

22nd. April 1926.

Mr. Nasir,

I am not satisfied with the manner in which these papers have been prepared by you. Your method shows want of care. The proper way in which all such papers should be put up is as follows:

You should first go through each letter received and note on a piece of paper what sections and sub-sections of the Ordinance the persons comment upon, e.g. Chamber of Commerce of "X": Section 3, Section 8(3), Section 11

Section 13

When you have examined all letters you should go through the sections ^{of the Ordinance} and against each section submit all remarks received thereon. This should be put on the left hand-side of the paper. When this has been completed you should put your own remarks on the right. Any remarks of a general character should be put at the bottom. When this has been done it is easy for other officers to criticise the suggestions made and at the same time add any further amendments of their own.

Please present these papers to me in this form as soon as possible:-

MINUTE	BY	MR. NASIR
<u>Sect (1) D.O. Nablus</u>		I agree
C.C.T. Haifa		I agree
Sect 2(4) D.O. Acre		I do not agree with these remarks. They are giving too much power to inspectors.
D.O. Safad		I agree

Initial return to me

22/4/26
K/S