<table>
<tr><td colspan="2">Proceedings of the Transport Commissioner
(Present: Sri. S Sreejith I P S)</td></tr>
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Sub:-	Motor Vehicles Department-SSG–Vahan Support Team (Vahan Sub-Group/Group Leaders) – Constituted proceedings –issue of -Reg
Read:-	1. Order No. SSG2/34/18-TC Dtd. 17.05.2022

<table>
<tr><td>Order No.SSG 2/34/2018/TC Dated. 04/07/2022</td></tr>
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Parivahan software has been implemented in Kerala from 2019 and we could bring a considerable quality up-gradation in services of Motor Vehicles Department, Kerala. Many of the services that are introduced recently could gain public acceptance and appreciation. This is because of the collective and seamless effort of the entire Motor Vehicles Department Team. However, we are still on our endeavor to make services more public friendly and easily accessible by the integration of technology.

The roll out and coordination of Parivahan Programme in Kerala are mostly done by a team constituted for the purpose and they could effectively plan, implement and monitor the initial phase of implementation. We hereby acknowledge the contribution of each of vahan team members.

Parivahan implementation is a continuous-cyclic process; in which there is always a scope for further refinement. We have analysed and collate various responses received from Government; Public & Staff team and observed that the issues pertaining to the software are three fold in nature; like:

Program Related;

Process Related and

Practice Related

The current practice is to escalate programme related issues to NIC Delhi team (through State NIC Team) for necessary correction in software; Process related issues to Vahan Higher Level Team for correction in process flow and/or amendment in respective Laws/Rules. Maximum efforts have been put in place for addressing practice deficit by way of capacity building initiatives. Now, we are in a juncture of Parivahan implementation which demands more focus and convergence in various fields. Thus, we are planning to constitute different thematic teams with a view to work as a catalyst for the overall implementation of Parivahan programme in the State of Kerala by expanding Team Parivahan – Kerala with various support groups. Specific role of these teams are:

1. To improve user experience in three levels – Government, Public and MVD Team,
2. To bring about quality and desired technical outputs; including trouble shooting of various common issues
3. To suggest various ways in which software can be modified as per timely requirements.

Hence, for facilitating effective and smooth implementation of Parivahan in Kerala and also as per the directions contained in the proceedings of Transport Commissioner, Kerala (Ref. cited 1 above), we are formulating 7 thematic teams with a view to achieve aforesaid objectives as given below:

1. Vahan Office Module

Sl. No.	Name of Officer	Role	Designation	Office
1	**Sri. Anoop S.P.**	**Group Leader**	**AMVI**	**SRTO Kondotty**
2	Sri. Sanalkumar V	Member	MVI	DTC Kozhikkode
3	Sri. Biju K.G.	Member	MVI	SRTO Aluva
4	Sri. Vinodkumar K.	Member	SS	RTO Kasaragod
5	Smt. Archana V.	Member	JS	RTO Ernakulam
6	Sri. Manoj T.T.	Member	HA	SRTO Kothamangalam
7	Sri. Sabarish Padmakshan	Member	Clerk	RTO Kozhikkode
8	Sri. Diljith N.	Member	Clerk	SRTO Chengannur
9	Sri. Sheeji D.K.	Member	AMVI	SRTO Iritty
10	Sri. Manuraj R.	Member	PRO	SRTO North Paravoor
11	Sri. Jain K. Joseph	Member	Sr. Clerk	SRTO Nanmanda
12	Sri. Sumesh P	Member	HA	DTC Kozhikkode
13	Smt. Yamini	Member	PRO	RTO Pathanamthitta

2. Module for Check Post

Sl. No.	Name of Officer	Role	Designation	Office
1	**Sri. Arunkumar S.M**	**Group Leader**	**MVI**	**SRTO Udumbanchola**
2	Sri. Arun C.D.	Member	MVI	SRTO Vandiperiyar
3	Sri. Vijayan M.	Member	MVI	SRTO Thaliparamba
4	Sri. Bineeshkumar K.M	Member	MVI	RTO(E) Alappuzha
5	Sri. Sheeji D.K.	Member	AMVI	SRTO Iritty
6	Sri. Anoop S.P.	Member	AMVI	SRTO Kondotty
7	Sri. Manuraj R.	Member	PRO	SRTO North Paravoor
8	Sri. Sabarish Padmakshan	Member	Clerk	RTO Kozhikkode

3. Tax & Permit Module

Sl. No.	Name of Officer	Role	Designation	Office
1	**Sri. John Philip**	**Group Leader**	**HC**	**RTO Kottayam**
2	Sri. Vinodkumar K.	Member	SS	RTO Kasaragod
3	Sri. Manuraj R.	Member	PRO	SRTO North Paravoor
4	Sri. John C F	Member	HA	RTO Thrissur
5	Sri. Sumesh P	Member	HA	DTC Kozhikkode
6	Sri. Biju K.G.	Member	MVI	SRTO Aluva
7	Sri. Sanalkumar V	Member	MVI	DTC Kozhikkode
8	Sri. Ratheesh	Member	PRO	RTO Ernakulam
9	Sri. Anoop S.P.	Member	AMVI	SRTO Kondotty
10	Sri. Manuraj R.	Member	PRO	SRTO North Paravoor

11	Sri. Sabarish Padmakshan	Member	Clerk	RTO Kozhikkode
12	Smt. Archana V.	Member	JS	RTO Ernakulam
13	Smt. Yamini	Member	PRO	RTO Pathanamthitta
14	Sri. Manoj T.T.	Member	HA	SRTO Kothamangalam

4. Module for Citizen Services & Fancy Module

Sl. No.	Name of Officer	Role	Designation	Office
1	**Sri. Biju K.G.**	**Group Leader**	**MVI**	**SRTO Aluva**
2	Sri. Sanalkumar V	Member	MVI	DTC Kozhikkode
3	Sri. Vinodkumar K.	Member	SS	RTO Kasaragod
4	Sri. Anoop S.P.	Member	AMVI	SRTO Kondotty
5	Sri. Manuraj R.	Member	PRO	SRTO North Paravoor
6	Sri. Sabarish Padmakshan	Member	Clerk	RTO Kozhikkode
7	Sri. Jain K. Joseph	Member	Sr. Clerk	SRTO Nanmanda
8	Sri. Ganesh	Member	Sr. Clerk	TC Office
9	Sri. Manoj T.T.	Member	HA	SRTO Kothamangalam
10	Sri. Diljith N.	Member	Clerk	SRTO Chengannur
11	Sri. Vijayan	Member	MVI	SRTO Thaliparamba
12	Sri. John C F	Member	HA	RTO Thrissur
13	Smt. Gopalika	Member	HA	RTO Pathanamthitta

5. Module on PUCC, Trade Certificate & Green Sewa(CNG).

Sl. No.	Name of Officer	Role	Designation	Office
1	**Sri. Arun C.D.**	**Group Leader**	**MVI**	**SRTO Vandiperiyar**
2	Sri. Ratheesh	Member	PRO	RTO Ernakulam
3	Sri. Anoop S.P.	Member	AMVI	SRTO Kondotty
4	Sri. Bineeshkumar K.M	Member	MVI	RTO(E) Alappuzha
5	Sri. Sabarish Padmakshan	Member	Clerk	RTO Kozhikkode
6	Smt. Archana V.	Member	JS	RTO Ernakulam
7	Sri. Sheeji D.K.	Member	AMVI	SRTO Iritty
8	Sri. Vijayan	Member	MVI	SRTO Thaliparamba

6. Module on STA Matters

All members as per Order No. SSG.2/249/2020-TC; Dtd. 03.03.2022 excluding those who are retired but replaced with new incubent/Senior superintendent in STA seat.

Roles and Responsibilities of support teams are as follows:

1. To reflect/trouble shooting on various thematic intervention areas arise from

various offices/ public time to time.

2. To reflect on topics/ areas which are assigned by the Team Leader, Parivahan, KeralaTo liaison between MVD Offices, SSG Cell, IT Wing of MVD, Kerala State NIC and line departments (C-DIT, C-DAC, KMWWB, Insurance Companies, e-Treasury etc) whenever required.

3. To suggest modifications required in process flow of each thematic area(s)To suggest ways in which the software can be more user-friendly for the public and/or staff team.

4. To suggest various ways in which services can be availed/offered with minimum system interactions.

5. To troubleshoot with issues escalated by users of Parivahan software.Group leader has to convene an online interaction with all team members on a weekly basis and report to SSG Cell, IT Division MVD with a copy to the Team leader Parivahan, Kerala in areas which needs immediate intervention.

Roles and Responsibilities – SSG & IT Division:

a. The overall co-ordination of Parivahan thematic groups will be done by SSG Cell & IT Division of Motor Vehicles Department.
b. They will assign areas/topics and the nature of intervention required by each of these groups.
c. They will consolidate the report of Group Leaders and escalate the same to the next level with specific plan of action.
d. They will ensure that the issues escalated are resolved in a time bound manner.

Sd/-
Transport Commissioner

Approved for Issue

Najeeb A K

| To: | All incubents through Head of office. |
| Copy to: | CA to TC, ADDL TC, JTC's, Sr DTC for information |

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