

## **POLICE CIRCULAR ORDER No. 89**

While Checking the Pension papers it has been observed that whenever officers and men officiate in higher ranks the nature of vacancy against which they officiate are not being clearly mentioned in the appropriate column of the Service Book. This not only causes delay in finalising the pension cases but brings financial loss also to the pensioners as a man's pension depends on the correctness of the entire and extra labour and protracted correspondence in rectifying the defects. In order to expedite speedy disposal of the pension cases and there may not be any anomaly at the time of preparing the pension papers it is desired that whenever officers and men officiate in higher ranks the nature of vacancy against what they officiate, i.e., against permanent or leave vacancy, etc., should be clearly recorded in the appropriate column of the Service Book.

Correct  
entries in  
Service  
Books.

2. It is further impressed that all entries in the service books should be made in the appropriate column provided therein methodically and clearly.

(Previous Police Circular Order No. 8 of 1954)