

No.C1/7416/TC/98.

Head Office,  
Motor Vehicles Department,  
Thiruvananthapuram,  
Date:5-8-1998.

CIRCULAR NO.24/98

Sub:- Motor Driving Schools - Inspection - Instructions  
issued.

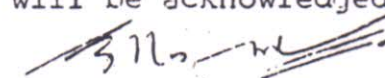
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It is noticed that the conditions stipulated in 1989 Central Motor Vehicles Rules 24 and 27 are not being adhered to by many licensees of Motor Driving Schools. This adversely affects the standard of training imparted by such schools.

Therefore, it is decided that all licensed Motor Driving Schools will be periodically inspected by officers of the rank of RTC/Joint RTO/MVI. With a view to achieve uniformity in inspections, a Check List is prescribed as appendix ~~AAA~~ 'A' to this Circular. A copy of the Check List should be enclosed to the Show Cause Notice, if any, issued to the licensee proposing to revoke the licence. A proforma for issue of Show Cause Notice is prescribed as appendix 'B' to this Circular. The time allowed for submission of explanation may not be less than 7 days and not more than 15 days.

It is expected that all Motor Driving Schools will be inspected from time to time and remedial steps taken so that well equipped schools are encouraged and the others given opportunity to attain the required standards.

The receipt of this Circular will be acknowledged.

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

To

All Zonal Deputy Transport Commissioners.  
All Regional Officers.  
All Sub Regional Officers.

Copy to: CAS to TC/Addl.TC/Secy, STA/Sr. DTC(T)/SF

INSPECTION OF DRIVING SCHOOLS/ESTABLISHMENTSCHECK LIST

(Section 12 of M.V. Act, Rule 24, 27 and 28 of Central Motor Vehicles Rules)

Inspection Report

1. Name of Officer who inspected :
2. Date and time of Inspection :
3. Name of the School/Establishment, with Licence Number :
4. Name of Licence Holder :
5. Address of the licensed premises :
6. Classes of vehicles in which instructions are imparted :
7. Registration number of vehicles used for training :
8. School Premises, inspected
  - (a) Details of premises with house No., Ward No, etc. :
  - (b) Whether owned, leased or hired. :
  - (c) Adequacy of space for conducting lecture & demonstration :
  - (d) Parking space for vehicles meant for giving instructions :
9. Apparatus, Equipments and other requirements; (specify whether maintained or not maintained)
  - i) Motor Vehicles of each type fitted with dual control :
  - ii) Black Board :
  - iii) Road Plan Board :
  - iv) Traffic sign chart :
  - v) Chart on automobile signals and signals given by traffic controllers :

- vi) Service chart showing all components of motor vehicles :
  - vii) Engine, gear box, brake shoe and drums. :
  - viii) Puncture kit with tyre lever :
  - ix) Spanners :
  - x) Driving instruction manuals :
  - xi) Benches/chairs, table and work bench. :
  - xii) Books on automobile mechanism Driving, road safety, traffic regulations and laws relating to motor vehicles and related subjects. :
  - xiii) First Aid Box :
10. General conditions to be observed by licence holder with reference to Rule 27, :
- i) Register in Form 14 (alphabetical List of names of students admitted during the year) :
  - ii) Register in Form 15 (records showing the number of driving hours spent every day) :
11. Registration Nos. of vehicles inspected. :
- (b) Name of instructor actually found. :
  - (c) Qualifications (as claimed by him) :
  - (d) Signature of the instructor :
  - (e) Names of trainees found in the vehicle :
  - (f) Place at which checked :
  - (g) Date and time of check :

Signature of Licencee/representative

Signature  
(Name and Designation)

Signature of witnesses: 1.



BY REGD POST WITH A.D.

No.

Office of the  
Regional Transport Officer,

Dated:

SHOW CAUSE NOTICE

Sub: Motor Driving School Licence  
Inspection - show cause notice issued.

Ref: Report of Inspection dated ..... by  
Joint RTO/MVI .....

This licensing authority has granted Motor Driving  
School Licence No..... date ..... (valid upto  
.....) in the name .....  
..... situated at .....

As per the provisions of Sub Rule (3) of Rule 24  
and Rule 27 of the M.V.Rules 1989, the holder of a Motor  
Driving School Licence shall maintain the premises of  
the School, apparatus, equipments and other requirements  
in the prescribed manner.

The Joint RTO/MVI ..... has  
carried out inspection of the premises of your Motor  
Driving School/Checked the vehicle(s) bearing registrat-  
ion No. .... while imparting instructions to  
the trainees on (date) ..... It is found that  
you have failed to comply with the requirements specified  
in sub rule (3) of Rule 24 and Rule 27 of the CMV Rules  
1989 (as per check list enclosed).

Under the above circumstances, you are directed to  
show cause within ..... days from the date of receipt  
of this notice as to why the licence should not be revoked  
under Rule 28 of the CMV Rules. You are also given an  
opportunity of being heard within the said period if you  
so desire. If no explanation is received within the said  
period, it will be presumed that you have no explanation  
to offer and the licence will be revoked without further  
notice.

Licensing Authority/  
Regional Transport Officer  
.....

To