

M-IT2/1659/TC/01

Transport Commissionerate,  
Kerala, Thiruvananthapuram  
Dated: 17.05.2010

From

The Transport Commissioner,  
Thiruvananthapuram

To

All Deputy Transport Commissioners

Sir/Madam,

Sub: - Motor Vehicles Department – Backlog data entry by Kudumbashree –  
Instructions – reg.

Ref: - This office letter of even no. dated 03.02.2010.

Attention is invited to the reference cited wherein detailed instructions have been issued to be followed regarding backlog data entry work. In this regard, the Department has entered into an Memorandum of Understanding with the Executive Director, Kudumbashree on 24.04.2010. The work is to be completed within 3 months i.e., on or before 31.07.2010. All the Heads of Offices are strictly directed to digitize the undigitized records within this time frame itself as no further backlog work will be allowed. You are also directed to contact the local Kudumbashree units and provide complete support and infrastructure to the Kudumbashree personnel for smooth and early completion of work. A work completion certificate may be forwarded to the Kudumbashree Head Office (The Executive Director, Kudumbashree, 2<sup>nd</sup> Floor, TRIDA Rehabilitation Building, Medical College P.O., Trivandrum-11. Ph: 0471-2554714 / 15) and to this office for information.

Yours faithfully,

*[Handwritten signature]*  
17-5-10

Senior D.T.C & Secretary, STA  
For Transport Commissioner

- Encl: 1. Memorandum of Understanding  
2. List of Kudumbashree IT Units

*[Handwritten signature]*  
17/5/2010

Copy to: All Regional Transport Officers and Joint Regional Transport Officers (by e-mail)