

1.3 Procedure followed in decision-making process

(i) Process of decision making: Identify key decision making points	7 points decision making procedure is followed as below: <ol style="list-style-type: none"> 1. Identification of decisions 2. Get relevant data and information 3. Assessment and comparison of decisions 4. Rank the decisions 5. Selection of decision 6. Implementation 7. Review and take corrective action Key decision-making points are given in Table 1.
(ii) Final decision making authority	Director, CSIR-NML
(iii) Related provisions, acts, rules etc.	https://www.nmlindia.org/basic-page/rules-orders
(iv) Time limit for taking a decisions, if any	Maximum Time: 3 Months
(v) Channel of supervision and accountability	Illustration given below

Channel of supervision and accountability

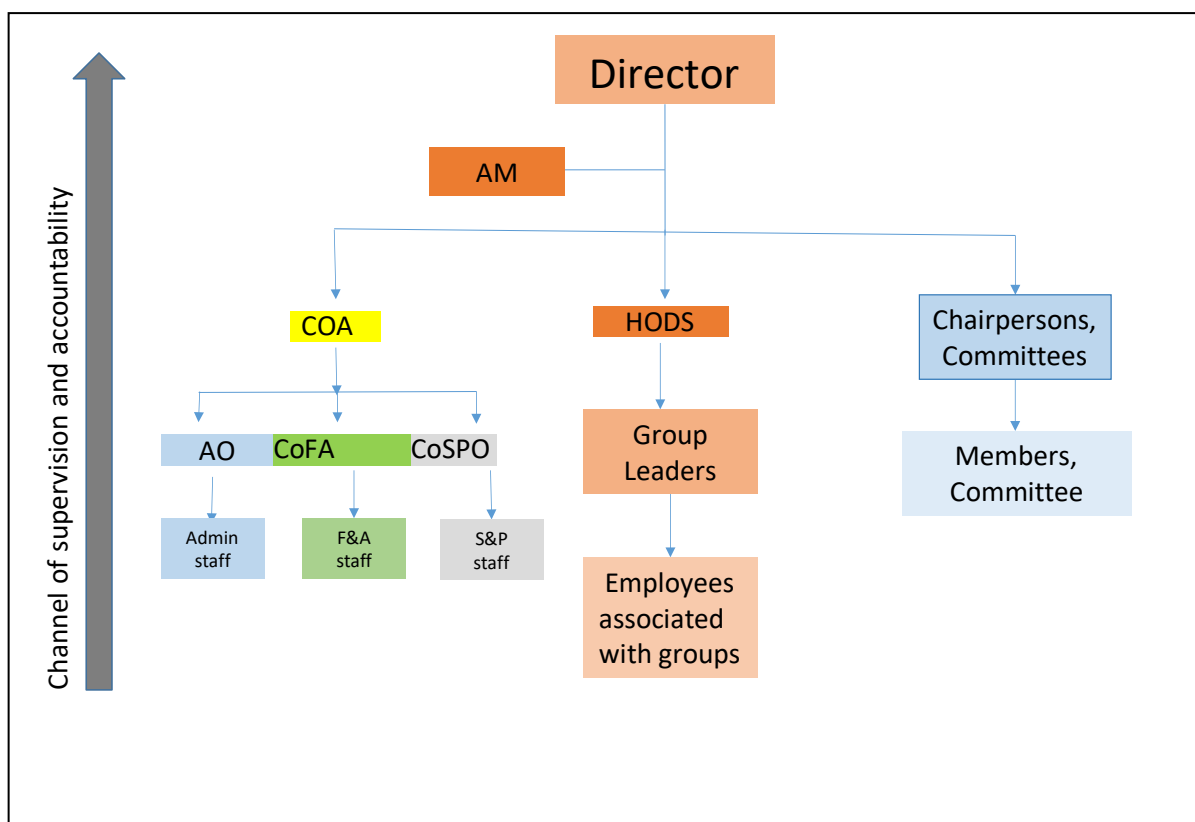


Table 1: Key decision making points

Key decision making points	Guideline	Initiation	Recommendation	Final decision making authority	Time limit for decision making ¹	Channel of Supervision and accountability
Agreement & Contract	https://www.csir.res.in/document/technology-transfer	Scientist/TO	HRPBD	Director	2 Months	HRPBD
Certified reference materials	NABL	External	HAAC	HRPBD	15 days	HAAC
Consultancy services	https://www.csir.res.in/document/technology-transfer	Scientist/TO	HRPBD	Director	1 Months	HRPBD
Disposal	https://www.csir.res.in/rulesregulationrti/disposal-stores	Scientist/TO	Committee	Director	3 Months	COSPO
External Projects	https://www.csir.res.in/document/technology-transfer	Scientist/TO	HRPBD	Director	2 Months	HRPBD
Recruitment & HR issues	https://www.csir.res.in/sites/default/files/PolicyDoc_42.pdf	Scientist/TO	HHRG	Director	3 Months	HHRG

Internal Projects	i-PSG	Scientist/TO	Chairman, iPSG	Director	1 Month	i-PSG
Library services	https://www.csir.res.in/sites/default/files/KRC%20rules.pdf	GL, KRG	HKRIT	Director	2 Weeks	HKRIT
Patent	https://www.csir.res.in/notification/csir-guidelines-ethics-research-and-governance	Scientist/TO	HRPBD	Director	1 Month	HRPBD
Publication	https://www.csir.res.in/notification/csir-guidelines-ethics-research-and-governance	Scientist/TO		Chairman, Ethics committee	2 Weeks	HOD
Purchase	https://www.csir.res.in/sites/default/files/Store%20data%20-English.pdf	Scientist/TO	Committee	CoSPO	2 Months	CoSPO
JMMS subscription	Jmms.nmlindia.org	External	HKRIT	Director	1 Week	HKRIT

NML's publication acquisition	Jmms.nmlindia.org	External	HKRIT	Director	1 Week	HKRIT
Recruitment	https://www.csir.res.in/sites/default/files/PolicyDoc_42.pdf	HHRG	Committee	Director	6 Months	HHRG
Technology transfer services	https://www.csir.res.in/document/technology-transfer	Scientist/TO	HRPBD	Director	1 Month	HRPBD
Testing services for external beneficiaries	https://www.nmlindia.org/sites/default/files/NML_Testing_Facilities.pdf	External	In Charge, Testing	HRPBD	2 Weeks	HRPBD
Training services for external beneficiaries	https://www.nmlindia.org/sites/default/files/CSIR%20Integrated%20Skill%20Initiative-%20Overview.pdf	External	Skill Nodal	Director	2 Weeks	HKRIT
Website	https://guidelines.india.gov.in/	Scientist/TO	HOD	WIM	1 Week	HKRIT
Works & Services	https://www.csir.res.in/rules-regulation	Scientist/TO	HENGG	Director	1 Months	HENGG

1. The time limit for decision-making is only indicative. Depending upon the external agencies, the decision making time is extended.

