

CIRCULAR NO. 26

SUBJECT.— Applications for registration. Disposal and Monthly Return of....

It has been observed that recording of findings, after inquiries under sections 19 and 28 of the Bombay Public Trusts Act are completed, is sometimes delayed and that making entries in the Register of Public Trusts in accordance with the findings recorded is postponed on one ground or the other. This is likely to lead to accumulation of work which may get out of control.

To avoid confusion, the Deputy/Assistant Charity Commissioners should see that passing of orders by them after the inquiries are completed is not delayed. If printed forms of Order are not available, the Deputy/Assistant Charity Commissioners should not wait till the forms are received by them but should proceed to pass orders as they would do if the forms were not printed by the Head Office. In all uncontested cases, and as far as possible in other cases also, findings should be recorded on the day on which the inquiry is completed.

It will also save time and labour of the staff, as also the postage charges, if the Certificates of Registration to be issued under Rule 8 are issued and handed over to the parties concerned on the very day on which the inquiry is completed. Public Trusts Register for each district is required to be divided in six sections, namely Sections A, B, C, D, E and F, and the trusts when registered are to be numbered serially as A1, A2, A3, B1, B2, B3, and so on (vide Charity Commissioner's orders

dated 20th August 1951 and 9th August 1952). It is suggested that six separate books of Certificates of Registration may be started-one for each class of public trusts falling under sections A, B, C, D, E and F. The Certificate of Registration to be issued to the party concerned should be written in ink and not in pencil.

The entries in the register of public trusts in accordance with the findings recorded by the Deputy/Assistant Charity Commissioners should be made immediately and should not for any reasons be allowed by the Deputy/Assistant Charity Commissioner concerned to remain in arrears. To this he should attach the greatest importance as but for these entries the work of registration of public trusts is incomplete.

As was decided at the Conference, at least 20 inquiries should be disposed of per day and every effort should be made to reach the target of 30 inquiries per day. Monthly progress report about disposal should be submitted in the accompanying form up to March 1953. Till then monthly progress report in the form prescribed under Circular No. 12 may not be sent. Progress report in the accompanying form should be sent so as to reach this office on or before 7th of every month.

D. R. PRADHAN,

Charity Commissioner, Bombay.

Dated : 19th September, 1952.