

Proceedings of the Transport Commissioner, Kerala  
(Present: **RAJEEV PUTHALATH**)

Sub:	Motor Vehicles Department – e office filing system - Notice board – Publishing – e mail intimation - Departmental admin nominated – Orders issued.
Read:	1.Government Letter No. 15440/B3/2013/Tran Dated. 12-12-2013 2. Circular No 23/2016 dated 21/07/2016. 3. E-mail from NIC e-office PMU for Directorates dated 29/11/2016.
Order No.                      Dated . 22/01/2018	

The Government vide paper 1<sup>st</sup> read above, had given direction to implement "e-Office" developed by National Informatics Centre (NIC) in Motor Vehides Department.

The e-Office filing system is a product that is aimed to improve the government functioning through more efficient, effective and transparent transactions and processes in a virtual paper-less environment.

As per paper read 2<sup>nd</sup> above, Department has issued guidelines to be followed while implementing e-office filing system.

As per paper read 3<sup>rd</sup> above the NIC e-office, PMU for Directorates had requested nomination of an employee from Motor Vehicles Department to assign admin privilege for publishing Government Orders/Circulars/Office Orders in the notice board of the e-office Department Portal.

Hence, Shri Rajeshkumar Williams, Senior Clerk, Transport Commissionerate is assigned the admin privilege for publishing Government Orders/Circulars/Office Orders pertaining to the entire Department (not individual offices) in the notice board of e-Office filing system.

All Controlling officers, Head of offices are informed that any matter, of nature as mentioned above, to be published in the notice board of e-Office filing system shall be communicated to Shri Rajeshkumar Williams, Senior Clerk, Transport Commissionerate through e-mail

  
**RAJEEV PUTHALATH**  
**JOINT TRANSPORT COMMISSIONER**

To,

- 1) The incumbent.
  - 2) State Informatics Officer, National Informatics Centre (NIC)
- Copy to (via e-mail),  
Sri Ajith Brahmanandan, Technical Director, NIC  
All zonal Deputy Transport Commissioners  
All Regional Transport officers  
All Joint Regional Transport Officers

All Motor Vehicle Check Posts for information

Assistant Transport Commissioner, Transport Commissionerate

Sri Anirudhan S, System Supervisor for information and necessary action

All Section Superintendents of Transport Commissionerate for information and necessary action

NOTED  
3/3/2018  
JOINT TRANSPORT COMMISSIONER