

***CIRCULAR No. 223.***

**SUBJECT-** History Sheet.

It is observed from History Sheets that Col. Nos.4 and 5 viz. Date of disposal and Remarks which including the decision in brief are not filled in by the incumbents even though many a matters have been disposed of with the result that the History Sheet does not depict a clear picture. All the Superintendent of respective Branches are therefore directed to see that necessary entries are made by the staff members immediately on disposal of the matter.

Dated 21<sup>st</sup> August 1978

For Charity Commissioner,  
Maharashtra State,  
Bombay