

Government Circular No. 30/62.  
G.O. Reference No. A.1002/2/147.

THE CIVIL REGISTRATION AND DISSENTERS' MARRIAGE  
ACTS, 1924 to 1951.

APPOINTMENT OF DEPUTY REGISTRAR GENERAL AND SUPERIN-  
TENDENT REGISTRAR AND DEPUTY SUPERINTENDENT REGISTRAR  
FOR THE ISLE OF MAN, AND DEPUTY REGISTRAR OF BIRTHS,  
MARRIAGES AND DEATHS FOR THE REGISTRATION DISTRICT  
OF DOUGLAS.

His Excellency the Lieutenant Governor, on the recommend-  
ation of the Registrar General, has appointed MR. WILLIAM  
ROBERT McCLEMENTS, of 54, Allan Street, Douglas, to be  
Superintendent Registrar for the Isle of Man with effect  
from 12th June, 1962, in the place of Mr. W.D. RADCLIFFE,  
resigned.

The appointment has also been made as from 12th June,  
1962, of MR. JOHN HAYDN TAYLOR, of 68, School Road, Onchan,  
as Deputy Registrar General and Deputy Superintendent  
Registrar for the Isle of Man, and Deputy Registrar of  
Births, Marriages and Deaths for the Registration District  
of Douglas.

By Order,

E.R. ST. A. DAVIES.

Government Secretary.

Government Office,  
Isle of Man.

15th June, 1962.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that proper record-keeping is essential for the integrity of the financial system and for the ability to detect and prevent fraud. The text also notes that records should be kept for a sufficient period to allow for a thorough audit.

2. The second part of the document outlines the specific requirements for record-keeping. It states that all transactions must be recorded in a clear and concise manner, and that the records must be accessible to all authorized personnel. The text also mentions that records should be stored in a secure and protected environment to prevent loss or damage.