

## **POLICE CIRCULAR ORDER No. 17**

I have noticed several instances in which great delay in dealing with pension rolls and compassionate grant applications has been caused by reason of constant returns of papers backwards and forwards to correct errors, all of which could have been put right at one and the same time. Many of these references could be avoided if only the original papers received close scrutiny when received and all errors and omissions noted. Instead of this it appears to be the practice of office clerks to notice one error and return the papers for correction. Then on receipt a second time they discover another error, and so it goes on.

Delay in submission of pension rolls and application for grant from the Compassionate Fund.

In future you will kindly explain any delay of over 2 months when forwarding such and papers let me know what action, if any, has been taken against the officers responsible for the delay.

Manual Reference

Rule 815 (a)

(Previous Police Circular Order No. 3 of 1947)