Newsletter Tagging Cheat-Sheet

> Use this sheet every time you upload a newsletter.
> Pick the tags that match the *specific compliance topic*.
> Everything else (India, CSOs, compliance) is already assumed.

1. Core Compliance Tags

Use these most often.

- **FCRA**
- **CSR**
- **Income Tax**
- **Fund Accounting**
- **Grant Management**
- **Donor Due Diligence**
- **DPDP Act**
- **Social Security Laws**
- **Risks and Controls**

2. Optional Add-On Tags

Use only when the newsletter clearly fits.

- **Regulatory Updates**

For new laws, rule changes, notifications, circulars, amendments, transitions (e.g., Income Tax Act 2025).

- **Governance & Board Duties**
  For trustees' roles, conflict-of-interest, minutes, resolutions, accountability.

- **Financial Reporting**
  For audits, Form 10B/10BD, utilisation certificates, accounting standards, financial statements.

3. How to Use This Sheet

- Identify the main compliance topic → pick **1–3 core tags**.
- If the newsletter talks about changes, updates, or governance matters → add **one optional tag**.
- Avoid tagging everything — keep it clean so future search works well.

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