

**CIRCULAR NO. 199**

SUBJECT :- Charity Commissioner visit to Public Trust Registration Office, Greater  
Bombay Region, Bombay

On 7<sup>th</sup> February the Charity Commissioner, Maharashtra State, Bombay paid a visit to Public Trusts Registration Office, Greater Bombay Region, Bombay. He was accompanied by the Director of Accounts and Superintendent (Establishment). He discussed with the Deputy Charity Commissioner, Greater Bombay Region, Bombay Shri Jadhav, the working of his Regional Office. He went to every table and spoke personally with the members of the staff. He expressed that staff particularly stenographers, typists, copyists should concentrate more on their work and see that no mistakes are committed. He advised the copyists that they are being paid sumptuously for their work by the trustees and other parties and as such it is their duty to see that the copies of documents they supply to the parties are neat, clean and without mistakes. He expressed his dissatisfaction at the Shabby working of some of the typist and copyists. He further observed that one typing error in one page is understandable. This direction should be strictly adhered to or else he will be constrained to take a severe view.

The Charity Commissioner, had a detailed discussion with Inspectors of Public Trusts Registration Office. Greater Bombay Region and Head Office. He impressed upon them their Pivotal role in the organisation and observed that heavy responsibility and good reputation of the organisation. lies upon their young shoulders. However, the Charity Commissioner sadly observed that the Inspectors are not coming up to the mark and expressed his dissatisfaction over the working and new disposal of some of the Inspectors. The Charity Commissioner directs that the Inspectors should ordinarily complete the enquiry within one month from the date of receipt of the enquiry by him. If it is complicated extension should be sought from the Regional Officers. However no enquiry should extend beyond 6 months. When time limit is specifically given by Charity Commissioner or Government the enquiry should be completed within that time. The Charity Commissioner observed that no efforts should be spared to increase the efficiency of the organisation.

The Charity Commissioner, visited all the tables in the Head Office as well . He impressed upon the member of the staff that more heart should be put in the work and delays be avoided. That the staff members should work with devotion, and zeal which would give them with inner satisfaction and sense of fulfillment. They should hold their office grace, dignity and distinction.

Receipt of the Circular should be acknowledged within one month from the date of receipt of the enquiry.

Dated :- 24<sup>th</sup> February 1976

Charity Commissioner  
Bombay.