

MIT-5/8303/TC/2012

**MOST URGENT**

Transport Commissionerate,  
Kerala, Thiruvananthapuram  
e-mail: tcoffice@keralamvd.gov.in  
Dated: 24/04/2015

From

The Transport Commissioner,  
Thiruvananthapuram

To

All Deputy transport Commissioners  
All Regional Transport Officers  
All sub Regional Transport Officers

Sir,

Sub: - Motor Vehicles Dept. -Collection of compounding fee-Charge memo issued through Camera Surveillance System - Payment Service Module- - reg.

Ref: - 1) This officer letter of Even number dated 13/11/2013 & 17/10/2014  
2) DO letter of Even number dated 13/06/2014

Attention is invite to the reference cited above. A web based application software Payment Service Module (PSM) for collection of compounding fee and managing of Check Reports issued through Automated Enforcement System has come into effect form 1<sup>st</sup> January 2014 in all offices. After the implementation of this module the Check Reports generated through the Automated Enforcement System are closed automatically as the compounding fees are collected through this software. This type of Check Reports can be closed only through this module.

As per DO letter referred 2<sup>nd</sup> above all offices were directed to issue reminder letter on pending charge memos issued through camera surveillance system. The reminder letter can be generated through PSM. The Registering Authority concerned shall issue reminders to the defaulters coming under their jurisdiction. This work has also been included in the Saturdays arrear collection works.

It is noticed that there is slackness on the part of RTOs/SRTOs on issuance of reminders on un paid charge memos. At present 35% of the total charge memos issued are remains un paid. In this regard All RTOs and SRTOs are directed to take special attention to issue reminders and to take appropriate action to realize the un paid charge memos. The RTOs/ Jt.RTOs shall keep the statistics of reminders issued and action taken to realize the un paid charge memos

The DTC Concerned shall conduct periodical inspection to verify the action taken for the realization of un paid chargemeos of the office in his jurisdiction

The DTCs are also directed to submit a status report on the action taken by the RTOs/Jt. RTOs for the realization of the amount held up on unpaid charge memos on or before 15/05/2015

Yours faithfully,



Transport Commissioner

