

**PROCEDURE FOLLOWED IN DECISION MAKING PROCESS**  
**(ACCOUNTS/FINANCE BRANCH)**

1. Proposals sent to Finance, are in the first instance, scrutinized by the Dealing Assistant and are thereafter placed before the competent authority (through the hierarchy defined for this Department) for taking a final decision on the matter.
2. Consequently, the decision is implemented in the shape of 'Receipt' or 'Payment' of funds.