

**MANUAL – 3**  
Procedure followed in decision – making process  
(Section 4(1)(b) (iii))

As urgency is key word for the functioning of Emergency Section, every decision are taken forthwith with the utmost care for minimizing the response time. However, in case of administration of Relief, where due procedure has been enumerated in the Orissa Relief Code as well as a executive instructions from SRC / Revenue & Disaster Management Department, the sub-ordinate offices are instructed to adhere to the time frame.