

Ins.4.18372/89.

Office of the Inspector General
of Registration, Kerala,
Trivandrum, 27-6-1989.

General Circular

It has come to the notice of the Inspector General of Registration that one Sub Registrar has requested the Vigilance Officer to depute an officer from the Vigilance Department to the Sub Registry Office to prepare the attested copy of some documents for official purpose. This is contrary to the standing order to give top priority for applications for certified copy and Encumbrance Certificate for Government purpose. Hence all the officers of this Department are hereby inform that the Registration staff themselves should prepare and issue the copies of document and encumbrance certificate when ever requested by any Department with top priority.

Inspector General of Registration.

To

All Subordinates.