committees are not open for the public but the minutes are accessible.

**Procedure followed in decision making processes including channels of supervision and accountability**

**Delegation of powers to the Director General**

<b>SI No.</b>	<b>Nature of Power</b>	<b>Extent of powers delegated</b>
1	To pay salaries and other allowances to the staff as per Govt of India rules and as per their entitlement	Full powers
2	To sanction Dearness Allowance to the employees of the Institute as per Govt of India decisions.	Full powers
3	To sanction honorarium to persons invited for attending to the work of the Institute both from within the country and abroad and also to sanction expenditure incurred on their transportation, boarding and lodging as per their status.	Full powers
4	To reimburse the employees of the Institute conveyance charges incurred, by them in connection with official work at head-quarters and outstations.	Full powers
5	To sanction payment of electric, gas and water charges.	Full powers
6	To sanction hire purchase and repair of office equipment fixtures and furniture, water coolers, air conditioners, typewriters, fans, clocks, call bells, calculating machines, intercoms electronic stencil cutters, Dictaphones tape recorders, photo copiers, franking machines, addressographs, filing and indexing systems etc.	Full powers
7	Personal computers	Full powers
8	Hire and maintenance of computers of all kinds.	Full powers
9	To sanction freight and demurrage / wharfage charges	Full powers
10	To sanction legal charges	Full powers
11	To sanction hire purchase, maintenance and repair of motor vehicles & bicycles.	Full powers
12	To sanction payment of taxes and rates.	Full powers
13	To sanction payment of postal and telegraph charges.	Full powers
14	To sanction expenditure for printing and binding.	Full powers
15	To sanction purchase of newspapers, periodicals, books etc.	Full powers
16	To sanction printing articles and purchase of stores and stationery	Full powers
17	To sanction supply of liveries, badges and other articles of clothing etc., and washing allowance	Full powers
18	To sanction payment of telephone charges of office and residence (including installation)	Full powers
19	Power to sanction travel by air for urgent work in case of emergencies	Full powers
20	To sanction hospitality	Full powers
21	To hire office accommodation	Full powers
22	To sanction expenditure and execute appropriate contracts, on scheme, project or work the total outlay on which does not exceed	Not exceeding Rs.50 lakhs