

7. Teams will be re-constituted with different Officers every month.

8. In districts having more than one team, the dates on which each team will conduct tests at various testing grounds will be ordered by the Regional Transport Officer in order to avoid continuity of a team at a testing ground.

9. Application for driving licence along with photo copy of learner's licence and a self addressed envelop (with stamps required for registered post) will be received in the Office of the Regional Transport Officer by Registered post alone. All the applications received on a particular date will be entered in a register in the alphabetical order (English) of names of candidates.

10. A candidate will have the option to remit the fee either (a) at the time of applying for the learner's licence or (b) at the counter in the Office or (c) with the Officer concerned at the testing ground.

11. On receipt of applications in the Office of the Regional Transport Officer, candidates will be assigned testing ground and date (future date of not less than 15 days interval), according to the order of seniority in the register and a communication to that effect sent to the candidate by registered post using the envelop already received from the candidate.

12. On completion of the driving tests, those candidates who have passed the test will be issued with an acknowledgement mentioning the due date and the office concerned for collection of the driving licence in person.

13. In case the driving licence is not collected in persons on the due date, it will be despatched to the addressee by registered post after the expiry of the next day.

14. At all the testing grounds, tests will commence at 8.30AM. No candidate who has passed the test will be allowed to leave the testing ground before 11.0 A.M. (in order to enable super checking as prescribed hereafter).

15. Super check at the testing ground will be conducted by Joint Regional Transport Officers and above (technically qualified) in respect of vehicles other than Heavy Motor Vehicle and by Regional Transport Officer and above (technically qualified) in respect of Heavy Motor Vehicle. Superchecking officers will make appropriate entries in the register against the serial numbers subjected to super check.

16. Super check, if any, by the Vigilance Cell of this department and surprise check by officers of the Vigilance and Anti-Corruption Bureau should also be conducted before 11.30 A.M.

All Officers are instructed to realise the importance of issue of driving licence and the need for systematic and rigorous tests and to ensure that the above instructions are implemented properly so that the quality of driving improves and rate of road accidents reduces.

Receipt of this Circular will be acknowledged. Tests according to the revised procedure will commence on 20.7.1998.

[Handwritten signature]

K.J. Joseph, I.P.S.,
Additional Director General of Police,
Transport Commissioner.

To

214 *216*

All Deputy Transport Commissioners/Regional Transport Officers/
Joint Regional Transport Officers of Sub R.T. Offices/motor
Vehicle Inspectors of Check posts.

Copy to: CA to TC, Addl. TC, Secy. SPA and Sr. LTC (Taxation)

s.a.2.6.98

Encl NO: AT 28357 PCL/98 dd: 17/6/98

Copy forwarded to MVD, Amul and X-ROD
for further action.

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