

No.RT-11036/56/2019-MVL
Government of India
Ministry of Road Transport and Highways

Transport Bhawan,1, Parliament Street, New Delhi-110001.

To

Dated The 21st October, 2020

1. The Principal Secretaries/ Secretaries, Departments of Transport of all the States / UTs
2. The Transport Commissioners of all the States/UTs.

Subject: Replacement of High Security Registration Plates in case of damage.

Sir/Madam,

It has been brought to the notice of the Ministry for issues pertaining to the damage/breakage of a single or all High Security Registration Plates (HSRP).

2. In this connection, replacement of damaged High Security Registration Plates be carried out as under :-
 - i. For a two wheeler, in case of damage to one HSRP, single HSRP (front or rear) be replaced and payment be taken for one HSRP only.
 - ii. For the vehicles where 3rd registration plate/sticker is applicable, in case of damage to one Metal HSRP, single HSRP along with 3rd registration plate/sticker be replaced and charges be taken for one Metal HSRP and 3rd registration plate/sticker only.
 - iii. For the vehicles where 3rd registration plate/sticker is applicable, in case of damage to both the Metal HSRP, both the metal HSRP along with 3rd registration plate/sticker be replaced and charges be taken accordingly.
 - iv. Where 3rd registration plate i.e. only the sticker is damaged, only 3rd registration plate i.e. the sticker be replaced and charges be taken for 3rd registration plate/sticker only.
 - v. Updation of information with respect to replacement with the reason in the VAHAN software shall be carried out by the Authorised Dealer/vendor designated by OEMs or State.
 - v. The replacement for any existing registration plate may be made by the motor vehicles dealers or the authorised high security registration plate manufacturer or supplier, only after ensuring that the old plate has been surrendered and shredded. The destruction of the registration plate shall be carried out by registration plate issuance agency before allotment of new registration plate. The destruction records shall be generated with suitable evidence and linked /stored electronically in the database and shall be made available to competent authority as and when required.

In case of lost / theft of registration plate, FIR should be filed with police station by the vehicle owner and copy of the FIR must be submitted to registration plate issuance agency to maintain the record.

3. Proper record of the damaged HSRPs be maintained.

Yours faithfully,



(S.K Geeva)

Under Secretary to the Govt. of India

Tel/Fax: 011-23739074

Email: geeva.sk@gov.in

Copy to :

Sh Gautam Ghosh, DDG, NIC for information and n/a