

CIRCULAR NO. 128

SUBJECT :- Leave Forecast.

With a view to have a clear forecast about the requirements of leave by the Gazetted and Non-Gazetted staff of the Charity Organization for making officiating arrangements well in advance a letter, dated 4th October, 1961, was issued in the past to all the Officers in the Head Office and all the Regional Officers, with a request to furnish the particulars, regarding leave required by them during the period from 1st April, to 31st March of each year, in the month of January of the previous year. It has now come to the notice of the undersigned that the above requirements have not been complied with. It is, therefore, impressed upon all the members of the staff of the Charity Organization that they should comply with the requirements strictly and submit the leave forecast report well in time in future without fail.

Dated: 6th August, 1968.

C.P. GODSAY,
Charity Commissioner,
Maharashtra State, Bombay.