

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

Decision Making Process in PESO is largely decentralized. The officers at head office as well as at subordinate Circle/Sub-Circle/Field Offices are entrusted/delegated with the responsibilities as given under Section 4(1)(b)(IV) above. However Consent / Concurrence / Consultation with CCE/HOD is required in certain very important matters some of which are as follows –

Final Decision Making Level	To be Routed Through	Nature/Type of Work
CCE/HOD - Consent	JTCCE	<p>→ Approval of Major Refineries</p> <p>→ Approvals/Permission of Cross Country Pipelines</p> <p>→ Concept Approvals</p>
CCE/HOD - Consultation	JtCCE	<p>→ Issue of necessary instruction to individual officer or office on monitoring licensing work by Head Office and all other offices of PESO to ensure that all license work is disposed in an efficient and time bound manner</p> <p>→ Issue of necessary instruction to all offices of PESO on monitoring correct implementation of all statutes and applicable guidelines pertaining to Petroleum Rules, Gas Cylinder Rules and SMPV (U) Rules all offices of PESO.</p> <p>→ Technical Evaluation of Accident Reports and subsequent necessary action</p> <p>→ Issue of necessary instruction on monitoring activities of all offices of PESO for timely and effective inspections for implementation of all the statutes administered by PESO</p> <p>→ Issue of necessary instruction to all offices of PESO on monitoring implementation of new provisions of Explosives Rules, 2008 while licensing and inspections</p>
CCE/HOD - Consultation	DyCCE	<p>→ Replies to all Parliamentary questions</p> <p>→ All matters related to Court Cases</p> <p>→ Safety Management Plan,</p>

		<p>Internal/External Safety Audits by manufacturers of high explosives and Fireworks</p> <p>→ Creating procedures for work relating to issue of certificates to Competent Persons in explosives manufacturing factories</p> <p>→ Approval of fireworks compositions, fireworks product authorizations approval of packing materials and related issues</p>
<p>Concurrence of JtCCE (HQ)</p>	<p>DyCCE / CE</p>	<p>→ Explosives Manufacturing Factories,</p> <p>→ Authorization of Explosives,</p> <p>→ Approval of flameproof Equipments,</p> <p>→ Dispensers,</p> <p>→ Import & Export of explosives,</p> <p>→ Approval of Packing Boxes of Fireworks and Explosives,</p> <p>→ BMD vehicles,</p> <p>→ LPG Bottling Plants,</p> <p>→ Cylinder Testing Stations,</p> <p>→ Auto LPG Containers and Multi-Functional Valves</p> <p>→ Any other Equipment/product which is not explicitly mentioned here</p>

The channels of supervision in Head Office as well as various subordinate offices viz. Circle /Sub-Circle / Field Office /DTS / FRDC are generally as follows -

Head Office:

S.N.	Item of Work	Channel of submission
1.	Establishment matters	Dealing Assistant → Office Superintendent → Admn. Officer → CE (Admn) → CCE
2.	Financial and Administrative Matters	Dealing Assistant → Office Superintendent → Accounts Officer → CE (Admn) → CCE
3.	Legal / Court Matters	Dealing Assistant → DyCCE → CCE
4.	Confidential Matters	CCE
5.	Grievance Redressal	CCE
6.	RTI applications	CPIO
7.	Technical Cases / License Cases	Dealing Assistant → Office Superintendent → CE/DyCCE/JtCCE

Circle Offices/ Sub-Circle Offices:

S.N.	Item of Work	Channel of submission
1.	Establishment matters	Dealing Assistant → CE/DyCCE/JtCCE In-Charge
2.	Financial and Administrative Matters	Dealing Assistant → CE/DyCCE/JtCCE In-Charge
3.	Legal / Court Matters	Steno/Dealing Assistant → DyCE/CE → CE/DyCCE/JtCCE In-Charge
4.	Confidential Matters	CE/DyCCE/JtCCE In-Charge
5.	Grievance Redressal	CE/DyCCE/JtCCE In-Charge
6.	RTI applications	CPIO
7.	Technical Cases / License Cases	Dealing Assistant/Steno → DyCE/CE/DyCCE as per <u>'Work distribution Order'</u> of respective Circle/Sub-Circle

Field Offices:

S.N.	Item of Work	Channel of submission
1.	Establishment matters	Dealing Assistant → DyCE/CE In-Charge
2.	Financial and Administrative Matters	Dealing Assistant → DyCE/CE In-Charge
3.	Legal / Court Matters	Steno/Dealing Assistant → DyCE/CE In-Charge
4.	Confidential Matters	DyCE/CE In-Charge
5.	Grievance Redressal	DyCE/CE In-Charge
6.	RTI applications	CPIO
7.	Technical Cases / License Cases	Dealing Assistant/Steno → DyCE/CE as per <u>'Work distribution Order'</u> of respective Field Office

Departmental Testing Station:

S.N.	Item of Work	Channel of submission
1.	Establishment matters	Dealing Assistant → CE/DyCCE In-Charge
2.	Financial and Administrative Matters	Dealing Assistant → CE/DyCCE In-Charge
3.	Legal / Court Matters	Steno/Dealing Assistant → CE/DyCCE In-Charge
4.	Confidential Matters	CE/DyCCE In-Charge

5.	Grievance Redressal	CE/DyCCE In-Charge
6.	RTI applications	CPIO
7.	Testing of samples	JTA/STA → DyCE → CE
8.	Technical Cases / License Cases	Dealing Assistant/Steno→ DyCE/CE as per <u>'Work distribution Order'</u> of DTS

FRDC:

S.N.	Item of Work	Channel of submission
1.	Establishment matters	Nodal officer As per <u>'Work distribution Order'</u> of FRDC
2.	Financial and Administrative Matters	
3.	RTI applications	
7.	Testing of samples	