

1.3 Procedure followed in Decision Making Process [Section4(1)(b)(iii)]

In the discharge of duties and in the decision making process, the hierarchy specific to an activity, a scheme or a programme is followed and depending upon the issue under consideration decisions are taken at the level of the Director (Admin & Finance), Director (Studies) and Director (Academics) for respective divisions in the NCHMCT and final approvals are given by CEO of the Council.

Timeline in decision making are as under:

1.	Issue of Transcription	15 days
2.	Disposal of RTI Application	30 days
3.	Disposal of Public Grievance	30 days
5.	Student grievance	7 days
6.	Response to ragging complaints	Within 2 days
7.	Result of Term-end-examination	45 days