

CIRCULAR NO.17/2013/TC

Sub:- TC – Estt – Posting of officials at various check posts - Guidelines and Instructions Issued

Ref:- 1. G.O. (MS) No.32/2012/Trans dated 05/06/2012

2. This office Circular No.08/2012/TC dated 24/08/2012

As per the circular read as 2<sup>nd</sup> paper above detailed guidelines and instructions for posting of officials at the various check posts of this department have been issued in supersession of all the existing orders and guidelines issued in the matter. It has come to the notice of this office that the guidelines and instructions prevailing are being violated from some quarters thereby resulting unnecessary disturbance and dislocation of officials for performing official duties as well as discharging the responsibilities and functions to be exercised by them. In the circumstances the following further guidelines and instructions are issued for compliance with immediate effect:

1. Duty time of officials posted to the various check posts are prescribed as follows:

1	Motor Vehicle Inspectors	:	24 hours duty. Physical presence on duty in the check posts atleast from 09.00 A.M. to 06.00 P.M.
2	Assistant Motor Vehicle Inspectors	:	12 hours duty at a time on rotation basis
3	Office Attendants	:	12 hours duty at a time on rotation basis

2. No officials will be allowed to attend the duty in a station beyond their normal duty time as mentioned above. On completion of the duty time substitute will take over charge on rotation basis. Under no circumstances continuance of officials in the Check Posts beyond their normal duty time as mentioned above will be allowed.
3. As the posts required for Check Posts and Enforcement Wing are specifically created at the Regional Transport Offices concerned, posting of officials to the Check Posts and Enforcement Wing should be ordered only from among the officials deployed at the Regional Transport Offices concerned. No officials to be posted to Check Posts or Enforcement Wing either on working arrangements basis or on any other *ad hoc* arrangements from any other offices.
4. All officials posted for check post duty including Office Attendants, Drivers etc should wear khaki uniform and the name and designation of the officials should be displayed properly for identification purpose.

5. As per the G.O. 1<sup>st</sup> cited posting of officials to the Check Posts are to be ordered only by this office except in respect of exigencies as mentioned in para 8 of the Circular 2<sup>nd</sup> cited. Any *ad hoc* arrangements either on working arrangement or any other temporary posting ordered by any subordinate authority should be cancelled with immediate effect and they should themselves ensure that the officials posted by this office are properly working in the place of station to which they have been ordered to be posted by this office.

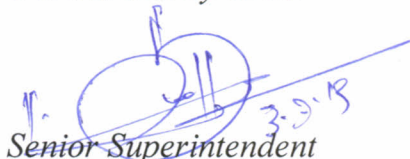
The Deputy Transport Commissioners/Regional Transport Officers/Joint Regional Transport Officers of Sub Regional Transport Offices concerned will be held personally responsible for any lapse for the implementation of the above orders and instructions.

Sd/-  
**RISHI RAJ SINGH, I.P.S.**  
**TRANSPORT COMMISSIONER**

To

1. All Regional Transport Officers
  2. All Joint Regional Transport Officers of Sub Regional Transport Offices
  3. All Deputy Transport Commissioners
  4. The Joint Transport Commissioner & Secretary, State Transport Authority and Joint Transport Commissioner (Enforcement), TC
  5. The Senior Deputy Transport Commissioner, TC
  6. Stock File and Office Copy
- Copy to: 1. The C.A. to the Transport Commissioner  
2. The C.A. to the Senior Administrative Officer, TC  
3. The Senior Finance Officer, TC  
4. The Senior Law Officer, TC

*Forwarded/By Order*

  
*Senior Superintendent*