

CIRCULAR No.70

SUBJECT : Delay in disposing of references received from Government and Minister(Law).

It has been noticed that prompt attention is not being paid to references received from Government and Minister(Law) for inquiry and report. Some regions have almost become notorious for their delay in such cases. First priority should invariably be given to such references when received by the regional offices. Usually a time limit is prescribed by this office in forwarding such references and that should be strictly adhered to. When papers are marked "IMMEDIATE" all other work should be put aside and immediate attention should be given to their disposal. When the inquiry can not be finished within the time limit prescribed giving the progress made in inquiring into the matter and the time likely to be required finally to dispose of the matter. Such interim reports should be repeated every ten days, till the matter is finally disposed of. These instructions should be carefully noted by the Regional officers and Superintendents, who will be held responsible for any delays that might occur in such cases in future. Severe notice will in future be taken of such delays and no excuse will be accepted for failure to comply with these instructions.

Dated : 9th April, 1954

D.R.PRADHAN
Charity Commissioner, Bombay