

**DEPARTMENT OF FOOD & SUPPLIES AND CONSUMER
AFFAIRS & LEGAL METROLOGY, U.T. CHANDIGARH**

**PUBLICATION OF INFORMATION REGARDING ITEMS
SPECIFIED IN RULE 4(i) (b) (iii) OF THE RIGHT TO
INFORMATION ACT, 2005**

(The procedure followed in the decision making process, including
channels of supervision and accountability)

Sr. No.	Nature/Type of work	Level at which the case is initiated (Name of the post)	Name of the post which deal with the case before the decision making authority	Level at which decision is made. (Name of the post)
1.	Enrolment of beneficiaries under NFSA/DBT Scheme	Inspector/ Inspector Gr-II	Inspector/ Inspector Gr-II	Assistant Food & Supplies Officer
2.	Surrender/Deletion Certificates, Addition/ Deletion of units.	Inspector/ Inspector Gr-II	Inspector/ Inspector Gr-II	Assistant Food & Supplies Officer
3.	Correspondence with Ministry/GoI	Inspector	AFSO/DFSO	Additional Director/ Director/Secretary Food & Supplies and Consumer Affairs & Legal Metrology, depending on the subject matter.

4.	Financial matters	Jr. Auditor	Superintendent	Additional Director/ Director/Secretary Food & Supplies and Consumer Affairs & Legal Metrology, depending on the subject matter.
5.	Appointment and Disciplinary Cases and other correspondence work relating to Establishment	Superintendent	DFSO	ADFS /Director Food & Supplies and Consumer Affairs & Legal Metrology