

CIRCULAR NO. 176

SUBJECT :- Attending Parties / trustees attending the office and language of letters to be sent to the trustees..

It has been brought to the notice of the Charity Commissioner, Maharashtra State, Bombay that the persons working in the Charity Organisation especially the Inspectors of Sub-Regional Offices at District places are not treating the trustees properly and are not showing due regard to the trustees attending the offices of the Organisation. It is not proper that such complaints are made and the trustees are given opportunity or making complaints in this respect also.

It has been also brought to the notice of the Charity Commissioner, Maharashtra State, Bombay that the letters written to the trustees/parties etc., are not politely worded and the language of the letter is sometimes offending the trustees. The letters sent by Inspectors for attending Sub-Regional Office in an effect to secure the Accounting Returns from the trust was offending the trustees in a way that the trustees was threatened of criminal prosecution.

All the Regional Officers and Inspectors are requested to follow the following directions for the future guidance:-

- (1) All show cause Notices should be by Regional Officers only and not by any other subordinate employee.
- (2) The show cause notices should always be issued after proper scrutiny of records of the trust, and to the relevant trustees responsible for contravention of provisions of the Act.