

**CIRCULAR No. 07/2015**

**Sub: Motor Vehicles Department-Certificate of fitness of transport vehicles-  
Inspection of vehicles-Procedure revised-Order issued**

**Ref: 1. Circular No. 12/98 dated 27-05-1998  
2. Circular No. 22/14 dated 22-11-2014**

Attention is invited to the above reference. Vide reference cited, directions were issued regarding inspection of vehicle for fitness certificate. In supersession of the circular 12/98, the following directions are issued for strict compliance.

- (1) Vehicles which are not older than 20 years will be jointly inspected by a team of one Motor Vehicles Inspector and one Assistant Motor Vehicles Inspector. Both the officers shall sign all the documents concerned;
- (2) Vehicles which are more than 20 years old shall be inspected in the office under whose jurisdiction the vehicle is registered at present by a team consisting of one Joint Regional Transport Officer/Regional Transport Officer who is technically qualified and one Motor Vehicles Inspector of the office concerned. If technically qualified Joint Regional Transport Officer is not available in the office, help from the technical Joint Regional Transport Officer of the nearest office shall be sought without creating any kind of inconvenience to the public. Both the officers will sign all the documents concerned;
- (3) Fitness inspection of a vehicle which is more than 20 years old can be conducted at a computerized vehicle testing station and for which norms prescribed vide Serial No.2 shall not be applicable;
- (4) In respect of vehicles which are defective, CFRR shall be prepared on the spot and signed by the officer/officers concerned;
- (5) The certificate shall be issued only after rectification of defects, if any, recorded by either of the officers of the inspection team;
- (6) In respect of the two categories of vehicles described above, super checks shall be conducted by superior officers at random as follows:
  - (a) A technically qualified Regional Transport Officer/Joint Regional Transport Officer will conduct super check in the case of vehicles which are not older than 20 years;
  - (b) A technically qualified Deputy Transport Commissioner shall conduct super check of vehicles irrespective of their age;
  - (c) Joint Regional Transport Officers, Regional Transport

Officers and Deputy Transport Commissioners who are not technically qualified shall undertake super check with the help of a subordinate officer who is technically qualified;

- (d). The Senior Officer who conducts super check will sign the certificate of fitness in the R/C Book. All super checking officers shall maintain a record of such vehicles and submit report in their diaries to the Transport Commissioner;
- (7). Fee for certificate of fitness shall be remitted through online or through the office concerned;
- (8). On inspection, if a vehicle is found fit, the certificate of fitness shall be issued on the same day ;
- (9). Officers who are members of inspecting teams are prohibited from associating with unauthorised persons in the process of inspection of the vehicles;
- (10). In the case of newly registered vehicles direction issued vide Circular No. 22/2014 shall be complied.

All the officers are directed to implement the above order in its true spirit. This circular shall come into force from 01/04/2015.

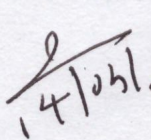
Sd/-  
Transport Commissioner

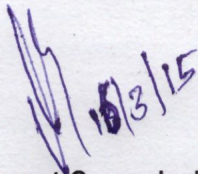
To

All Deputy Transport Commissioners  
All Regional Transport Officers  
All Joint Regional Transport Officers

Approved for issue

Senior Deputy Transport Commissioner  
(Taxation)

  
14/03/15

  
16/3/15