

**PROCEEDINGS OF THE SENIOR ADMINISTRATIVE OFFICER
TRANSPORT COMMISSIONERATE, THIRUVANANTHAPURAM**

(PRESENT: Sri. K. Baburaj)

Sub: Motor Vehicles Department- Estt-2nd Session of the 14th Kerala Legislative Assembly-
Re-Constitution of Cell- modified Orders issued

Ref: 1, Govt letter No. E.861177/A2/2016/Trans Dated 19/09/2016

2, Proceedings of even no Dated 22/09/2016

Order No. A5/1919/TC/2013 Dated:24/09/2016

The 2nd Session of the 14th Legislative Assembly is due to commence from 26/09/2016 onwards. For answering LA interpellation promptly a Cell has been constituted with The Senior Deputy Transport Commissioner (Taxation) as Nodal officer , vide reference (2) cited, The same is modified with the following changes.

Sl No	Name of Employee	Designation	Phone No
1	Sri. Suresh Kumar V K	Nodal Officer(Sr. DTC, Taxation)	8547639090
2	Dr. P. M. Muhammad Najeeb	Assistant Nodal Officer(ATC)	8547639100
3	Sri. Shaji P M	Assistant Nodal Officer (RTO(E), SZ, TVPM)	9447050789
4	Sri. Viji V J	Senior Superintendent	9495944335
5	Sri. Prabhash	Senior Clerk	9495594882
6	Sri. Pradeep Kumar V S	Senior Clerk	9995239900
7	Sri. AnilKumar	Lower Division Typist	9747968135
8	Sri. Vipin Kumar P S	Selection Grade Typist	9645770769
9	Sri. Suresh Kumar V K	Driver	9946524620
10	Sri. T Manoharan	Driver	9495555992
11	Natarajan	Office Attendant	9744863103

2, On all days in which the Transport Minister has to answer the questions, ie, on 30/09/2016,07/10/2016,21/10/2016,28/10/2016 & 04/11/2016, the ATC and RTO (E) in turn shall be available in office from 07.30.A.M onwards. Senior DTC (Taxation) and JTC will be present at the Assembly Complex with all necessary details to assist the Hon'ble Transport Minister.

3, Each Section Superintendent will give personal attention to answer the questions within the time limit and Assistant Motor Vehicles Inspectors in this office will present on all days till the end of the Assembly Session.

4. The Fair copy Superintendent will distribute the typing work to the typists in the fair copy section. Typists selected in the above team shall not leave the office without permission of Fair Copy Superintendent.

5. Sri. Manikandan.R, Selection Grade Typist will hold the additional charge when any typists in the team is absent. He shall be available in office for assisting the team.

6. It will be the responsibility of the Cell to ensure that the details for answering Legislative Assembly Interpellation are sent with correct details well in advance. The Cell will keep the contact telephone numbers including mobile numbers of all the members of the Cell as well as Liaison officers

of subordinate offices. Department vehicle K1 01 AV 5347 is allotted for the Cell and this vehicle shall exclusively be used for this purpose. Sri. Nikhil Scaria, MVI of TC'squad will ensure the availability of vehicle..

7. The Senior Deputy Transport Commissioner (Taxation) will ensure that the Clerk is available along with Typist and Driver, on all days in which the Assembly is in session, at Transport Commissioner's Office from 08. A. M until the Legislative Session is completed. On each working day Supervisory Officer , Section Clerk and Typists should be available in office beyond office-hours to ensure that replies are sent promptly.

8. All AMVIs ,MVIs and above shall be available on mobile phone on all days during the Assembly Session, and in case any officer fails to attend the call, disciplinary action will be initiated without any further notice

Sd/-

**Senior Administrative Officer
For Transport Commissioner**

- To**
1. The persons concerned)
 - 2, CA to JTC & Sy.STA
 3. CA to Sr. DTC
 4. All section Superintendents
 5. All Sections controlling officers in TC Office.
 6. RTO, Enforcement, SZ, Thiruvananthapuram.
 7. Joint RTO, SZ, Thiruvananthapuram.
 8. Secretary STA, Transport Commissionerate.
 9. All AMVIs, Transport Commissionerate.
 10. SF / OC

Copy To:- 1, The CA to Transport Commissioner

- 2, All DTCs, RTOs and SRTOs with direction to form LA Interpellation Cell in each office to attend the Interpellation and to furnish the reply well in advance. The names and mobile number of the officers so deployed shall be furnished to the Cell at TC Office immediately

Approved for issue


Senior Superintendent