

## Chapter-4

Andhra Pradesh State Minorities Finance Corporation Ltd.  
Head Office, Vijayawada

Right to Information Act 2005 (ACT No 22 of 2005)

### **Procedure Followed in Decision - Making Process, Section 4 (1) (b) (iii)**

#### **The Procedure being followed by the Corporation is as follows**

Any representation on paper received in the Corporation is numbered as entered in Personal Register of concerned Section dealing with the subject, who in turn submits the file to the Superintendent concerned. After a thorough examination by the Superintendent concerning the file is put up to the Manager / Accounts Officer, who in turn puts up the file to the Asst General Manager and General Manager and finally to the VC & Managing Director.