

Transport Commissionerate, Kerala,
Trans Towers, Thiruvananthapuram
Dated:25.09.2009

The Transport Commissioner,
Thiruvananthapuram.

The Regional Transport Officer
Palakkad

Sub: Motor Vehicles Department- Estt- alternate arrangements before sanctioning leave- strict implementation-reg:-

I am to invite attention to the reference cited and to inform that you should have made alternate arrangements before sanctioning 10 days casual leave at a stretch to Sri.P.M.Mohammed Najeeb , Joint RTO, Alathur and then requested the Headquarters to post substitutes. This is not satisfactory and should not be repeated.

Yours faithfully

N. Sazgulina

Senior Administrative Officer
For Transport Commissioner

Copy to: All DTCs, RTOs and Joint RTOs for compliance.