

No.M-IT4/395/TC/2003

Transport Commissionerate
Kerala Thiruvananthapuram.
Dated: 26-09-2007.

From

The Transport Commissioner
Thiruvananthapuram.

To

1. All Deputy Transport Commissioners
2. All Regional Transport Officers/ Joint R.T.Officers of Sub Offices.

Sir,

Sub: - Motor Vehicles Dept - Computerisation under FAST project - Upkeep of the offices - reg.

Ref: - Nil.

It is reported that the electric and networking cables in many offices are eaten by rats resulting in disruption of normal functions of the offices. It is found that the reason for this problem is keeping files and other materials and having food in the work station.

Hence it is directed to keep the work station clean and neat. The office files should not be piled up on the computer tables and they must be kept in cupboards only.

You are also directed to provide one workstation each for the System Supervisors/Asst. System Supervisors engaged by M/s.ECIL.

Yours faithfully,
Sd/-
Transport Commissioner