

**Proceedings of the Transport Commissioner , Kerala
(Present: Rishiraj Singh, I.P.S)**

Sub:-	Motor Vehicles Department- Purchase & Disposal of Equipments (ICT & Office), Vehicles – Formation of Departmental Committee & Section – Orders Issued.
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Read:-	1. G.O. (Rt) No. 247/2010/Trans dated. 24-06-2010 2. G.O (Rt) No. 5580/2010/Fin Dated. 17-07-2010 3. G.O.(Rt) No. 45/2012/ITD Dated. 10-02-2012 4. G.O (P) No. 3/2013/SPD Dated. 21-06-2013 5. Order No. M-IT4/ 28901/TC/2013 Dated. 07 -12-2013 6. G.O(Ms) No. 01/2014/Env't Dated. 01-01-2014
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Order No. M-IT4/28901/TC/2013 Dated. 05-06-2014

All the offices in the Department are purchasing new equipments and disposing unserviceable equipments, vehicles etc, based on Government Orders and Circulars. Lack of guide lines and control is causing confusion and delay in purchase and disposal process. Hence all the officers concerned are directed to form (a) a Departmental Committee (b) form a section exclusively for the purchase, bill payment, maintenance and disposal in all the offices. The Committee shall recommend the purchases by following the Store Purchase Manual, various Government Orders and Circulars related to purchase/disposal and take advice if necessary from technical experts. The Departmental Committee shall be formed as follows:

Departmental Committee (Transport Commissionerate)	
Joint Transport Commissioner	Convenor
Sr. Administrative Officer	Member
Sr. Finance Officer	Member
Asst. Transport Commissioner	Member
Technical Experts (MVI/SSG)	Member
Representative from State e-Mission Team (SeMT)	Member
System Supervisor	Member

Departmental Committee (Sub Offices)	
Head of Office	Convenor
Sr. Superintendent / Jr. Superintendent / Head Clerk/ Head Accountant	Member
Technical Experts (MVI / SSG)	Member

sd/-
Transport Commissioner

To :

The Principal Consultant & Head, State e-Mission Team (SeMT)
T.C 25/3436, Uppalam Road, Statue, Thiruvananthapuram – 695001

Copy to:

1. All Deputy Transport Commissioners, Regional Transport Officers and Joint Regional Transport Officers for necessary action within one week of receipt of this proceedings and forward a compliance report.
2. Sr. Administrative Officer for necessary action within one week of receipt of this proceedings.
3. C.A to TC, C.A to JTC, C.A to JTC (E), C.A to DTC (Taxation), Sr. Finance Officer, Law Officer, Statistical Officer, Asst. Transport Commissioner, Accounts Officer for information.

Approved for Issue

[Signature]
5/6/2014

Senior Superintendent

RJ
5-6-14