

Part-III under section 4(1)(b) (iii) of RTI Act-2005

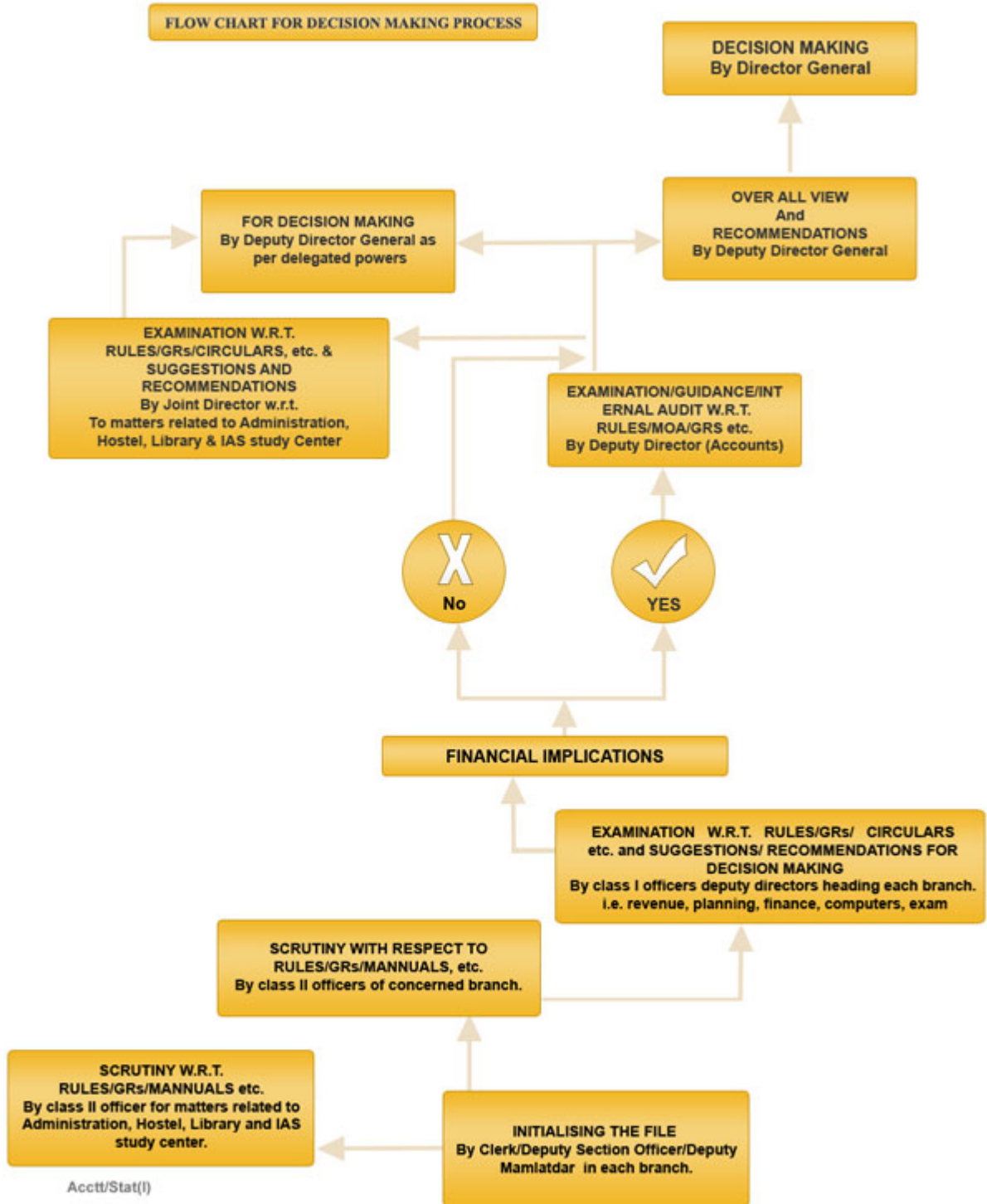
Procedure in Decision Making

3.1 Flow Chart for Decision Making Process

3.2 List of Delegation of Powers, Allocation of Functions.

3.3 List of documents relied upon for decision making.

3.1 Flow Chart for Decision Making Process



3.2 List of Delegation of Powers, Allocation of Functions.

- Order No. MKM / Adik. com / 2004 / T4 of Director General delegating financial and administrative powers to Deputy Director General dated 22/06/2004.
- Internal Circular No. MKM / 102004 / Kamgiri / Mahekam / Redistribution / T.4 dated 01/12/2004 of SPIPA distributing functions to Officers / Employees of different branches.
- Power Delegated to Executive Committee & Director General as per Board of Governors – Meeting held on 15th January 2005.

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3.3 List of documents relied upon for decision making.

- 1 Memorandum of Association of autonomous body of SPIPA registered under Registration of Societies Act-1860 as on 01-10-2004.
- 2 Decisions taken by the Board of Governance and decisions taken by Executive Committee of SPIPA.
- 3 G.R. No. VATABH/1084/5500/ARTD.3 dated 30/03/2013 of G.A.D. declaring SPIPA as an autonomous body and giving permission to SPIPA for charging fee at the rate of Rs.500/- per day per participant (Government Employees) training programmes at SPIPA.
- 4 G.R. No. TLM/102004/1383/ARTD.3 dated 19/04/2004 of G.A.D. making minimum three days training compulsory for all class-I and Class-II officers of the State in every block of 2 years beginning from the block April- 2004- March-2006.
- 5 Grant in Aid Rules for SPIPA vide G.R. No.VATABHA-1804/5113/ARTD-3, dated 24-06-2005.
- 6 G.R. No. TLM/102004/1426/VASU.3 dtd. 16/06/2004 of G.A.D. for posting of willing officers, on the basis of merit to Government Training Institutions in the state.
- 7 Miscellaneous SPIPA's operational manual for administration and finance
- 8 G.R. No. VATABH/1091/2640/ARTD.7 dtd. 07/09/1992 of G.A.D. for establishing an IAS Study Centre at SPIPA to coach students for appearing in the civil service examinations conducted by Union Public Service Commission.
- 9 VATABH/1093/1474/ARTD.7 IAS study center – for orientation course.
- 10 VATABH/1095/MUM/1060/ARTD.7 IAS study center – Mother tongue.
- 11 VATABH/1599/Mantri Shri/2/ARTD.3 IAS study center –Deciding category wise seats.
- 12 G.R. No. TLM/1097/GOI71/ARTD.3 dtd. 02/12/2003 of G.A.D. stating the training policy of the Government of Gujarat and declaring SPIPA as the Apex Training Institute of the State.
- 13 G.R. No. VATABH/1804/5502/ARTD.3 dtd. 19/01/2005 of G.A.D. declaring SPIPA as an Examining Body.
- 14 G.R. No. TRG/102003/1373/DST dtd. 04/05/2005 of Science & Technology Department declaring SPIPA as an Examining Body for Course on Computer Concepts.
- 15 G.R. No. FAH/1091/834(99)/CH dtd. 01/04/1999 of Finance Department for listing honorarium to be given to Resource persons / Faculty for taking lectures in training programmes at SPIPA.
- 16 G.R. No. TLM/10-2004/4747/ARTD.3 dtd. 16/08/2005 of G.A.D. delegating powers to SPIPA to sent officers/ employees for various training programmes in recognized training institutions of Gujarat and outside of Gujarat.

- 17 G.R. No. OFT/102004/UO107/GH dtd. 17/06/2004 of G.A.D. declaring official timings for SPIPA and its activities.
- 18 General Administrative Department G.R. No. PRC/102011/820491/ARTD/III 30.04.2012 Declaring SPIPA as a Nodal Institute for WTO
- 19 General Administrative Department G.R. No. TLM/102005/1247/ARTD/III, 04-03-2006 Established Center for Good Governance.
- 20 G.R. No. VATABH/1805/914/VASU.3 dtd. 31/03/2018 of G.A.D. Demerging State Institute of Rural Development with SPIPA.

3.4 Since SPIPA is a training institution there is no provision for appeal with relation to its core activities. However, for all processes for tendering, contracting etc. arbitrators are declared on case to case basis.