

- iv) Setting forth the roles and responsibilities of all the staff and officers in physical as well as in computerised work processes, so that there is no ambiguity or overlapping in the performance of various roles and discharge of various responsibilities.
- v) Addressing infrastructural issues like land, building, secured spaces for detention of vehicles, designated places for inspection of vehicles for issue of Certificates of Fitness and testing of driving skills, computerization and networking of all the offices, use of latest available technologies, etc.
- vi) Assessing the manpower needs and distribution of manpower in the light of the volume of work at each office.
- vii) Full computerisation of the functioning of all the offices and check posts and introduction of on-line work processes by developing a website at the state level with links to and access from all the offices including check posts in relation to all necessary databases and the State Register with maintenance of the same.
- viii) Prevention of overloading of vehicles as well as curbing the movements of unauthorised vehicles.
- ix) Finalisation of jurisdictions of respective Motor Vehicles Offices depending on both the vehicle population and the revenue earnings, thereby justifying the expenses from the State exchequer.
- x) Redressal of public grievances.
- xi) Identification of further needs of the public.

**1.4. For smooth functioning of the Transport Directorate, West Bengal the following posts are hereby created:**

Additional Director ..... 2 (Two)

Joint Director..... 1 (one)

Deputy Director .. 5 (Five)

This has had concurrence of Finance Department, vide their U.O. No. Group P2/2014-2015/2630 dated 23/03/2015 read with U.O. No. Group P2/2015-2016/0019 dated 16/04/2015 as well



## GOVERNMENT OF WEST BENGAL

Transport Department  
Paribahan Bhawan  
12, R.N. Mukherjee Road, Kolkata- 700001

No. 4340-WT/TR/O/1E-243/2014

Dated 30.11.2015

### NOTIFICATION

**WHEREAS** the issue of integration of various activities in the massive operational infrastructure of the Transport Department spread all over the State of West Bengal has been under the active consideration of the Government for some time past;

**AND WHEREAS** the scenario of a phenomenal increase of the vehicle population, requires a proper single-body formation under the Transport Department to ensure effective control of affairs;

0And whereas in order to prevent overloading of vehicles, for generating more revenue for the State Exchequer and for enhancing the longevity of the roads also with the twin objective of monitoring the activities of the regional offices at the district / sub-divisional level and the Check Posts and imparting the best possible services to the public in a better manner, whereby all the regional Motor Vehicles Offices [RTO/ARTO offices, Check Posts & P.V.D., Kolkata (Public Vehicles Department, Kolkata) units] shall remain under the single umbrella, a comprehensive mechanism was being contemplated;

And whereas towards improvement of the work atmosphere and to serve the ends of better policy implementation, greater monitoring of employee performances and public service delivery and also better utilization of allotted funds, a Directorate under Transport Department would play an important role;

**AND WHEREAS** in fixing an optimum revenue mobilization target, collection of data and their analysis, etc., the feedback from such Directorate would help in future policy formulation in Transport Department;

**Subject:**  
*Transport Directorate and  
other important orders*

**NOW, THEREFORE**, the Governor is pleased to set up a Transport Directorate under the administrative control of the Transport Department having the following administrative and structural set up:

**1.1. ZONAL DIVISIONS OF THE DIRECTORATE**

The Transport Directorate, West Bengal, with its Head Quarters situated at Kolkata / its vicinity, the exact address of which will be notified separately and subsequently, shall have four Zonal offices - those for Kolkata, North, Central and South zones. The zonal jurisdictions shall be as follows:

- i. The Kolkata Zone shall cover Kolkata, i.e., the existing/proposed jurisdiction of the 4 PVD offices taken together;
- ii. The *North Zone* shall cover the districts of Cooch Behar, Alipurduar, Jalpaiguri, Darjeeling, 'Uttar Dinajpur, Dakshin Dinajpur and Malda (12 M. V. Offices in the 7 districts), i.e., the Jalpaiguri Division;
- iii. The *Central Zone* shall cover the districts of Hooghly, Burdwan, Purulia, Birbhum, Bankura, Paschim Medinipur and Purba Medinipur (21 M.V. Offices & 2 Check Posts in the 7 districts), i.e., the Burdwan Division; and
- iv. The *South Zone* shall cover the districts of North 24-Parganas (excluding Salt Lake, Lake Town and New Town areas), South 24-Parganas, Murshidabad, Howrah and Nadia (13 M.V. Offices in the 5 districts), i.e., the Presidency Division (excluding the areas as mentioned above).

The Motor Vehicles Offices in the district head-quarters and sub-divisional head-quarters are in existence and functional. The office space in each case shall continue being utilized for the functions under the said Directorate.

**1.2. THE POSTS IN THE TRANSPORT DIRECTORATE, WEST BENGAL**

- a) **DIRECTOR** - The Transport Directorate, West Bengal shall be headed by a Director. The post of Director shall be held by an IAS officer of the rank of Joint Secretary and he shall be accountable to the head of the Transport Department,

(Licence), Assistant Director (Registration), Assistant Director (Technical), etc. as well as the existing other levels of staff of PVD, Kolkata would continue as at present.

i) **CLERICAL CADRE / GROUP D STAFF OF THE DISTRICTS/ P.V.D.. KOLKATA**:- At present, the posts of Lower Division Clerk, Upper Division Clerk, Head Assistant, Peon, etc. in the Motor Vehicles Offices in the districts are held by personnel recruited / posted by the District Magistrates concerned. After formation of the Transport Directorate, West Bengal, such personnel would be recruited / posted by the Directorate. But presently the existing personnel would continue to hold the posts till their retirement/promotion/demise (if so happens in any event). In due course, these posts would be filled up by personnel appointed by the Transport Directorate, West Bengal on the basis of recommendations from Staff Selection Commission, WB and a separate common Gradation List would be maintained by the said Directorate in respect of the different cadres of such staff. Services of these staff would be transferrable anywhere within the State of West Bengal.

The same principle may apply in the case of P.V.D., Kolkata, *mutatis mutandis*.

**1.3. Accountability of the Director of Transport, West Bengal shall be to the head of the Transport Department, Government of West Bengal. Transport Directorate, West Bengal shall be responsible for the following tasks:**

- i) Effective management of all the Motor Vehicles Offices and providing time bound public services.
- ii) Implementation of Acts and Rules made thereunder like The Motor Vehicles Act, 1988; The West Bengal Motor Vehicles Tax Act, 1979; The West Bengal Additional Tax & One-Time Tax on MV Act, 1989; The Central Motor Vehicle Rules, 1989; The West Bengal Motor Vehicles Rules, 1989, etc.
- iii) Development of a work procedure manual, both in physical and digital forms, for the different work processes that are undertaken in all the offices thereby rationalising the work flows involved.

- e) **ASSISTANT DIRECTORS** - The Deputy Directors shall be assisted by Assistant Directors. There shall be 1 (one) Assistant Director (ex-officio) per district (while P.V.D., Kolkata will continue to have five Assistant Directors, see below) in the Band Scale of Pay Rs. 15600-42000/- (PB-4A) having corresponding Grade Pay of Rs. 5400/- (pre-revised scale No. 16). He shall furnish reports in respect of the district concerned covering financial expenditure against budgetary allotment/ financial sanctions and other issues to his higher authority and also proposals for future activities under his jurisdiction. The incumbents of existing posts of Regional Transport Officer in each of the district, would be given the additional charges of Assistant Directors and they shall be designated as R.T.O. & ex-officio Assistant Director. For such changed nomenclature of posts, they shall not receive any additional financial benefit. The said posts would serve as feeder to those of Deputy Director [non-WBCS(Exe.) category].
- f) **ADDITIONAL REGIONAL TRANSPORT OFFICERS** - The Additional Regional Transport Officers in the Band Scale of Pay Rs. 9000-40500/- (PB-4) having corresponding Grade Pay of Rs. 4400, would continue as per the existing structure and would assist the respective RTO & ex-officio Assistant Directors, under whom they would remain posted.
- g) **MOTOR VEHICLES INSPECTORS** - The existing Motor Vehicles Inspectors (Non-Technical) [in the Band Scale of Pay Rs. 7100-37600/- (PB-3) having corresponding Grade Pay of Rs. 3900/-] and Motor Vehicles Inspectors (Technical) [in the Band Scale of Pay Rs. 7100-37600/- (PB-3) having corresponding Grade Pay of Rs. 4100/-] would assist the RTOs / Additional Regional Transport Officers (ARTOs) in charge of an area / branch of the Directorate at the Sub-Divisional level/ District level. They would be entrusted with the same work as they are doing now.
- h) **OTHER OFFICIALS** - The existing official of the P.V.D., Kolkata, like Secretary (RTA), Assistant Secretary (RTA), PVO (Tax), Special Officer (Licence), Special Officer (Registration), Audit Officer, Law Officer, Administrative Officer, Assistant Director (Tax), Assistant Director (Enforcement), Assistant Director

Government of West Bengal. The present post of Director, PVD, Kolkata will become the post of Director, Transport, West Bengal. The other posts in the hierarchy shall be as follows:-

- b) **ADDITIONAL DIRECTORS** - The Director shall be assisted by two Additional Directors from the cadre of WBCS (Exe.) officers posted by Personnel & Administrative Reforms Department from the officers of the cadre of WBCS (Exe.) (senior members) having Band Scale of Pay of Rs. 28000-52000 (PB-4B) with corresponding Grade Pay of Rs. 7600. One Additional Director will be in exclusive charge of the Kolkata Zone or P.V.D., Kolkata (with four units), while the other Additional Director will have jurisdiction over the other zones.
- c) **JOINT DIRECTORS** - There shall be one Joint Director having Band Scale of Pay of Rs. 28000-52000 (PB-4B) with corresponding Grade Pay of Rs. 7600/- in each of the four zones and, except in the Kolkata Zone / P.V.D., Kolkata where he will work under the Additional Director-in-Charge, he shall be in-charge of the zone concerned. Three posts of Joint Director would be filled up by Personnel & Administrative Reforms Department from among the officers of WBCS (Exe.) and the remaining post of Joint Director would be filled up by promotion from among the Deputy Directors promoted as such from among the RTOs-cum-E.O. Assistant Directors [non-WBCS(Exe.) category].
- d) **DEPUTY DIRECTORS** - The Joint Directors shall be assisted by Deputy Directors to be posted under them in the ratio 1:2. That is to say, there would be 2 (two) Dy. Directors per zone and a total of 8 such posts. The posts of Dy. Director shall carry the Band Scale of Pay Rs. 15600-42000/- (PB-4A) having corresponding Grade Pay of Rs. 6600/- (pre-revised scale No. 17). Four posts of Dy. Directors would be filled up from among the members of the WBCS (Exe.) cadre posted by Personnel & Administrative Reforms Department and the other 4 posts would be filled up from among the RTOs-cum-E.O. Assistant Directors (non-WBCS category). The ratio of posting of Dy. Director [WBCS(Exe.) category] and Dy. Director [non-WBCS (Exe.) category] in each of the Zonal offices shall be 1:1.

19. S.D.O. \_\_\_\_\_
20. Treasury Officer \_\_\_\_\_ Treasury \_\_\_\_\_
21. P.S. to Hon'ble M.I.C., Transport Department, Government of West Bengal.
22. P.S. to the Chief Secretary, Government of West Bengal, Nabanna, 325 Sarat Chandra Chatterjee Road, P.O.- Mandirtala, District- Howrah, Pin- 711102.
23. R.T.O. \_\_\_\_\_
24. A.R.T.O. \_\_\_\_\_

Commissioner,  
Transport Department

**No. 3236-WT/TR/O/1E-243/2014**

**Date-14-07-2017**

***Copy forwarded for information and necessary action to :***

1. Sr. P.S. to the Pr. Secretary, Transport Department, Government of West Bengal.
2. Sr. P.A. to Additional Secretary, Transport Department, Government of West Bengal.
3. Sr. P.A. to commissioner (Budget Cell), Transport Department, Govt. of West Bengal.
4. P.A. to OSD & EO Special Secretary, Transport Department, Government of West Bengal.
5. P.A. to Special Secretary Transport Department, Government of West Bengal and Secretary, State Transport Authority, West Bengal.
6. P.A. to Joint Secretary, Transport Department, Government of West Bengal.
7. P.A. to Chief Nodal Officer (Projects), Transport Department, Govt. of West Bengal.
8. Statistical Officer, Transport Department, Government of West Bengal.
9. Law Officer(s), Transport Department.
10. Law Officer(s), Transport Department.
11. Nodal Officer(s), Transport Department.
12. Nodal Officer(s), Transport Department.

Commissioner,  
Transport Department

as approval of the Cabinet, vide their Decision No. 2247 dated 12.06.2015, to be further read with 'No objection' received from the Personnel & Administrative Reforms Department, Government of West Bengal, vide their No. 1788-PAR (WBCS) 1D-382/15 dated 20.11.2015.

The date from which this Notification will take effect will be notified separately and subsequently.

By Order of the Governor,

*Sd/-Alapan Bandyopadhyay*  
Principal Secretary.

**No. 4340/1(275)-WT/TR/O/IE-243/2014 Dated 30.11.2015**

***Copy forwarded for information and necessary action to :***

1. The Pr. Accountant General (A&E), WB, Treasury Buildings, Kol-1.
2. The Pr. Accountant General (G&SSA), WB, 2, Government Place (West), Kol-1.
3. The Joint Secretary, Ministry of Road Transport & Highways, Government of India, 1, Parliament Street, Transport Bhavan, New Delhi - 110001.
4. The Addl. Chief Secretary / Principal Secretary / Secretary,
5. The Secretary, PSC, WB, 161/A, S.P. Mukherjee Road, Kolkata.
6. The Secretary, Cabinet Secretariat, Govt, of West Bengal, 13<sup>th</sup> Floor, Nabanna, 325 Sarat Chatterjee Street, P.O. Mandirtala, Dist. Howrah.
7. The Joint Secretary, P&AR Department, WBCS Cell, Govt, of West Bengal.

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8. The Director, PVD, Kolkata, 38, Beltala Road, Kolkata - 700 020.
9. The Director, Inland Waterways Transport Directorate, West Bengal
10. The D.M., .....
11. The Chief Engineer, T.P.&T.E. Dte., West Bengal.
12. The Managing Director, CSTC / NBSTC / SBSTC / WBSTC / The CTC(1978) Ltd. / WBTIDCL / The Shalimar Works (1980) Ltd.
13. The P & A O, Kol. P&AO-I, 81/2/2, Phears Lane, Kol - 12.
14. The P & A O, Kol. P&AO-II, P-1, Hyde Lane, Kol - 73.
15. The P & A O, Kol. P&AO-III, Block IB, IB-Market, S. Lake, Kol- 106.
16. The S.D.O.....
17. The Treasury Officer....., Treasury .....
18. The P.S. to Hon'ble M.I.C., Transport Department, Government of West Bengal.
19. The P.S. to the Chief Secretary, Government of West Bengal, Nabanna, 325 Sarat Chandra Chatterjee Road, P.O. Mandirtala, Dist. Howrah, PIN - 711 102.
20. The R.T.O.,.....
21. The A.R.T.O.,.....

Commissioner, Transport Department.

**(Page - 15)**

Official Gazette and to please send at least 100 (one hundred) copies of the same to this Department.

Commissioner,  
Transport Department

**No. 3236-WT/TR/O/1E-243/2014**

**Date-14-07-2017**

***Copy forwarded for information and necessary action to :-***

1. Pr. Accountant General (A & E), WB, Treasury Building, Kolkata- 700001.
2. Pr. Accountant General (G & SSA), WB, 2, Government Place (West), Kol-700001.
3. Joint Secretary, Ministry of Road Transport & Highways, Government of India, 1, Parliament Street, Transport Bhavan, New Delhi-110001.
4. Addl. Chief Secretary / Principal Secretary / Secretary \_\_\_\_\_.
5. Secretary, PSC, WB, 161/A, S.P. Mukherjee Road, Kolkata.
6. Secretary, cabinet Secretariat, Govt. of West Bengal, 13th Floor, Nabanna, 325 Sarat Chatterjee Street, P.O.- Mandirtala, District- Howrah.
7. Joint Secretary, P & AR Department, WBSC Cell, Govt. of West Bengal.
8. Director, Transport Directorate & Director, PVD, Kolkata, Paribahan Bhawan-II (1st loor), CSTC Compound, kasba, EM Bypass & Rasbehari Connector Intersection (Near Ruby Junction), Kolkata- 700107.
9. Director, Inland Waterways Transport Directorate, West Bengal.
10. Additional Director, Kolkata Zone, Transport Directorate, WB, 38, Beltala Road, Kolkata- 700020.
11. Additional Director, North, Central & South Zones, Transport Directorate, WB, Paribahan Bhawan-I, 12 RN Mukherjee Road, Kolkata- 700001.
12. D.M., \_\_\_\_\_
13. Chief Traffic & Transportation Engineer, T.P. & T.E. Dte., West Bengal.
14. Managing Director, CSTC / NBSTC / SBSTC / WBSTC / The CTC (1978) Ltd. / WBTIDCL / The Shalimar Works (1980) Ltd.
15. A.O., Pool Car Office, Kolkata
16. P & AO, Kol. P & AO-I, 81/2/2, Phears Lane, Kolkata-700012
17. P & AO, Kol. P & AO-II, P-1, Hyde Lane, Kolkata-700073.
18. P & AO, Kol. P & AO-III, Block IB, IB-Market, S. Lake, Kolkata- 700106.

2. The Director, Transport Directorate will deploy all the employees, who will be shifted from Public Vehicles Department, Kolkata to the Head Quarter Office of Transport Directorate, West Bengal, in the Head Quarter Office and in the other Offices of Kolkata Zone under Transport Directorate, West Bengal, until further order, as and when required.
3. The Policy relating to transfer, promotion and seniority of employees, who will be borne in the Head Quarter Office establishment of Transport Directorate, West Bengal on shifting from Public vehicles Department, Kolkata, will be retained as has been maintained in Public Vehicles Department, Kolkata so far.
4. Due concurrence of the concerned parent departments has been obtained / would be obtained before the date of effect of this order for officers of Cadre posts of P & AR Department (IAS / WBCS / (Exe)] / Law & Judicial Department / Finance Department regarding the changes herein thus incorporated.
5. The financial and other administrative activities of Public Vehicles Department, Kolkata shall, until all existing Rules, Acts etc. are modified accordingly, continue to be undertaken and/or discharged by the Officers of the Transport Directorate as entrusted.
6. The posts of Regional Transport Officer & Ex-Officio Assistant Director, Transport Directorate, West Bengal, Additional Regional Transport Officer, Motor Vehicles Inspector (Non-Technical) and Motor Vehicles Inspector (Technical) will now belong to Transport Directorate, West Bengal, while the existing set-ups in the Motor Vehicles Offices in the districts will remain unchanged until further orders.
7. All other matters relating to Transport Directorate will be taken care of in accordance with Notification No. 4340-WT/TR/O/1E-243/2014 dated 30-11-2015.

This issues in the interest of Public service.

By Order of the Governor

Sd/-

**(Alapan Bandyopadhyay)**  
Principal Secretary

**No. 3236-WT/TR/O/1E-243/2014**

**Date-14-07-2017**

***Copy forwarded along with a copy of the Notification to ::***

Superintendent, WB Govt. Press, 38, Gopal Nagar Road, Kolkata-700027 with request to arrange to publish the Notification in the



## **GOVERNMENT OF WEST BENGAL**

Transport Department  
Paribahan Bhawan  
12, R.N. Mukherjee Road, Kolkata- 700001

**No. 2940-WT/TR/O/1E-243/2014**

**Dated 29<sup>th</sup> July, 2016**

### **NOTIFICATION**

For the purpose of integration of the various activities in the massive operational infrastructure of the Transport Department spread all over the State of West Bengal, it has been notified by the State Government in Transport Department to set up a Transport Directorate under the administrative control of Transport Department, vide its Notification No. 4340-WT/TR/O/1E-243/2014 dated-30.11.2015, that was issued with the approval of the Cabinet, vide their Decision No. 2247 dated 12.06.2015.

Now, in continuation of the notification as referred to above, the Governor is pleased to decide that the Transport Directorate, West Bengal shall become functional from the existing office of the Public Vehicles Department, Kolkata at 38, Beltala Road, Kolkata -700020 temporarily, with effect from 1<sup>st</sup> August, 2016, initially on a limited scale. For the present, the existing pattern of the district / sub-divisional motor vehicles offices and Public Vehicles Department, Kolkata will continue until further orders except that the Regional Transport Officers will henceforth be Regional Transport Officers and ex-officio Assistant Directors under the Transport Directorate. The Director, Public Vehicles Department, Kolkata will assume the charge of Director, Transport Directorate, West Bengal in addition to his normal duties (as Director, P.V.D., Kolkata) until further orders. The Regional Transport Officers and Ex-Office Assistant Directors will henceforth send reports pertaining to the respective districts to the Director of Transport Directorate, West Bengal simultaneously with the District Magistrates concerned.

***Copy forwarded for information and necessary action to :***

1. The Pr. Accountant General (A&E), WB, Treasury Buildings, Kolkata-700001.
2. The Pr. Accountant General (G&SSA), WB, 2, Government Place (West), Kol-1.

3. The Joint Secretary, Ministry of Road Transport & Highways, Government of India, 1, Parliament Street, Transport Bhavan, New Delhi - 110001.
4. The Addl. Chief Secretary / Principal Secretary / Secretary,.....
5. The Secretary, PSC, WB, 161 /A, S.P. Mukherjee Road, Kolkata.

By order of the Governor

***Sd/- Alapan Bandyopadhyay***

Joint Secretary  
to the Government of West Bengal



**GOVERNMENT OF WEST BENGAL**

Transport Department  
Paribahan Bhawan  
12, R.N. Mukherjee Road, Kolkata- 700001

**No. 3236-WT/TR/O/1E-243/2014**

**Date-14-07-2017**

**NOTIFICATION**

**WHEREAS** the Transport Directorate under the administrative control of Transport Department has been created for the purpose of integration of the various activities in the massive operational infrastructure of the Transport Department spread all over the State of West Bengal through Notification No. 4340-WT/TR/O/1E-243/2014, dated 30-11-2015 issued with the approval of the Cabinet, Vide their Decision No. 2247 dated 12-06-2015.

**AND WHEREAS** the said Transport Directorate started functioning from the existing main office of the Public Vehicles Department, Kolkata at 38, Beltala Road, Kolkata- 700020 with effect from 1st August 2016 initially on a limited scale and Director, Public Vehicles Department was entrusted with the additional duties of Director, Transport Directorate, West Bengal vide Notification No. 2940-WT/TR/O1E-243/2014 ed 29-07-2016 with due ratification by Personnel and Administrative Reforms & e-Governance Department, Government of West Bengal vide their Notification No. 444-PAR (IAS)/7P-26/2014, dated 23-02-2017.

**AND WHEREAS** a few Officers of this department and most Officers of Public Vehicles Department, Kolkata have also been entrusted with additional duties in the said Transport Directorate vide Memorandum No. 410-WT/TR/O1E-243/2014, dated 02-02-2017 read with Order no. 3408-WT/TR/O/1E-243/2014, dated 01-09-2016.

**AND WHEREAS** it is felt expedient to re-orient the present sanctioned staff strength of the Public Vehicles Department, Kolkata and place the entire staff strength of Public Vehicles Department, Kolkata, consisting of 4 (Four) units viz, Beltala, saltLake, Kasba & Behala units, at the disposal of the said Transport Directorate, West Bengal.

**NOW, THEREFORE**, The Governor is pleased to decide that the administrative and operational set-up of the Transport Directorate will be maintained in the following manner w.e.f. 01-08-2017 :-

1. All the existing sanctioned posts of Public Vehicles Department, Kolkata will belong to the Head Quarter Office of Transport Directorate, West Bengal and the pay and allowances in respect of all the employees of Public Vehicles Department, Kolkata will be drawn by the DDO of Head Quarter Office of Transport Directorate, West Bengal.



## GOVERNMENT OF WEST BENGAL

Transport Department  
Paribahan Bhawan  
12, R.N. Mukherjee Road, Kolkata- 700001

No. 4880-WT/12E-02/17

Dated 28.09.2018

### **NOTIFICATION**

Whereas, the proposal for creation of 102 (one hundred two) posts of Motor Vehicles Inspector (Non-Technical) and 202 (two hundred two) posts of Motor Vehicles Inspector (Technical) under administrative control of Transport Department was approved by Finance Department vide U.O. No. Group P2/2017-2018/0200 dated 01.06.2017 and subsequently, by the Cabinet in its meeting held on July, 17, 2017 communicated in No. 444 dated 18.07.2018; And, Whereas, Notification No. 4329-WT/12E-02/17 dated 25.09.2017 was issued by Transport Department, Government of West Bengal notifying that *the total sanctioned strength of Motor Vehicles Inspector (Non-Technical) including the existing strength of 198 (one hundred and ninety eight) sanctioned earlier, now stands at 300 (three hundred) [198+102 (new)] and the total sanctioned strength of Motor Vehicles Inspector (Technical) including the strength of 98 (ninety eight) sanctioned earlier, now stands at 300 (three hundred) [98+202 (new)];*

And, Whereas, under the said Notification, it was notified that Motor Vehicle Office-wise allocation of the posts of Motor Vehicles Inspector (Non-Technical) and Motor Vehicles Inspector (Technical) would be made and notified in due course;

Now, therefore, the Governor is hereby pleased to sanction the allocation of the said 300 (three hundred) posts of Motor Vehicles Inspector (Non-Technical) and 300 (three hundred) posts of Motor Vehicles Inspector (Technical) for different stations as mentioned in the Annexure hereto with immediate effect, until further order.

Sanctioned strength of MVI (NT) and MVI (T) in different Check Posts will remain to be within the establishment of the concerned District Magistrates.

This will have immediate effect and remain in force until further order.

By order of the Governor

Principal Secretary  
to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writer's Buildings Kolkata- 700001

No. 680-WT/TR/O12E-12/2006

Dated Kolkata, the 28-02-2007

### **NOTIFICATION**

In exercise of the power conferred by the proviso to Article 309 of the constitution of India, and in supersession of all previous Rule regulating recruitment to the post of assistant Director (Technical), Public Vehicles Department Kolkata, Under The Transport Department, Government of West Bengal, the Governor is pleased hereby to make the following rule with immediate effect for the said post namely:-

### **RULE**

The Mentioned of, and the qualification required for recruitment to the post of Assistant Director (Technical), Public Vehicles Department Kolkata, Under The Transport Department, Government of west Bengal shall be as detailed below :-

1. Method of recruitment :	By promotion from the confirmed Additional Regional Transport Officers under the Transport Department having a degree or diploma in mechanical or automobile engineering from a recognised university /institute.
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By order of the Governor,

**SUMANTA CHOWDHURY**  
Additional chief secretary to the  
Government of west bengal



**GOVERNMENT OF WEST BENGAL**  
 Transport Department  
 Paribahan Bhawan  
 12, R.N. Mukherjee Road, Kolkata- 700001

**NOTIFICATION**

**No. 4294-WT/TR/0/12E-37/16 dated, 21" September, 2017.**

In exercise of the power conferred by the proviso to Article 309 of the Constitution of India, the Governor is pleased hereby to make, with immediate effect, the following rules regulating the recruitment to the posts of Deputy Director in Transport Directorate, West Bengal under the Transport Department, Government of West Bengal :-

*Rules*

The method of recruitment to the posts of Deputy Director in Transport Directorate, West Bengal under the Transport Department, Government of West Bengal, shall be as detailed below:-

- (1) Method of recruitment
  - a) fifty (50) *per centum* of the posts to be filled from amongst the officers of the cadre of the West Bengal Civil Service (Executive);
  - b) fifty (50) *per centum* of the posts to be filled by promotion, in consultation with the Public Service Commission, West Bengal, from amongst the Regional Transport Officers and *ex-officio* Assistant Directors (other than officers borne under the West Bengal Civil Service) in the Transport Directorate, West Bengal, or Assistant Directors, Transport Directorate, West Bengal under the Transport Department, Government of West Bengal having at least 1 (one) year's experience as such;
- (2) Appointing Authority
 

Secretary, Transport Department, Government of West Bengal.

Posting orders on transfer will be issued from the end of Transport Directorate.

- 2. Transfer generally shall be made annually (preferably in April)
- 3. Proposal for transfer shall be initiated by the Director, Transport Directorate for approval of the Authority in the transport Department.
- 4. Approximately 33% of the officials shall be transferred so as to effect transfer of all officials in 3(three) year cycle.
- 5. An officer may be posted in at least three zones of Directorate in his entire service life.
- 6. Tenure of service at one station shall not be more than 3(three) years.
- 7. Posting of MV officials in Home District shall be generally avoided.
- 8. An officer may be posted in Home District three years before retirement or in his last tenure before retirement.
- 9. No preference for place of posting shall be exercised by any officer, neither generally considered during first 9(nine) years of service except for reasons of critical medical requirement on part of the incumbent or the dependent(s).
- 10. After first 9(nine) years of service an officer may prefer options for three locations for 'choice posting' on transfer.
- 11. Port-folio holding office bearers (President, General Secretary and Treasurer) of MV Officers' Association(s) recognized by State Government or any competent Authority shall, if prayed, be posted in State H.Q. or its nearby locations.
- 12. In case of the officer having a spouse working in Government, Semi-Government Organization, PSUs, Bank, Govt. /Semi-Govt. Educational Institutions; representation of the concern officer for transfer in same or nearby location would be considered to the extent possible.
- 13. Generally, no officer shall be posted in a particular location for more than 3(three) tenures (i.e. nine years) in entire service life.
- 14. No officer shall be posted on promotion in the same location in any case.
- 15. Notwithstanding anything contained hereinabove, exception can be made under administrative considerations and in the public interest and thus, any officer can be posted / transferred anywhere in the state anytime.

This will take immediate effect.

**Sd/**

(Alapan Bandyopadhyay)  
 Additional Chief Secretary  
 to the Government of West Bengal



**GOVERNMENT OF WEST BENGAL**

Transport Department  
Paribahan Bhawan  
12, R.N. Mukherjee Road, Kolkata- 700001

**No. 3358-WT/TPT-11020/20/2018-SEC(TPT) Dated 23.07.2018**

**MEMORANDUM**

Whereas, The Transport Directorate has been set up (operational since 1st August, 2016) with a view to having an organized institutional mechanism between the apex level Departmental Secretariat and Unit Motor Vehicles Offices (RTO/ARTO Offices/MV Check-Posts) for regular supervision, monitoring and execution of policy directives from time to time. Vision and Mission of such mechanism is to ensure Smart and Transparent service delivery to the citizens with accountability in a responsive and prompt manner;

And, whereas, execution of Schemes, Policy Initiatives, Compliances of provisions of relevant Acts and Rules etc. are now the primary responsibility of the Transport Directorate under administrative control of the Transport Department;

And, whereas, the Human Resources management is also ideally the primary responsibility of the Transport Directorate, it is thus necessary to have a well-defined policy framework in respect of Posting and Transfer of Officers of the Directorate under administrative control of the Department;

Now, therefore, the Governor is hereby pleased to adopt the "Posting and Transfer Policy" in respect of all M. V. Officials borne in Transport Department as follows:

**Objective :** The Policy is aimed to have standardized, planned and guided parameters for timely, regular and systemic Posting and Transfer of M. V. Officials. The primary objectives are

- a) To optimize output.
- b) To ensure Transparency, Accountability, Responsiveness and Citizen-centric Service delivery mechanism.
- c) To ensure sound organizational culture.
- d) To set high moral and ethical standards.
- e) To ensure overall quality in Human Resource Management.

**POSTING AND TRANSFER POLICY PARAMETERS IN RESPECT OF MOTOR VEHICLES OFFICIALS UNDER TRANSPORT DIRECTORATE**

1. The subject of Posting and Transfer will be dealt with at the Directorate level within the purview of the Transfer policy.

By order of the Governor,

Sd/-

Additional Chief Secretary

**No.4294/1(1)-WT/12E-37/16**

**Dated 21.09.2017.**

Copy forwarded along with a copy of the Notification to:-  
Superintendent, W B Govt. Press, 38, Gopal Nagar Road, Kol-27  
- with request to arrange to publish the Notification in the Official Gazette and to please send at least JOO (one hundred) copies of the same to this Department.

Commissioner

**No. 4294/1(SS)-\VT/12E-37/16**

**Dated 21.09.2017.**

Copy forwarded for information and necessary action to :

1. Principal Accountant General (A & E), West Bengal.Treasury Buildings, Kolkata-I.
2. Secretary, Public Service Commission, West Bengal.
3. Joint Secretary, Finance Department, Group 'P2', Govt. of West Bengal.
4. Joint Secretary, Law Department, Govt. of West Bengal.
5. Director, Transport Directorate, WB, Paribahan Bhawan-II, Kasba,
6. D.M., .....
7. R.T.O., .....
8. Copy for uploading in Departmental website.

Commissioner



**GOVERNMENT OF WEST BENGAL**  
 Transport Department  
 Paribahan Bhawan  
 12, R.N. Mukherjee Road, Kolkata- 700001

**NOTIFICATION**

**No. 4295-WT/TR/O/12E-37/16 dated, 21 September, 2017.**

In exercise of the power conferred by the proviso to Article 309 of the Constitution of India, the Governor is pleased hereby to make, with immediate effect, the following rules regulating the recruitment to the posts of Joint Director in Transport Directorate, West Bengal under the Transport Department, Government of West Bengal

**Rules**

The method of recruitment to the posts of Joint Director in Transport Directorate, West Bengal under the Transport Department, Government of West Bengal, shall be as detailed below:-

(1) Method of recruitment

- a) seventy-five (75) *per centum* of the posts to be filled from amongst the officers of the cadre of West Bengal Civil Service (Executive);
- b) twenty-five (25) *per centum* of the posts to be filled by promotion, in consultation with the Public Service Commission, West Bengal, from amongst the Deputy Directors (other than officers borne under the West Bengal Civil Service), in the Transport Directorate, West Bengal under Transport Department, Government of West Bengal having at least 1 (one) year's experience as such;

2) Appointing Authority

Secretary, Transport Department;  
 Government of West Bengal.

By order of the Governor,  
 Sd/-  
 Additional Chief Secretary

Copy forwarded along with a copy of the Notification to:-  
 Superintendent, W B Govt. Press, 38, Gopal Nagar Road, Kol-27  
 - with request to arrange to publish the Notification in the Official Gazette and to please send at least 100 (one hundred) copies of the same to this Department.

Commissioner

Copy forwarded for information and necessary action to :

1. Principal Accountant General (A & E), West Bengal Treasury Buildings, Kolkata-1
2. Secretary, Public Service Commission, West Bengal.
3. Joint Secretary, Finance Department, Group 'P2', Govt. of West Bengal.
4. Joint Secretary, Law Department, Govt. of West Bengal.
5. Director, Transport Directorate, WB, Paribahan Bhawan-II, Kasba.
6. D.M., .....
7. R.T.O., .....
8. Copy for uploading in Departmental website.

Commissioner



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhaban

12, R.N. Mukherjee Road, Kolkata- 700001

**Memo No. 3377-WT/1E-94/11**

**Date - 11-09-2013**

### NOTIFICATION

**WHEREAS** the State Government had decided to start new Motor Vehicles Offices in the Sub-division of Baruipur and Diamond Harbour in South 24 Parganas district for facilitating works related to Motor Vehicles Section of the general people of that area vide Govt. Notification No. 881-WT/12E-29/12, dated 14-03-2013.

**AND WHEREAS** ordinarily the Jurisdiction of registering authority, Licensing Authority and Taxing Officer of those sub-divisional Offices should be over the area of respective sub-divisions.

**AND WHEREAS** it has been proposed by District Magistrate, South 24 Parganas to consider the inconvenience of the people of the areas of Canning and Kakdwip and to include those areas within the jurisdiction of Motor Vehicles offices at Baruipur and Diamond Harbour for their proximity.

**NOW**, the Governor is hereby pleased to order that for the purpose of easing Motor Vehicles related works in the interest of public service, the motor vehicles offices at Baruipur & Diamond Harbour will have jurisdiction over areas as mentioned herein below :-

<b>Sl. No.</b>	<b>Motor Vehicles Offices</b>	<b>Jurisdiction</b>
1.	Baruipur	Area under Baruipur Sub-Division & Canning Sub-Division.
2.	Diamond Harbour	Areas under Diamond Harbour Sub-division & Kakdwip Sub-Division.

The Powers of Registering authority, Licensing authority and Taxing Officer of these two Motor Vehicles Offices will be exercised accordingly.

This order will come into immediate effect and remain valid until further order.

Sd/-  
Joint Secretary  
to the Government of West Bengal

**No.4880/1(1)-WT/12E-02/17**

**Dated 28.09.2018**

Copy forwarded along with a copy of the Notification to Superintendent, W B Govt. Press, 38, Gopal Nagar Road, Kol-27 - with request to arrange to publish the Notification in the Official Gazette, Extraordinary and to please send at least 50 (fifty) copies of the same to this Department.

Deputy Secretary  
to the Government of West Bengal

### Annexure to Notification No. 4880-WT/12E-02/17 dated 28.09.2018

<b>Sl. No.</b>	<b>Name of Station (Motor Vehicles Offices)</b>	<b>No.of MVI (NT) posts allocated</b>	<b>No.of MVI (T) posts allocated</b>
1	Transport Directorate HQ (for Beltala Unit MV Office)	8	7
2	Transport Directorate HQ (for KasbaUnit MV Office)	4	8
3	Transport Directorate HQ (for Salt Lake Unit MV Office)	5	7
4	Transport Directorate HQ (for Behala Unit MV Office)	4	6
5	Howrah (District) M. V. Office, Dist. Howrah	6	6
6	Uluberia (Sub-Divisional) M.V. Office, Dist. Howrah	2	5
7	Barasat(District) M. V. Office, Dist. North 24 Parganas	6	8
8	Barrackpur (Sub-Divisional) M.V. Office, Dist. North 24 Parganas	6	10
9	Bangaon (Sub-Divisional) M.V. Office, Dist. North 24 Parganas	3	4
10	Basirhat (Sub-Divisional) M.V. Office, Dist. North 24 Parganas	3	4
11	Alipur {District) M. V. Office, Dist. South 24 Parganas	6	6
12	Baruipur (Sub-Divisional) M.V. Office, Dist. South 24 Parganas	3	6
13	Diamond Harbar (Sub-Divisional)M.V. Office, Dist. South 24 Pgn.	4	6
14	Hooghly (District) M. V. Office, Dist. Hooghly	6	8
15	Serampur {Sub-Divisional) M.V. Office, Dist. Hooghly	3	5
16	Arambagh (Sub-Divisional)M.V. Office, Dist. Hooghly	3	5
17	Burdwan (District) M. V. Office, Dist. Purba Bardhaman	6	8
18	Kalna (Sub-Divisional) M.V. Office, Dist. Purba Bardhaman	2	3
19	Katwa (Sub-Divisional) M.V. Office, Dist. Purba Bardhaman	3	2
20	Shaktigarh M.V. Check Post, Dist. Purba Bardhaman	9	0
21	Asansol (District) M. V. Office, Dist. Paschim Bardhaman	6	10
22	Durgapur (Sub-Divisional) M.V. Office, Dist. PaschimBardhaman	4	8
23	Rampur M.V. Check Post, Dist. PaschimBardhaman	12	0
24	Midnapur (District) M. V. Office, Dist. Paschim Midnapur	5	7
25	Kharagpur (Sub-Divisional)M.V. Office, Dist. PaschimMidnapur	4	4

26	Ghatal (Sub-Divisional)M.V. Office, Dist. Paschim Midnapur	4	4
27	Jhargram (District) M. V. Office, Dist. Jhargram	4	4
28	Beltala M.V. Check Post, Dist. Jhargram	12	0
29	Tamluk (District) M. V. Office, Dist. Purba Midnapur	6	6
30	Contai (Sub-Divisional) M.V. Office, Dist. Purba Midnapur	4	5
31	Haldia (Sub-Divisional) M.V. Office, Dist. Purba Midnapur	4	5
32	Berhampur (District) M. V. Office, Dist. Murshidabad	6	8
33	Jangipur (Sub-Divisional) M.V. Office, Dist. Murshidabad	4	6
34	Palsanda M.V. Check Post, Dist. Murshidabad	12	0
35	Krishnanagar(District) M. V. Office, Dist. Nadia	6	7
36	Kalyani (Sub-Divisional)M.V. Office, Dist. Nadia	4	4
37	Suri (District) M. V. Office, Dist. Birbhum	5	6
38	Bolpur (Sub-Divisional) M.V. Office, Dist. Birbhum	3	3
39	Rampurhat (Sub-Divisional) M.V. Office, Dist. Birbhum	4	7
40	Bankura (District) M. V. Office, Dist. Bankura	5	6
41	Bishnupur (Sub-Divisional) M.V. Office, Dist. Birbhum	3	3
42	Purulia (District) M. V. Office, Dist. Purulia	4	4
43	Raghunathpur (Sub-Divisional)M.V. Office, Dist. Purulia	3	3
44	Alipurduar (District) M. V. Office, Dist. Alipurduar	5	5
45	Darjeeling (District) M. V. Office, Dist. Dajeeeling	5	3
46	Siliguri (Sub-Divisional) M.V. Office, Dist. Dajeeeling	7	10
47	Kalimpong (District) M. V. Office, Dist. Kalimpong	3	3
48	Jalpaiguri (District) M. V. Office, Dist. Jalpaiguri	5	8
49	Malda (District) M. V. Office, Dist. Malda	6	7
50	Chanchol (Sub-Divisional) M.V. Office, Dist. Malda	3	3
51	Coochbehar (District) M. V. Office, Dist. Coochbehar	5	5
52	Mathabhanga (Sub-Divisional) M.V. Office, Dist. Coochbehar	2	2
53	Barobhisa M.V. Check Post, Dist. Coochbehar	9	0
54	Bakshirhat M.V. Check Post, Dist. Coochbehar	9	0
55	Raigunj (District) M. V. Office, Dist. Uttar Dinajpur	4	7
56	Islampur (Sub-Divisional) M.V. Office, Dist. Uttar Dinajpur	3	4
57	Balurghat (District) M. V. Office, Dist. Dakshin Dinajpur	4	4
58	Reserve at HQ office of Transport Directorate for different Check Posts, M. V. Offices, Zonal Offices and HQ itself, as and when necessary	14	15
	Total=	300	300

Principal Secretary  
to the Government of West Bengal

Copy with the copy of above notification is forwarded to the Superintendent, West Bengal Government Press, 38, Gopal Nagar Road, Alipore, Kolkata- 700027 with the request to arrange to publish this in the Official Gazette.

Joint Secretary  
to the Government of West Bengal

**Copy forwarded for information and necessary action to:**

1. The Director, PVD
2. The Secretary, STA West Bengal
3. District Magistrate (All)
4. The Secretary, RTA (Hooghly)
5. S.D.O.s (All)
6. Dr. T.K. Das, TD, NIC. WBSC, with a request to also upload the same in Departmental website.

Joint Secretary  
to the Government of West Bengal

<b>SI. No.</b>	<b>Police Station</b>	<b>Pin Codes</b>
<b>PVD Kasba</b>	52. Pragati Maidan	700046 & 700105
	53. Purba Jadavpur	700075, 700094 & 700099
	54. Survey Park	700075, 700078 & 700094
	55. Tiljala	700039, 700100, 700105 & 700107
	56. Topsia	700046
<b>PVD Salt Lake</b>	57. All Salt Lake	700064, 700091, 700097, 700098 & 700106
	58. Beliaghata	700010 & 700085
	59. Chitpore	700002, 700030 & 700037
	60. Cossipore	700002 & 700036
	61. Lake Town	700048, 700055 & 700089
	62. Manicktala	700004, 700006, 700054 & 700067
	63. Narkeldanga	700006, 700009, 700011, 700054 & 700085
	64. Phoolbagan	700010 & 700054
	65. Sinthee	700030 & 700050
	66. Tala	700037
	67. Ultadanga	700067

In case of inconsistencies and incompatibilities between the police station the Pin Codes the former shall prevail as the controlling factor in other words the Public Vehicles Department Offices / Unit will process the cases of their respective assigned Police Stations only and the Pin Codes have been mentioned to facilitate better document / data management.

The overall jurisdiction of "Kolkata" as mentioned hereinabove shall, however be strictly adhered to by all concerned.

The notification will be effective from a date that will be communicated separately.

By order of the Governor

Sd/-  
 (Alapan Bandyopadhyay)  
 Principal Secretary  
 to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhaban

12, R.N. Mukherjee Road, Kolkata- 700001

## NOTIFICATION

**No. 2871-WT/3M-51/2010**

**Date - 29-07-2013**

**WHEREAS** in terms of Rule 2(b) of the West Bengal Motor Vehicles Rules 1989 Kolkata means the town of Kolkata as defined in section 3 of the Kolkata Police Act 1886 (Ben Act IV of 1866), together with the suburbs of Kolkata as defined under section 1 of the Kolkata Suburban Police Act, 1986 and also include Police Station of Salt Lake and Lake Town under West Bengal Police.

**AND WHEREAS** in terms of Rules 3 and 52 of the West Bengal Motor Vehicles Rules, 1989, the Director, Public Vehicles Department, 38, Beltala Road, Kolkata- 700020 is the Licensing Authority and the registering Authority respectively for "Kolkata" and is authority to deal with the matters like those relating to registration of motor vehicles driving licenses collection of taxes and such other statutory function as envisaged in the Motor Vehicle Act, 1988. The West Bengal Motor Vehicles Tax Act, 1979, the West Bengal Additional Tax and One time tax on Motor Vehicles Act, 1989 and the Rules made thereunder.

**AND WHEREAS** in view of the manifold increase in the number of vehicles and to reduce inconvenience of the Public and to provide better, faster and easier motor vehicles related services to the public, the State Government in the Transport Department had decided to open new Public Vehicles Department Offices / Units at Kasba and Salt Lake.

**AND WHEREAS** the Public Vehicles Department Office / Unit at Kasba has already started functioning and the Salt Lake office / unit has also been notified for opening.

**AND WHEREAS** the jurisdiction for the aforesaid new offices / units of public Vehicles Department is required to be defined and notified.

**AND WHEREAS** a proposal to that effect has been received from the Director, Public Vehicles Department, Kolkata.

**NOW, THEREFORE**, the Governor has been pleased to direct that the jurisdiction of the public vehicles Department, Kolkata be trifurcated for the three public vehicles Department offices / units in the following manner :

**PVD OFFICE JURISDICTION POLICE STATIONS WITH CORRESPONDING PIN CODES**

PVD Beltala	Sl. No.	Police Station	Pin Codes
	1.	Alipore	700027
	2.	Amherst Street	700009
	3.	Ballygunge	700019, 700020 & 700025
	4.	Behala	700034, 700041 & 700053
	5.	Beniapukur	700014, 700017 & 700046
	6.	Bhowanipore	700020, 700025 & 700026
	7.	Bowbazar	700012, 700013 & 700072
	8.	Burrabazar	700001 & 700007
	9.	Burtala	700004 & 700006
	10.	Charu Market	700033
	11.	Chetla	700027
	12.	Ekbalpore	700023 & 700027
	13.	Entally	700014 & 700015
	14.	Garden Reach	700024
	15.	Gariahat	700019 & 700029
	16.	Girish Park	700006 & 700007
	17.	Hare Street	700001, 700062 & 700069
	18.	Haridevpur	700008, 700041, 700063, 700082 & 700104
	19.	Hastings	700022, 700063 & 700071
	20.	Jadavpur	700032, 700033, 700040, 700092 & 700095
	21.	Jorabagan	70005 & 700006
	22.	Jorasanko	700007 & 700073

PVD Beltala	Sl. No.	Police Station	Pin Codes
	23.	Kalighat	700025 & 700026
	24.	Karaya	700017, 700019, 700039 & 700046
	25.	Lake	700026, 700029, 700031 700033, 700045 & 700068
	26.	Maidan	700021 & 700069
	27.	Metiabruz	700018, 700024 & 700044
	28.	Muchipara	700009, 700012, 700013 & 700014
	29.	Nadial	700018 & 700044
	30.	New Alipore	700038 & 700053
	31.	New Market	700013, 700016 & 700087
	32.	North Port	700001, 700002, 700006 & 700007
	33.	Park Street	700016 & 700017
	34.	Parnasree	700034, 700060 & 700061
	35.	Posta	700007
	36.	Rajarhat	700018
	37.	Regent Park	700040, 700070 & 700093
	38.	SP Sarani	700016, 700017 & 700071
	39.	Shyampukur	700003, 700004 & 700005
	40.	South Port	700023, 700043 & 700088
	41.	Taltala	700013, 700014 & 700016
	42.	Tangra	700015 & 700046
	43.	Taratala	700053 & 700088
	44.	Thakurpukur	700008, 700061, 700063 & 700104
	45.	Tollygunge	700026 & 700029
	46.	Watgunge	700023
	47.	West Port	700043 & 700088
PVD Kasba	48.	Bansdroni	700070, 700084 & 700096
	49.	Garfa	700031, 700075, 700078 & 700099.
	50.	Kasba	700031, 700039, 700042, 700078 & 700107
	51.	Patuli	700040, 700047, 700084, 700086, 700092 & 700094

**(Page - 40)**

Additional Regional Transport Officers of all sub-divisional motor vehicles officers the powers under sub-clauses (i), (ii), (iii), (v), (vi), (vii), (ix) and (xii) of clause (a) of sub-Rule (1) of Rule 213 of the said Rules so that they are able to perform as Assistant Secretaries to the respective Regional Transport Authorities, provided that in the matter of Contract Carriage Permits, the Assistant Secretaries will implement the decisions and direction of the respective Regional Transport Authorities regarding issuance of Contract Carriage Permits in their respective jurisdictions only.

This order is issued in the interest of public.

Sd/-  
(B Dasgupta)  
Special Secretary  
to the Government of West Bengal

**(Page - 33)**

**Memo No. 3377-WT/1E-94/11**

**Date - 11-09-2013**

Copy of the notification forwarded to the Superintendent, Bengal Government Press, 38, Gopalnagar Road, Kolkata- 700027, with this request to Publish this in Extra Ordinary Gazette and send 50 (Fifty) copies of the same to this Department for official use.

Sd/-

Joint Secretary  
to the Government of West Bengal

**Memo No. 3377-WT/1E-94/11**

**Date - 11-09-2013**

**Copy forwarded for information and necessary action to ::-**

1. District Magistrate & Chairman, RTA, South 24 Parganas
2. Sub-divisional Officer, Baruipur / Diamond Harbour, South 24 Parganas.
3. Regional Transport officer, South 24 Parganas.
4. A.R.T.O., Baruipur / Diamond Harbour, South 24 Parganas.
5. P.S. to the Hon'ble MIC, Transport Department, Government of West Bengal.
6. Sr. Personal Secretary to the Principal Secretary, Transport Department, Government of West Bengal.
7. Dr. Tapas Das, Technical Director, NIC, WBSC, with a request to upload this notification in the Transport Department's website.

Sd/-

Joint Secretary  
to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhawan

12, R.N. Mukherjee Road, Kolkata- 700001

**No. 2392-WT/SM-51/2010**

**Date - 25-06-2015**

### NOTIFICATION

**WHEREAS** the Governor sanctioned and approved the opening of a new office / Unit of PVD, Kolkata, at the Salt Lake Depot of Calcutta State Transport Corporation, falling within the jurisdiction of Nabadiganta Industrial Township Authority vide Notification No. 2757-WT/3M-51/2010 dated 23-07-2013.

**AND WHEREAS** the jurisdiction of the new PVD unit / office at Salt Lake, having been notified vide No. 2871-WT/3M-51/2010 dated 29-07-2013, the office has been made fully functional with effect from 03-12-2013 in terms of Notification No. 4314-WT/3M-51/2010, dated 29-11-2013.

**AND WHEREAS** in terms of Rule 2(b) of the West Bengal Motor Vehicles Rules, 1989, "Kolkata" means the town of Kolkata as defined in section 3 of the Kolkata Police Act, 1886 (Bengal Act IV of 1866), together with the Suburbs of Kolkata as defined in Section 1 of the Kolkata Suburban Police Act, 1886 and also include the Police Stations of Salt Lake and Lake Town under West Bengal Police.

**AND WHEREAS** in terms of Rules 3 and 52 of the West Bengal Motor vehicles Rules 1989 the Director Public Vehicles department, 38, Beltala Road, Kolkata- 700020 is the Licensing Authority and the Registering Authority respectively for "Kolkata" and is authorised to deal with such matters as registration of motor vehicles, issuance of driving licenses, collection of taxes and responsible for discharging other statutory functions as envisaged in the Motor Vehicles Act, 1988, The West Bengal Motor Vehicles Tax Act, 1979, the West Bengal Additional Tax and One time Tax on Motor Vehicles Act, 1989 and the Rules made thereunder.



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhawan

12, R.N. Mukherjee Road, Kolkata- 700001

**NO. 3786-WT/TR/0/1E(C)-03/2008**

**DATE-27.09.2016**

Whereas, the State Government has opened 26 new motor vehicle offices in the State for better outreach of public service delivery points;

And whereas, the State Government requires that all public services be offered from newly opened motor vehicle offices at par with other offices in the State, so that member of public are not required to go to multiple offices motor vehicles related services;

And whereas, Regional Transport Authorities have been set up at all district headquarters for decisions on permit related matters in terms of sub-Rule (1) of Rule 83 of the West Bengal Motor Vehicles Rules, 1989;

And whereas, sub-rule (4) of Rule 83 read with sub-Rule (3) of Rule 78 of the said Rules provides for Assistant Secretaries to the Regional Transport Authority;

And whereas, in terms of clause (w) of Rule 2 of the said rules the Additional Regional Transport Officers, inter alia, can discharge whole or part of the duties of Regional Transport Officer;

And whereas, in terms of Rule 213 of the said Rules, a Regional Transport Authority may be general resolution delegate powers to the Additional Regional Transport Officers;

Now, therefore, the State Government has decided that motor vehicle related services in general be offered to the public from all sub-divisional motor vehicle offices headed by Additional Regional Transport Officers, and, in particular to the services related to grant/renewal of National Permits, Goods Carriage Permits, Private Service Vehicle Permits and Contract Carriage Permits;

It has further been decided that in order to implement the decisions of the State Government as aforesaid, all Regional Transport Authorities will delegate powers forthwith to the



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhawan

12, R.N. Mukherjee Road, Kolkata- 700001

**Memo No. 3902-WT/3M-51/2010**

**Date - 15-10-2015**

### NOTIFICATION

**WHEREAS** it was stipulated in the notification No. 2392-WT/3M-51/2010, dated 25th June, 2015 that the said Notification would come into force from the date to be notified separately.

**NOW THEREFORE**, the Governor is hereby pleased to appoint the 2nd day of November, 2015 as the date on which the notification No. 2392-WT/3M-51/2010 dated 25th June, 2015 will come into force.

By order of the Governor

Sd/-  
(Alapan Bandyopadhyay)  
Principal Secretary  
to the Government of West Bengal

### ORDERED THAT

Notification be published in the Official Gazette

Sd/-  
(Alapan Bandyopadhyay)  
Principal Secretary  
to the Government of West Bengal

**Memo No. 3902-WT/3M-51/2010**

**Date - 15-10-2015**

Copy of the notification is forwarded to the Superintendent, West Bengal Government Press, 38, Gopal Nagar Road, Alipore, Kolkata-700027 with the request to arrange to publish this in the Official Gazette

Additional Secretary  
to the Government of West Bengal

**AND WHEREAS** a proposal for inclusion of the areas falling within the territorial Limits of New Town Development Authority, Kolkata within the jurisdiction of the Motor Vehicles Office at Sector-V in Salt Lake was received vide no. 1471 /NKDA/Admn-455/2014, dated 25-03-2014 from the Chief Executive Officer, New Town Kolkata development Authority, to cater to the needs of the residents of the New Township, Government Offices, Private Sector establishments etc. in an efficient and citizen friendly manner.

**AND WHEREAS** the areas falling under the said authority i.e. the New Town Kolkata Development Authority, cover the revenue jurisdiction of both the North and South 24 Parganas districts.

**AND WHEREAS** the CEO, NKDA has submitted the details of the Mouzas proposed to be included within the Salt Lake Unit / Office of the PVD, Kolkata with details of the corresponding Police Stations along with PIN Codes Matrix vide his letter No. 271 / NKDA / Admn-455/2014 dated 19-01-2015.

**AND WHEREAS** the District Magistrate of South 24 Parganas and North 24 Parganas were requested to offer their considered views on the proposed inclusion of the areas vide this Department No. 245(2)-WT/3M-51/2010 dated 21-01-2015.

**AND WHEREAS** both the District Magistrate have opined in favour of the proposed inclusion of NKDA areas within the PVD, Salt Lake Unit / Office Jurisdiction.

**AND WHEREAS** the State Government in the Transport Department after due consideration of the matter and taking into account the relevant factors is satisfied that the proposed inclusion of the areas within the Salt Lake Office / Unit of the PVD will serve public interest.

**AND WHEREAS** the Transport Department placed the matter before the Cabinet for consideration of and approval to the proposal along with amendment to Rule 2(b) of the West Bengal Motor Vehicles Rules, 1989 for inclusion of the areas as aforesaid.

**AND WHEREAS** the State Cabinet in its meeting dated 26-05-2015 considered the aforesaid proposal and accorded approval to it.

**NOW, THEREFORE**, the Governor is hereby pleased to direct that in partial modification of the Notification No. 2871-WT/SM-51/2010 dated 29-07-2013, the areas as shown in the Table-A below be included to the existing jurisdiction of the Salt Lake unit / Office of the Public Vehicles Department, Kolkata.

**TABLE – “A”**

<b>S1. No.</b>	<b>Name of Mouza</b>	<b>J.L. No.</b>	<b>Police Station</b>	<b>Pin Code</b>
1.	Sulang-gari	22	New Town Police Station	700156
2.	Jatragachi	24	New Town Police Station	700156
3.	Chandi Beria	15	New Town Police Station	700156
4.	Tarulia	21	New Town Police Station	700156
5.	Mahisgot	20	New Town Police Station	700102
6.	Thakdari	19	New Town Police Station	700102
7.	Mahisbathan	18	New Town Police Station (North of Kestopur Canal)	700102
8.	Noapara	11	New Town Police Station	700157
9.	Hatiara	14	New Town Police Station	700157
10.	Ghuni	23	New Town Police Station	700157
11.	Rekjuani	13	New Town Police Station	700157
12.	Raigachi	12	New Town Police Station	700157
13.	Gopalpur	2	New Town Police Station (Southern Part of Rajarhat Road)	700135
14.	Baligari	34	New Town Police Station	700135
15.	Patharghata	36	New Town Police Station	700135
16.	Chapna	35	New Town Police Station	700135

<b>S1. No.</b>	<b>Name of Mouza</b>	<b>J.L. No.</b>	<b>Police Station</b>	<b>Pin Code</b>
17.	Akanda Keshari	55	New Town Police Station	700135
18.	Chakpachuria	33	New Town Police Station	700135
19.	Kadampukur	25	New Town Police Station	700135
20.	Kochpukur	2	Kolkata Leather Complex Police Station	700156
21.	Jotbhim	3	Kolkata Leather Complex Police Station	700156
22.	Chanda Kanthal Beria	8	Kolkata Leather Complex Police Station	743502
23.	Hatisala	9	Kolkata Leather Complex Police Station	743502

The Governor is further pleased to decide that the overall jurisdiction of “Kolkata” as mentioned hereinabove will stand recast with amendment to Rule 2(b) of the West Bengal Motor Vehicles Rules, 1989, in due course to the extent that the words “Police Stations of NKDA” will be inserted after the words “Police Station of Salt Lake, Lake Town”.

The notification will come into force with effect from the date to be notified separately.

By order of the Governor

Sd/-  
(Alapan Bandyopadhyay)  
Principal Secretary to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhaban

12, R.N. Mukherjee Road, Kolkata- 700001

No. 2404 ( )-WT/1E(C)-03/2008

Date - 21-06-2013

**From :** Sri Biswajit Dutta, WBCS (Exe)  
**Joint Secretary to the Government of West Bengal**  
**Transport Department**

**TO :** DISTRICT MAGISTRATE  
**Midnapore (E)**

**SIR,**

In accordance with the decisions taken in the meeting of the Core Committee held on 05-04-2013, it has been decided to fix the role and responsibilities of officers and staff of M.V. Section under the “VAHAN” & “SARATHI” application software as shown in the table in the enclosed sheet.

You are requested to pass necessary instructions concerned RTO / ARTO that the instruction is followed in the interest of proper administration of database and no deviation is allowed.

Enclo : as stated above

Yours faithfully

Joint Secretary



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhaban

12, R.N. Mukherjee Road, Kolkata- 700001

No. 3787-WT/TR/O/1E(C)/2008

Date - 27-09-2016

**To**  
**District Magistrate (All)**

Subject :- Delivery of all motor vehicles related service from the Sub-Divisional Motor Vehicles Offices – matter regarding.

Sir,

The undersigned is directed to draw your attention that the State Government has opened 26 new motor vehicles Offices in the State for better out reach of Public Service delivery points, and has decided that all public services be offered from all such motor vehicles offices, so that members of public are not required to go to multiple offices for motor vehicles related services. An order vide no. 3786-WT/TR/O/1E(C)-03/2008 dated 27-09-2016 has been issued to give effect to the afore mentioned decision of the State Government.

Additionally, the State Government has planned for introduction of e-Vahan and e-Sarathi in a phased manner very shortly and I am further directed to inform you that all motor vehicle related data pertaining to any particular office requires to be made available for all such offices.

This is to request you to :-

1. Please collate the PIN Codes in use, motor vehicles office jurisdiction wise, and send the same early in both hard and soft copy formats to the Department, so that NIC can start the data segregation job.
2. Please ensure that all motor vehicles related services are delivered from all such motor vehicles offices under your jurisdiction forthwith, so that members of public do not have to approach multiple offices for services related to their motor vehicles, except in the RTA matters related to State Carriage and Contract Carriage Permits only. In case of contract Carriage Permits, the order as aforesaid may be referred to, which requires to be put into immediate effect.

This has priority.

Your faithfully

Sd/-  
 Special Secretary  
 to the Government of West Bengal

No. 3987/1(111)-WT/TR/O/1E(C)-03/2008

Date 27-09-2016

**Copy forwarded for information and necessary action to :-**

1. Sub-Divisional Officers (All)
2. Regional Transport Officers (All)
3. Additional regional Transport officers (All)
4. Dr. T.K. Das, TD, NIC

Sd/-  
 Special Secretary  
 to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writer's Building  
Kolkata- 700001

No. 3801 ( ) WT/TR/O/57/2005

Date - 16-09-2005  
/ 21-12-2005

From :: H. Mohan, IAS  
Joint Secretary to the Government of West Bengal

To  
The District Magistrate

Sir,

It has been brought to the attention of this department that in sub-divisions where ARTOs have been posted, the ADMs / SDOs have asked one of the Deputy Magistrates in the Sub-division to act as officer-in-charge of the MV Department. Instructions have been given to submit all files to the ADM / SDO through this Officer-in-Charge of the MV Department. In this connection, attention is invited to this department's no. 1030-WT dated 30-09-1985, no. 5475-WT dated-18-05-1985 and No. 639-WT dated 31-01-1983 (copies enclosed) wherein it has been clarified that as the Addl. RTOs are responsible and experienced Gr. "A" Officers, they should hold charge as Officer-in-Charge, M.V. Deptt and they should work under direct supervision and control of the Sub-Divisional Officer (ADMs). To place another Officer-in-Charge, is not necessary and this should be avoided. You are requested to take necessary action accordingly.

Yours faithfully

(H. MOHAN)

No. 3801 ( ) WT/TR/O/57/2005

Date - 16-09-2005  
/ 21-12-2005

Copy forwarded for information and necessary action to :-

1. The ADM, \_\_\_\_\_
2. The SDO \_\_\_\_\_

Joint Secretary  
to the Government of West Bengal

10. Inspection of taxi meter repairing centre to examine genuineness of their repair and calibration of taxi meters.
11. Periodical checking of Taxi Meter in every six month.
12. Inspection of newly introduced Taxi Meters which will be used in Taxi Cabs.
13. Inspection in respect of permission for opening /renewal of show room and Inspection of new vehicles/chassis for the purpose of Registration/Temporary Registration.
14. Inspection of Motor Driving Training School at the time of opening/renewal of the same and periodical checking of old schools including driving training imparting vehicles and different documents.
15. Surprise checking on the road specially to detect faulty vehicle in terms of technical aspects connected with technical measures including Auto Emission Testing and control.
16. Edit/correction of technical matters in computer related with Vahan/Sarathi and to maintain record of these vehicles with the concurrence of RA.
17. Extending Technical Advise to the District Car Pool and Supervision of works of the mechanical staffs in the said pool car office when ever asked by the concerned District Officer.
18. Any other Technical and Constructional matters which are not covered in this order.

The Motor Vehicles Inspector (Technical) may also be required to perform the duties and function of Motor Vehicles Inspector (non-tech) in emergent cases as and when required and vice-versa.

Sd/-

R.K. Maity  
Joint Secretary  
Transport Department

**DUTIES AND FUNCTIONS OF MOTOR VEHICLES INSPECTORS –  
TECHNICAL**

1. Mechanical and constructional checking of Motor Vehicles at the time of Registration, Renewal of Registration, Change of address (inter and Intra State vehicles), Assignment of New Registration Mark, Conversion, Alteration and all other Technical Matters related to the Motor Vehicles including issue and Renewal of Trade Certificate as provided in the Motor Vehicles Rules.
2. Checking of Mechanical and constructional fitness of Motor Vehicles, for the purpose of Grant/Renewal/Cancellation of Certificate of fitness.
3. Conducting test for the purpose of Grant/Renewal of Driving Licence/Conductor Licence and suspension/cancellation / locking in the computer system of the same.
4. Matter relating to fixation/assignment of ULW/RLW or GVW of any vehicle.
5. Conducting inspection of Motor Vehicles involved in accident when called by the Police Authority to examine such a -vehicle for the purpose of expert opinion.
6. Checking of weighbridge to examine genuineness of issuance of their weightment certificate.
7. Inspection for Opening/Renewal of Auto Emission Testing Centre and surprise checking of existing Auto Emission Testing Centre regarding genuineness of issuance of their, PUC Certificate including checking of their working equipments, personnel etc. If found any irregularities suspension/ cancellation of the same, following the Motor Vehicles Rules.
8. Inspection for opening of LPG/CNG Retro fitment Centre / and issuance of licenses by the Licensing Authority for.
9. Inspection for granting new agency that will be authorized to sell taxi meters.

**R.K. Maity, IAS**

JOINT SECRETARY  
TRANSPORT DEPARTMENT  
GOVT.OF WEST BENGAL  
KOLKATA-700 001

Tele Fax: 033-2214 5260

No. 316(3)-JSRM/J06/JSRM/106/JSRM/Duty chart/MVI(T)(NT)/2008

Dated - 31.12.2008

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কলকাতা - 700001

To

1. The Director, PVD, Koikata
2. The District Magistrate. (All) \_\_\_\_\_
3. The SDO, Siliguri/ Alipurduar/Barrackpore/Asansol/ Tamluk / Contai/Durgapur

Sir,

Enclosed please find herewith the duties and functions of both Motor Vehicles Inspectors- Non Technical and Technical, has been prepared by the Transport Department/Government of West Bengal.

So you are requested to look into the matter and implement the same.

Yours faithfully

Joint Secretary  
Transport Department

No. 316(3)-JSRM/J06/JSRM/106/JSRM/Duty chart/MVI(T)(NT)/2008

Dated - 31.12.2008

**Copy forwarded for information and necessary action to:-**

1. **The RTO** (All) \_\_\_\_\_
2. **The ARTO**, Siliguri/ Alipurduar/Barrackpore/Asansol/Tamluk/ Contai/Durgapur.

Joint Secretary to the  
Government of West Bengal

**DUTIES AND FUNCTIONS OF MOTOR VEHICLES INSPECTORS - NON-TECH**

1. Matter relating to grant/renewal of all type of permits/counter-signature on permit/transfer of permit.
2. Matter relating to collection/refund/remission of Motor Vehicles Tax/Fees etc. and penalty.
3. Matter relating to transfer -of ownership of Motor Vehicles and verification of address/garage, address for the purpose of new registration, renewal of registration; change of address etc and necessary up-gradation in computer of his part only.
4. Matter relating to grant/renewal of license for the Agent or a canvasser In the sale of tickets for the travel by public service vehicles.

**ENFORCEMENT MATTERS**

Regular and surprise checking on the road or at the premises of the owners of Motor Vehicles individually or collectively with the flying squad to detect offences relating to registration/permit/overloading/certificate of fitness/driving licence/Insurance/tax & addl, Tax/auto emission & pollution certificate/any violation of Motor Vehicles Acts and Rules, West Bengal Motor Vehicles Tax Act, West Bengal Motor Vehicles Addl. Tax and one time tax Act, and action to be taken against such *offence* under provisions of relevant section of Acts and Rules by compounding etc.

6. Institution and conducting cases in respect of offences under the Acts and Rules as stated in Serial no. 5 (enforcement matters) and to attend the court in connection with the said matters.
7. Conducting traffic surveys to collect statistical information, additional transport services or opening of new routes or on an existing routes or extension of the same etc.
8. Enquiry and report on the conditions of road, bridge/culvert, traffic, bus stand etc.
9. Enquiry and report at the time of Hire Purchase endorsement or deletion.
10. Enquiry and report for the purpose of repossession of vehicles under section 51 of Motor Vehicles Act, 1988.
11. Enquiry and report at the time of issuance of NOC for vehicle.
12. Black list/removal of blacklist In the computer.
13. Any kind of edit/correction/up gradation in the computer record relating with the non-technical job allotted in their favour.
14. Any other matters not related to technical and constructional subject which are not covered by this Government Order.

*Sd/-*

R.K. Maity  
Joint Secretary  
Transport Department

fees specified in schedule XI.

71C. Licensing authority for liquified Petroleum Gas-Kit – subject to the provision contained elsewhere in these rules, license for the Liquified Petroleum Gas-Kit agency shall be granted in form XIX to

- (i) The applicant intending to carry on business in Kolkata (within the jurisdiction of Kolkata police station) and Bidhannagar Municipality by the Director of the Public Vehicles Department, Kolkata;
- (ii) The applicant intending to carry on business or has his principal place of business in a District the District Magistrate of the said district.

**71D.** Payment of fees etc. —No license for retro fitment of Liquified Petroleum Gas-Kit agent or renewal thereof or for duplicate, shall be granted unless fees and other sums have been paid by the applicant in Schedule XI.

**71E.** Duties of a retro-fitment agent—(1) After fitment of Liquified Petrol Cum Gas-Kit on in-use vehicle, the agent shall issue a certificate under Rule 115C of the Central Motor Vehicles Rules, 1989, stating the registration number, the engine and chassis number of the vehicle, name of the registered owner, date of fitment and the number of the Liquified Petroleum Gas-Kit.

- (2) Every agent shall maintain a register in Form XX, in duplicate, which shall be in a bound book with pages serially numbered.
- (3) At the end of every month, the agent shall send the register to the Licensing Authority of the area for verification and record.
- (4) The register shall be produced for inspection of demand any officer empowered by the Licensing authority in this behalf.

**71F.** Retro-fitment of Liquified Petroleum Gas-Kit in in-use vehicles – (1) Any person desirous of retro fitment of Liquified Petroleum Gas-Kit on in use vehicle may apply to authorised agent at his workshop.

- (2) After retro-fitment of Liquified petroleum Gas-Kit in-use vehicle along with registration certificate shall be produced before the registering authority for mandatory inspection.
- (3) The Registering authority after physical verification and after satisfactory test of fitness shall make necessary entries and endorsement in the registration certificate and concerned registers on payment of inspections fees specified in schedule XI.
- (4) After Form XVI the following Forms shall be inserted :-

### ROLE OF THE OFFICIALS AT PVD / RTOs / ARTOs IN VAHAN

SI. No.	MENU	PVD	OTHERS
1.	Advance Search	AD/SO/ARTO/MVI/PVO/SECY	RTO, ARTO, MVI
2.	Approval- Backlog Registration Data Entry	ADR/SOR/ARTO	RTO, ARTO
3.	Approval-Registration / Tax/Fitness Transactions	AD/SOR/ARTO/PVO	RTO, ARTO
4.	Approval-HPA	AD/SOR/ARTO	RTO / ARTO
5.	Approval-HTP	AD/SOR/ARTO	RTO / ARTO
6.	Approval-ALT	AD	RTO/ARTO
7.	Approval-CA	AD/SOR/ARTO	RTO / ARTO
8.	Approval-CONV	AD	RTO/ARTO
9.	Approval-DUPTAX	AD/PVO	RTO/ARTO
10.	Approval-CF	ADT	RTO/ARTO
11.	Approval-DUP RC	AD/SOR/ARTO	RTO / ARTO
12.	Approval-NOC	AD/SOR/ARTO	RTO / ARTO
13.	Approval-NR	AD/SOR/ARTO	RTO / ARTO
14.	Approval-RR	ADT	RTO/ARTO
15.	Approval-TO	AD/SOR/ARTO	RTO / ARTO
16.	Approval-Dispose/Reject	AD/SOR/ARTO	RTO / ARTO
17.	Backlog-Enter Registration Data	DA	DA
18.	Display Screen Report registration Data	ALL	ALL
19.	Dispose/reject Receipt	AD/SOR/ARTO/PVO	RTO / ARTO
20.	Fee-New Vehicle Registration	DA	DA
21.	Fee-registered Vehicles	DA	DA
22.	Fee-Tax Related	DA	DA
23.	Fitness-Cancellation	AD/ARTO	RTO/ARTO
24.	Fitness-Test Details Entry	MVI (T)	MVI (T)
25.	Inspection-Non Transport Data Entry	MVI (T)	MVI (T)
26.	Master-Enter/Edit Parameters	REMOVE FROM ALL	REMOVE FROM ALL

S1. No.	MENU	PVD	OTHERS
27.	Master-Enter/Edit Tax Penalty slabs	REMOVE FROM ALL	REMOVE FROM ALL
28.	Master-Fee Related Data	REMOVE FROM ALL	REMOVE FROM ALL
29.	Master-Manage Manufacturer and Model	AD/ARTO	RTO/ARTO
30.	Master-Manage Master Tables	REMOVE FROM ALL	REMOVE FROM ALL
31.	Open DA Counter	AD/SOR/PVO	RTO /ARTO
32.	Print-Account Statement (All Cashiers)	AD/SOR/ARTO/PVO	RTO,ARTO
33.	Print-Cancelled Receipts (Individual)	DA	DA
34.	Print-Cancelled Receipts	DA	DA
35.	Print-Fitness Certificate	DA	DA
36.	Print-NOC Slip	DA	DA
37.	Print-RC/Form24/Tax Card / Slips	DA	DA
38.	Print-Receipt Status	ALL	ALL
39.	Receipts-Cancellation	AD	RTO/ARTO
40.	Receipts-Manage Receipt Books	AD/SOR/PVO	RTO /ARTO
41.	Rceipts-Reset Running Receipt No	DA	DA
42.	Registration-Admn. of Data	AD/SOR/ARTO/PVO	RTO,ARTO
43.	Registration-Black Listed Vehicles	AD/ARTO/PVO	RTO/ARTO/MVI
44.	Registration-Block Numbers	NODAL OFFICER	NODAL OFFICER
45.	Registration-Alot New Series	NODAL OFFICER	NODAL OFFICER
46.	Registration-Cancel RC/ release/ surrendered RC	AD/SOR/ARTO	RTO /ARTO
47.	Registration-Cancellation of NOC	AD/SOR/ARTO	RTO /ARTO

vehicle and capacity of the engine for which the Liquified Petroleum Gas-Kit is intended, along with a fee of Rs. 5000/- (Rupees Five thousand) only to be deposited by Treasury Challan No.-7.

Upon receipt of an application, the Transport Department may grant permission for sale and retro-fitment of Liquified Petroleum Gas-Kit, 71B, Procedure for grant or renewal of liquified Petroleum Gas-Kit agent's license – (1) Any person or firm may make an application in Form XVII along with the fees as specified in schedule XI to the Licencing Authority of the area in which he has his principal place of business.

- (2) The application shall be accompanied by a copy of the permission granted by the Transport Department under Rule 71A.
- (3) On receipt of the application referred to in sub-rule (1) along with the requisite fees as specified in schedule XI, the Licensing Authority shall grant License to the applicant for a period of three years.

Provided that the Licensing Authority may refuse to grant or renew or may cancel the License if such applicant –

- (a) has been convicted by a Criminal Court for commission of non-bailable offence or
- (b) has committed serious violation of the terms and conditions of the License, or
- (c) is a defaulter in the payment of fees payable to the State Government for the License.

Provided further that where the Licensing authority refused to grant license to an applicant, he shall after giving an opportunity of being heard and reasons to be recorded for doing so and intimate the fact to the applicant.

- (4) Any person aggrieved by an order of the Licensing authority may prefer an appeal against such order to the Secretary, Transport Department, Government of West Bengal within 45 (forty five) days from the date of decision or order to be appealed against.
- (5) On receipt of any such appeal, the appellate authority shall after giving the parties to the appeal, a reasonable opportunity of being heard and after making such enquiry as it deems proper make such order, as it thinks fit confirming, modifying or reversing the decision or order appealed against.
- (6) No appeal shall be admitted if it is preferred after the expiry of the period prescribed therefor. Provided that an appeal may be admitted after the expiry of the period prescribed therefor if the appellant satisfies the appellate authority that he had sufficient cause for not preferring the appeal within that period.
- (7) In case of renewal of such license, the application should be made at least one month before the expiry of the license. An application received after expiry of the license shall be filed along with late



**The**  
**Kolkata Gazette**  
*Extraordinary*  
*Published by Authority*

**VAISAKHA 30] THURSDAY, MAY 20, 2003 [SAKA 1925**

Part-I – Orders and Notifications by the Governor of West Bengal,  
 the High Court, Government Treasury etc.

**GOVERNMENT OF WEST BENGAL**  
**TRANSPORT DEPARTMENT**  
**NOTIFICATION**

No. 2227-I9th May 2003 – In exercise of the power conferred by Sections 28, 38, 65, 107, 111, 438, 159 and 176 read with Sections 211 of the Motor Vehicles Act, 1988 (59 of 1988), (herein after referred to as the said Act) the Governor is pleased here by to make after previous publications by the Section (1) of Section 212 of the said Act, following amendments in the west Bengal Motor Vehicles Rules 1989 (hereinafter referred to as the said rules).

**AMENDMENTS**

**In the said Rules –**

(I) In Rule 2,

(i) after clause (a), the following clause shall be inserted :-

“(aa) ‘agent’ means any person of firm duly authorised by the manufacturer or supplier of liquified petroleum Gas- kit and approved by the Transport Department who is engaged in the business of retro fitment of Liquified Petroleum Gas-kit on in use vehicle.”

(ii) after clause (g) the following clause shall be inserted :- “(gg)” “retro-fitter agent’s license” means a license issued to an agent under rule 71 C”.

(2) After rule 71, the following rule shall be inserted :-

“71A application for approval of Liquified Petroleum Gas-Kit (1). The Liquified Petroleum Gas-Kit manufacturer or supplier, who has obtained a certificate from any of the testing agencies authorised under Rule 126 of the Central Motor vehicles Rules, 1989, for retrofitment on in use vehicles with Liquified Petroleum Gas-Kit shall apply in Form XVII to the Transport Department, for permission for sale of Liquified Petroleum Gas-Kit. Such application shall be accompanied by specifications, instructions for working and shall state the type of motor

S1. No.	MENU	PVD	OTHERS
48.	Registration-Duplicate certificates (RC/Tax Card)	AD/PVO/SOR	RTO/ARTO
49.	Registration-Reassignment of vehicle No.	AD/SOR/ARTO	RTO /ARTO
50.	Registration-Renewal	AD/SOR/ARTO/MVI(T)	RTO/ARTO/MVI(T)
51.	Registration-Surrender RC	AD/SOR/ARTO	RTO/ARTO
52.	Registration-Updating of Insurance	DA	DA
53.	Registration-Upload Data for Smat Card	AD/SOR/ARTO	RTO/ARTO/MVI
54.	Start the Day Begin Process	AD/ARTO	RTO/ARTO/MVI
55.	Tax-Balance / Clearance	AD	RTO/ARTO
56.	Tax-Collection	DA	DA
57.	Tax-Exemption	AD	RTO /ARTO
58.	Tax-Exemption Clearance	AD	RTO/ARTO
59.	Tax Assessment	ALL	ALL
60.	Verify Technical detail	AD	RTO/ARTO
61.	Users-Create & Manage	NODAL OFFICER	NODAL OFFICER
62.	HPA-Data Entry	MVINT/DA	MVINT
63.	HPT-Data Entry	MVINT/DA	MVINT
64.	ALT-Data Entry	MVI-T	MVI-T
65.	CA-Data Entry	MVINT/DA	MVINT
66.	CONV-Data Entry	MVIT	MVIT
67.	DUP Tax- Data Entry	MVINT/DA	MVINT
68.	CF-Data Entry	MVIT	MVIT
70.	DUP RC-Data Entry	MVINT/DA	MVINT/DA
71.	NOC-Data Entry	MVINT / DA	MVINT / DA
72.	RR-Data Entry	MVIT	MVIT
73.	TO-Data Entry	MVINT / DA	MVINT / DA
74.	Print- Screen Report	ALL	ALL
75.	CA-NT Verification	MVINT	MVINT
76.	NR-NT Verification	MVINT	MVINT
77.	HSRP	ADE	RTO/ARTO



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writers' Building  
Kolkata-700001

**Order NO.161-WT/3M-67/2010**

**Date : 14.01.2011**

A proposal was under consideration of this Deptt. for abolition of the system of printing and direct sale of different forms prescribed under the West Bengal Motor Vehicles Rules, 1989.

The issue has been considered from the point of economy in expenditure; proper maintenance, sale and distribution of such forms.

After careful consideration of the matter and considering all aspects on the issue it has since been decided that :-

1. The system of printing and sale of forms prescribed under the Motor Vehicles Rules, 1989 be abolished with immediate effect.
2. Such forms shall be displayed in the Website of the Government of West Bengal for down loading. Specimen copy of the forms may also be made available for public display in the M.V. Offices.
3. Transaction fees in lieu of existing practice of sale of forms shall be introduced with immediate effect at a flat rate of Rupees 20/- for each traction and such fee shall be collected through computer system in all cases of grant / renewal of conductor's licence, driver's licence / registration of vehicles / issue of permits, etc.

Necessary amendment in the West Bengal Motor Vehicles Rules,

By order of The Governor

Additional Chief Secretary  
to the Govt. of West Bengal

**Order NO.161-WT/3M-67/2010**

**Date : 14.01.2011**

***Copy forwarded for information to :***

1. The Director, PVD, Kolkata.
2. District Magistrate and Chairman, RTA (All).
3. The Secretary, STA, West Bengal.
4. Assistant Secretary

**Order NO.161-WT/3M-67/2010**

**Date : 14.01.2011**

***Copy forwarded for information-to :***

1. Dr. T.K. Das, Technical Director, NIC, Bidyut Bhavan, Salt Lak<sup>Q</sup> - 91
2. Assistant Secretary



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writer's Buildings Kolkata- 700001

**No. 1047 (19)-WT/3M-20/2013**

**Date - 25-03-2013**

**From : Avanindra Singh, IAS,  
Joint Secretary  
to the Government of West Bengal**

**To :**

1. **The District Magistrate (all)**  
.....  
.....
2. **The Director  
Public Vehicles Department  
38, Beltala Road  
Kolkata- 700020**

Sir,

Please refer to the discussion held in Video Conference on 22-03-2013 chaired by the Hon'ble Minister-in-Charge, Transport department regarding uploading of recent Government notifications issued by the Transport Department on various subjects.

You are, therefore, requested to visit the "NOTICE" section of "<https://vahan.wb.nic.in>" for downloading Government notifications.

For any clarification the undersigned may be contacted over 033-2214-5568.

Yours faithfully

Joint Secretary  
to the Government of West Bengal

**No. 1047 (19)-WT/3M-20/2013**

**Date - 25-03-2013**

***Copy forwarded to ::-***

1. P.S. to MIC Transport Department, Government of West Bengal.
2. P.A. to Principal Secretary, Transport Department, Government of West Bengal.

Yours faithfully

Joint Secretary  
to the Government of West Bengal

gone beyond economic repair, (f) period of non use due to un-roadworthiness, (g) action taken to make roadworthy, (h) whether involved in any accident, (i) Floor/Reserve price re-recommended, and (j) remarks, if any.

6. On consideration of the recommendation of the "Condemnation Testing Committee" the Principal Secretary/Secretary of the Department may declare a vehicle 'condemned' for disposal and steps for disposal of the same through public auction shall be taken. A notice regarding such auction of the 'condemned' vehicle will have to be published in two dailies, one English and another Bengali, at least 15 days before the date of the auction.
7. The vehicle so put in auction will be disposed of in favour of the bidder quoting highest price above the 'Floor/Reserve price' and the sale proceeds thereof shall be deposited with the government under appropriate 'Receipt Head of Account'.
8. In case the highest price offered at such auction falls short of more than 5% of the 'Floor/Reserve Price' even after second auction, the vehicle can only be disposed of with the concurrence of the Finance department, after evaluating adequate justification.

Transport Department will monitor the condemnations of the Govt. vehicles approved by various "**Condemnation Testing Committee**" of the State by building up a data-base on the reserve price so fixed by the committees and the prices fetched after auction. For this purpose the concerned departments / directorates will send necessary information as per proforma mentioned at paragraph 5 above mentioning also the auction price at which the vehicle was disposed of in the "Remarks" item.

[See Rule 71A]

*Application form for grant of permission for sale of LPG Kit in West Bengal.*

**To**  
**The Secretary,**  
**Transport Department,**  
**Government of West Bengal**

1. Name of the applicant :
2. Full address :
3. Name of the authorized testing agency granting type approval :
4. Number and date of Certificate granting type approval with attested copy of the certificate :
5. Type of Vehicles for which approval have been obtained for retro fitment :

*I enclose I.T.C.C./P.T.C.C. along with this application.*

*The above statements are true to the best of my knowledge.*

Signature of the Applicant

[PART 1] THE KOLKATA GAZETTE, EXTRAORDINARY, MAY 20, 2003

**FORM XVIII**

(See Rule 71C of the West Bengal Motor Vehicles rules 1989)

**To**  
**Licensing Authority**

1. Name of the applicant/firm (in full) :
2. Full address of the applicant :

3. Full address of the workshops : where business is proposed to be carried out with documentary evidence of the premises being owned by the applicant (by way of lease/agreement)
4. Name of the kit manufacturer/kit : supplier. Whose agency is obtained (enclose copy of agency authorization from the kit manufacturer/supplier)
5. Name of the authorized testing : agency (attested copy of certificate of the authorized testing agency to be enclosed)
6. Number of vehicles that can be retrofitted fitted at the workshop/s per month :
7. Number trained employees : (with certificate from the kit manufacturer) engaged at the workshop/s.
8. Enclosed copies of Trade : License, in-come-tax and Sales-tax certificates with application

Signature of the applicant

**THE KOLKATA GAZETTE, EXTRAORDINARY, MAY 20, 2003**

**FORM XIX**

**(See Rule 71 B of The West Bengal Motor Vehicles Rules, 1989)**

**FORM FOR AGENT'S LICENSE / RENEWAL OF AGENT'S LICENSE  
LICENSE NUMBER:**

1. Name of the licensee :
2. Address of the Licensee :
3. Address of the Office of Licensee :
4. Date of first issue of License :
5. Valid / Renewal upto :

Licensing Authority

Kolkata and in the case of Districts such nomination shall be made by the concerned District Magistrate. Such committee should preferably have one Accounts Officer or, if no such Officer is available, a Group 'A' officer of the scale of pay of Rs. 8,000/- to Rs. 13,500/- as a member, to be nominated by the District Magistrate at the district level and by the concerned department at the State level.

4. When it is found that a considerable amount is being spent to maintain a vehicle so as to make any repair uneconomic or when a vehicle has become un-roadworthy and the same has achieved the minimum requirement of service to be rendered by it as per G.O. No. 5077-WT dated 16-11-2004 of this department, the same should be referred to such 'Condemnation Testing Committee' for opinion.
5. The 'Condemnation Testing Committee' after consideration of the relevant data (viz. age, kilometers covered, costs of repair etc.), Govt, guidelines and the physical condition of the vehicle as per proforma annexed hereto as "Annexure-1" will take a decision as regards its condemnability and will submit the recommendation along with the 'Floor/Reserve Price' (if condemnation is recommended) in the form of resolution. The minutes of the meeting of the committee should contain a 'speaking analysis' of the "Floor/Reserve Price".

A statement in the following proforma along with the report on physical inspection as per 'Annexure-I' are required to be sent along with the recommendation of the committee :-

- (a) Registration no. of the vehicle, (b) Type of vehicle, (c) Kilometer covered, (d) Particulars of major repairs exceeding Rs.5000/= undertaken in the last three financial years (with no. of such occasions and the cost involved on each occasion) (e) whether the vehicle has



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writer's Building, Kolkata-700 001

**No. 5193-WT/TR/O/2M-12/2003      Kolkata, 24th, November, 2004**  
**29th**

## **MEMORANDUM**

**Sub :- Revised guidelines determining procedures for condemnation and disposal of state Government Vehicle.**

In supercession of all previous orders in the matter of procedures for declaration of State Government Vehicles as '**CONDEMNED**' and disposal of the same, the Governor has been pleased to approve the undernoted revised guidelines to be followed in respect of every government vehicle owned by different Departments or Directorates before the same is condemned :-

2. Henceforth the Principal Secretary/Secretary of the Department shall be the Competent Authority to declare a state Government vehicle owned by them as 'condemned' and dispose of the same on the recommendation of the 'Condemnation Testing Committee' to be formed for such purpose by the Departments as per the following guidelines at the State level or at the district level.
3. Such 'Condemnation Testing Committee' shall consist of at least three members, the Chairman of the committee should be the nominee of the concerned department at the State level, while at the district level the Principal Officer of the concerned Department shall be the Chairman. Another member shall be a Technical Expert of the Transport Department to be nominated by the Transport Department in respect of offices located in

**To**  
**The Registering Authority**

Sl. No.	Date	Vehicle Number	Name of registered owner	Address of the registered owner	LPG Kit No.	Signature (licensed agent)

## Licensed Agent

**4.** After schedule -X, the following schedule shall be inserted –

## **SCHEDULE – XI**

### **Fees for grant or renewal of license or duplicate license**

(a)	Application fee	:	Rs.	1,000.00
(b)	Grant of License	:	Rs.	5,000.00
(c)	Renewal of License if application is made within time	:	Rs.	5,000.00
(d)	Renewal of License if application is made after expiry	:	Rs.	5,000.00 (per annum) + 2,000 late fee per month or part thereof
(e)	Issue of duplicate license	:	Rs.	2,500.00
(f)	Inspection fees	:	Rs.	500.00

By order of the Governor

Jt. Secy. to the Govt. of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writers' Buildings  
Kolkata- 700001

No. 5077-WT/TR/O/2M-12/2003

Kolkata, 16th November, 2004

### MEMORANDUM

Sub :- Revised guidelines regarding normal life of State Government vehicles to be taken into consideration before condemnation and disposal.

In supercession of all previous orders including memorandum No. 11495-WT, dated 30-09-1988 of the Home (Transport) Department in the matter of determination of the normal age of the State Government Vehicles to be taken into consideration while condemning them before disposal, the Governor has been pleased to approve the following revised guidelines in the matter to be followed in respect of every Government vehicle.

Category of vehicle	Normal life of the vehicle
a) Motor vehicles above 3 (Three) tons	4 (four) Lakh Kilometers or 8 (eight) years of age
b) Motor vehicle between 1 (one) Ton and 3 (Three) tons	3 (three) Lakh Kilometers or 8 (eight) years of age
c) Motor cars 4 (wheelers), Jeep, Ambassador, Contessa, Tata Sumo, Trekker etc.	2.5 (two and half) Lakh Kilometers or 8 (eight) years of age
d) Motor Cycles	75000 Kilometers or 8 (eight) years of age

2. The Governor has also been pleased to decide that while condemning a vehicle on the basis of its use in years only, it should be ensured that the vehicle has rendered at least 90% of the recommended kilometerage. A technical report as regards the vehicle being beyond economic repair should also be obtained before condemnation.
3. This issues with the concurrence of the finance department vide their U.O. No. Group "R" 426 dated 02-11-2004.

**Sumantra Chowdhury**

Principal Secretary  
to the Government of West Bengal

**(Page - 72)**

4. The District Magistrate, Dakshin Dinajpur
5. The District Magistrate, Uttar Dinajpur
6. The District Magistrate, Burdwan
7. The District Magistrate, Birbhum
8. The District Magistrate, Purulia
9. The District Magistrate, Purba Medinipur
10. The District Magistrate, South 24 Parganas
11. The District Magistrate, Murshidabad
12. The District Magistrate, North 24 Parganas

They are requested kindly to nominate the member as mentioned in a (iii) & a(iv).

**Sd/- Niloy Ghosh**  
Director of Information & Ex-Officio  
Joint Secy.

**No. 1387/2 (40) -I.C.A.**

**Dated, Kolkata, the 19th May, 2008**

***Copy forwarded for information and necessary action to***

1. The District Information & Cultural Officer, Darjeeling / Jalpaiguri / Coochbehar / Dakshin Dinajpur / Uttar Dinajpur / Burdwan / Birbhum / Purulia / Purba Medinipur / Murshidabad / North 24 Parganas and Special District Information and Cultural Officer, Sunderban Area, Kakdwip. They are also requested to seek the name as sought for in coloums a (iii) & a (iv) from the respective District Magistrate accordingly.

**Photocopy** of the Order No. 6680/W.T./T.R./O/2M-12/03 dated 27-12-2004 and order No. 5193-WT/T.R./O/2M-12/03, dated 24/29th November, 2004 and also the report of the Senior T.S. (Motor) is attached herewith.

2. The Sub-Divisional Information & Cultural Officer Jalpaiguri Sadar/Darjeeling Sadar / Cooachbehar Sadar/ Malda Sadar / Balurghat Sadar / Raiganj Sadar / Hooghly Sadar / Purulia Sadar / Burdwan Sadar / Birbhum Sadar / Baharampur Sadar / Islampur / Mekhligunj / Mathabhanga / Alipurduar / Kurseong / Siliguri / Kalimpong / Haldia / Asansol / Katwa / Kanthi / Ghatal / Rampurhat / Bolpur / Lalbag.

**Photocopy** of the Order No. 6680/W.T./T.R./O/2M-12/03 dated 27-12-2004 and order No. 5193-WT/T.R./O/2M-12/03, dated 24/29th November, 2004 and also the report of the Senior T.S. (Motor) is attached herewith.

**(N. Gangopadhyay)**  
Jt. Director of Information  
(Rural Admn)

**(Page - 65)**

10. This issues with the concurrence of the finance department vide their U.O. No. Group "R" 426, dated-02-11-2004.

Sumantra Choudhury  
Principal Secretary  
to the Government of West Bengal

**No. 5193-WT/TR/O/2M-12/2013**  
14

**Kolkata, 24th, November,**  
**29th**

***Copy forwarded for information and necessary action to :***

1. The Pr. Accountant General (A & E), West Bengal, Treasury Buildings, Kolkata- 700001.
2. The Principal Secretary .....
3. Principal Secretary, Finance Deptt.
4. Special Secretary (Revenue), Finance Deptt.
5. The District Magistrate, .....
6. The Commissioner .....
7. The Supdt. of Police .....
8. The Director, Public Vehicles Department, Kolkata- 700020.
9. The Administrative Officer, Pool Car Office, Kolkata.
10. The Managing Director, CSTC/NESTC/CTC/SBSTC/WBSTC

**Principal Secretary**  
to the Government of West Bengal

Annexure to the Memorandum No. 5193-WT dt-**24th / 29th, November, 14** of the Transport Department.

Inventory of vehicle No. \_\_\_\_\_ Make \_\_\_\_\_  
 \_\_\_\_\_ Model \_\_\_\_\_ Chassis No. \_\_\_\_\_  
 \_\_\_\_\_, Engine No. \_\_\_\_\_, Date of Commission \_\_\_\_\_  
 \_\_\_\_\_ Type of Body \_\_\_\_\_, Class of Vehicle \_\_\_\_\_ date from which the vehicle want off the road \_\_\_\_\_ Average K.M. Covered \_\_\_\_\_.

**List of Components**      **Yes/ No.**      **Remarks**

**“A” Engine :-**

01. Radiator
02. Water Pump
03. Engine Fan
04. Cylinder Head
05. Engine Block
06. Crank Shaft
07. Piston Assembly
08. Carburetor
09. Injectors
10. Air Compressor
11. Accelerator Linkage

**“B” Cluth :-**

01. Clutch Facing
02. Pressure Plate Assembly.
03. Clutch Pedal
04. Clutch Linkage

**List of Components**      **Yes/ No.**      **Remarks**

**“C” Gear Box :-**

01. Transmission
02. Companion Flange
03. Slip Joint
04. F/Prop. Shaft
05. Slip Joint
06. Rear Joint Shaft

x)	DICO, Hooghly	WBV-7292
xi)	DICO, Murshidabad	WBV-1535
xii)	Spl. DICO Kakdwip	WBD-5273
xiii)	SDICO, Islampur	WBB-5913
xiv)	SDICO, Mekhligunj	WBA-5499
xv)	SDICO, Mathabhanga	WBB-5921
xvi)	SDICO, Alipurduar	WBE-3018 alongwith Trailer NO. WBW-1060

xvii)	SDICO, Kurseong	WMB-8274
xviii)	SDICO, Siliguri	WBF-5194
xix)	SDICO, Kalimpong	WMB-8276
xx)	SDICO, Haldia	WBD-5275
xxi)	SDICO, Asansol	WBJ-7700
xxii)	SDICO, Katwa	WBE-5154
xxiii)	SDICO, Kanthi	WBE-3022
xxiv)	SDICO, Bolpur	WBD-5273
xxv)	SDICO, Ghatal	WBE-3021
xxvi)	SDICO, Rampurhat	WBD-5212
xxvii)	SDICO, Lalbag	WBD-5276
xxviii)	SDICO, Barrackpore	WBF-5205

2. The members of the committee will inspect the respective vehicle and finalise the modalities for condemnation of the vehicle as well as determine the “**RESERVE PRICE**” and send a comprehensive report to this department at the earliest.
3. This order is issued with the concurrence of the principal secretary of this department.

**Sd/- Niloy Ghosh**  
 Director of Information & Ex-  
 Officio  
 Joint Secy.

**No. 1387/1(12) -I.C.A.**

***Copy forwarded for information and necessary action to :-***

1. The District Magistrate, Darjeeling
2. The District Magistrate, Jalpaiguri
3. The District Magistrate, Coochbehar



**GOVERNMENT OF WEST BENGAL**  
**DEPARTMENT OF INFORMATION & CULTURAL AFFAIRS**  
**WRITER'S BUILDINGS, KOLKATA**

No. 1387-I.C.A.

Dated, Kolkata, the 19th May, 2008

**ORDER**

In terms of Transport Dept. Order No. 5193-WT/TR/O/2M-12/03, dated-24th/29th November, 2004 read with order No. 6680/W.T./T.R./O/2M-12/03, dated 27-12-2004, Condemnation Testing Committee is hereby constituted with the following members for considering the proposal for condemnation of the vehicle as noted below in the interest of public services.

A) i) District Information & Cultural Officer Chairman  
 ii) Sub-Divisional Information & Cultural Officer (if any post of SDICO is vacant, the DICO may nominate any other SDICO under his control) Member  
 iii) Motor vehicle Inspector (to be nominated by the District Magistrate) Member  
 iv) Accounts Officer or, if no such Officer is available, any Group "A" Officer of the scale of pay of Rs. 8000/- – Rs. 13,500/- to be nominated by the District Magistrate. Member

B) **Details of vehicle**

<b>Name of the Office</b>	<b>Vehicle No.</b>
i) DICO, Jalpaiguri	WBV-7290
ii) DICO, Darjeeling	WBB-5295 & WB-8220
iii) DICO, Coochbehar	WMA-7530
iv) DICO, Malda	WBJ-2936
v) DICO, Dakshin Dinajpur	WBB-5923 & WBV-7231
vi) DICO, Uttar Dinajpur	WBB-5972
vii) DIOO, Burdwan	WBA-5130
viii) DICO, Birbhum	WBV-1534
ix) DICO, Purulia	WBV-8394

**"D" Rear Axle :-**

01. Differential Tube
02. Tail and Crown Wheel Assembly
03. Axle Shaft
04. Wheel hubs
05. Wheel bearings
06. Brake shoes
07. Brake Drums

**"E" Front Axle :-**

01. I. Beam
02. Stub Axle
03. Wheel Bearing
04. Brake Shoes
05. Brake drums

**"F" Brakes :-**

01. Brake Shoe Lining
02. Slack adjustar / Servo
03. Brake Chambers / Wheel Cylinders
04. Brake Pipes
05. Unloader Valve
06. Air Reserver
07. Brake Vavle / Master Cylinder
08. Operating Pedal
09. Hand Brake

**"G" Petrol Tank :-****"H" Fuel Lines :-****"I" Steering Gear :-**

01. Steering Wheel
02. Steering Box
03. Prop Arm
04. Drag Link
05. Trake Rod Lever R/H
06. Trake Rod Lever L/H

**"J" Tyres :-**

01. Front
02. Rear

**"K" Body Condition :-****"L" Seat Frame :-****"M" Chassis :-**

- 01. Long Member
- 02. Cross Member

**“N” Electrical Items :-**

- 01. Self Starter
- 02. Dynamo
- 03. Battery
- 04. Inside wiring with light
- 05. Head Light
- 06. Back Light
- 07. Air Horn / Electrical Horn

**“O” Suspension :-**

- 01. Load Spring
- 02. (a) Front
- (b) Rear
- (c) Shock Absorber

Date of Inspection  
the

Signature & Designation of  
Inspecting Authority

**GOVERNMENT OF WEST BENGAL**

Transport Department  
Writer's Building, Kolkata- 700001

**No. 6680-WT/TR/O/2M-12/03**

**Dated- 27-12-2004**

**From :- Shri Sumantra Chowdhury, IAS**  
**Principal Secretary to the**  
**Govt. of West Bengal**

**To :- The Pr. Accountant General**  
**(A & E), W.B.**  
**Treasury Building**  
**Kolkata- 700001**

**CORRIGENDUM**

**Sub :- Revised guidelines regarding normal life**  
**of State Govt. of Vehicles to be taken into**  
**consideration before condemnation and**  
**disposal.**

Sir,

In inviting a reference to this Deptt.'s Memo No. 5077-WT, dated-16-11-2004 on the above noted subject I am to say that there has been a typographical mistake occurring in para 1(c) of the said orders which read as follows :-

1(C) Motor Cars (4 wheelers) 2.5 (two and half) kilometers  
Jeep, Ambassador, Contessa or 08 (eight) years of age  
Tata Sumo, Trekker etc.

**The Corrected para 1(C) will be as follows**

1(C) Motor Cars (4 wheelers) 2.5 (two and half) lakh kilometers  
Jeep, Ambassador, Contessa or 08 (eight) years of age.  
Tata Sumo, Trekker etc.

The other conditions of the said orders shall remain unchanged.

This is for your kind information.

Yours faithfully

**(Sumantra Chowdhury)**  
Principal Secretary to the Govt.  
of West Bengal

- d) He will tie up the applicant with the financier (Bank/NBFC) so as to reach an agreement for disbursement of required loan amount for purchasing the vehicle and ensure issue of pre-sanction letter by the financier.
- e) He will assist the applicant to submit his application for grant of subsidy under Gatidhara Scheme and also for issuance of permit before STA/RTA under the said scheme.
- f) On production of the provisional sanction letter by the applicant [clause 11(b)] the concerned Gatidhara-Facilitator will issue a letter (in the format at Annexure IX) within 2 (two) weeks confirming that the applicant has made initial down-payment to the facilitator (dealer), as already agreed and the financier has agreed to disburse loan as financial assistance in favour of the applicant to purchase the vehicle.
- g) On receipt of the subsidy amount sanctioned against any applicant released in favour of the concerned Gatidhara-Facilitator by WBTIDCL, the said facilitator will take immediate actions to effect early delivery of the vehicle against receipt of the amount of the total project cost, which is made available to the dealer partly by the applicant (as down-payment) and the subsidy amount received from WBTIDCL and partly by the financier (as loan amount, if any) and present the same before the concerned Registering Authority for registration within 10 days from the date of release of subsidy.
- h) The Gatidhara-Facilitator will inform the registration number of the vehicle in respect of each beneficiary to the concerned STA/RTA and WBTIDCL and deliver the vehicle and related documents to the beneficiary.
- i) The Gatidhara-Facilitator may also extend necessary help to the beneficiary to get the permit issued by the STA/RTA, by which the offer-letter was issued, if so required by the beneficiary.
- j) The Gatidhara-Facilitator will ensure that the words "*With financial support of Government of West Bengal under GATIDHARA SCHEME*" are inscribed in blue colour on white band on the rear part of the body of the vehicle on both sides.
- k) In case the vehicle is not registered in favour of the beneficiary utilizing the subsidy released under the scheme by WBTIDCL within the stipulated time as mentioned under clause (f) above, the facilitator will refund the subsidy amount to the bank account of WBTIDCL by direct electronic transfer (NEFT/RTGS) within 5 days, failing which the facilitator will be liable to pay interest on the retained subsidy amount charged at the rate, as may be fixed by the State Government, for the period of delay in making the refund.
- l) The Gatidhara-Facilitator will not enhance the price of the vehicle quoted at the time of application, unless there is any change in price by the manufacturer or change in rate of tax with due notification.

**15. Role of STA / RTA (Disposal of application for permit and recommendation for subsidy):-**

On receipt of application for issuance of permit and subsidy under the Scheme, as mentioned in clause 11, the STA or RTA, as the case may be, shall:



## **GOVERNMENT OF WEST BENGAL**

Transport Department  
Writer's Building, Kolkata-700 001

### **NOTIFICATION**

#### **Order no. 145-WT/6M-21/202 (Pt-I) Dated the 12<sup>th</sup> January, 2005**

In exercise of the powers conferred upon under the sub-rule (4) of Rule 75 of West Bengal Motor Vehicles Rules, 1989 the Governor is pleased to order that issue/renewal of any license under this rule shall be subject to the following conditions.

- i) The application for license shall be made to the Registering Authority of the jurisdiction in Form 'SDLA' appended to this order with the prescribed fee and shall be accompanied by the letter of appointment as sub-dealer issued by the dealer/s appointed by the manufacturer/s for the type of vehicle/s for which the applicant applied and having valid trade certificate issued under Rule 35 of C.M.V Rule, 1989 issued by the Registering Authority having jurisdiction. A trade license issued by the appropriate authority is also to be furnished.
- ii) In case any sub-dealer operates as an agent of more than one dealer or type of vehicle of more than one manufacturer, the fee for issue/renewal at the prescribed rate is to be paid against each of the dealer or manufacturer, as the case may be. Subsequent to the issue of license any prayer of the sub-dealer for addition of dealer/s or type of vehicle of manufacturer/s not mentioned in the license may be allowed subject to realization of fee calculated as above, but the validity of the license will remain unchanged. The issuing authority may allow deletion of any dealer or manufacturer mentioned in the license at any time if prayed by the concerned dealer or the sub-dealer with required documents.
- iii) The applicant shall have appropriate showroom/premises for display of vehicles and/or proper godown for keeping the stock of vehicles.
- iv) No vehicle other than the type of vehicle mentioned in the license or not included in the stock of the dealer concerned or not covered by the trade certificate held by the dealer concerned shall be kept in the stock of sub-dealer. The

regulations prescribed under C.M.V. Rules for use of trade certificate will also hold good for any vehicle in possession of the sub-dealer and used in any public place for the purpose as mentioned in the concerned rule.

- v) The sale certificate in Form 21 of C.M.V. Rule, 1989, of any vehicle sold by any sub-dealer shall be issued by the corresponding dealer of that particular vehicle.
- vi) The license to sub-dealer shall be issued in Form 'SDL' appended to this order.
- vii) The license shall valid for 1 year from the date of its issue shall be renewable for 1 year subject to following other conditions.
- viii) The Registering Authority issuing the license shall have the power to suspend or cancel the license for any departure from any of the conditions set above or any violation of the provisions of the M.V. Act, 1988 or rules made there under apart from taking any other action for such violation as per provisions of M.V. Act, 1988 after giving opportunity of hearing to the sub-dealer concerned.

By order of the Governor  
Sd/- H. Mohan  
Joint Secretary to the Government of West Bengal

Government of West Bengal  
Transport Department  
Paribahan Bhawan  
12, R.N. Mukherjee Road, Kolkata – 700 001.

No. 3371 -WT/3M-15/2015

Dated, Kolkata, the 24<sup>th</sup> July, 2017

Whereas a set of guidelines were issued in the form of Resolution of the Gatidhara Scheme by Transport Department vide No. 4001-WT/3M-15/2015 dated 02.11.2015;

And whereas it has been found necessary to further streamline the entire process from selection of beneficiaries to actual endowment of assets creation under the scheme;

Now, therefore, the Governor is pleased to notify that the existing clauses 11, 12, 15, 16 & 17 of the Resolution as mentioned above are substituted with the following clauses with immediate effect:

**11. Role of applicant :-**

- a) Applicant shall apply for subsidy in proper form with required documents and also apply for Permit of the vehicle to be purchased under the scheme following the procedures as in para 10.
- b) On receipt of the provisional sanction-letter for grant of subsidy from WBTIDCL under the scheme the applicant shall contact the facilitator within a week and –
  - (i) enter into an agreement with any Bank or NBFC (listed under Schedule I), if required, for getting financial assistance to purchase the vehicle;
  - (ii) deposit part of the project cost as initial down-payment to the Gatidhara-Facilitator (dealer), as mutually agreed.
- c) on receipt of intimation of release of subsidy in his favour by WBTIDCL to the concerned Gatidhara-Facilitator (dealer), the applicant shall contact the facilitator and get his vehicle registered within 10 (ten) days from the date of release of subsidy.
- d) In case the applicant wants any change of model of vehicle or change of dealer preferred earlier in his application, he may apply for such change to WBTIDCL through STA/RTA concerned before release of subsidy, only if the subsidy amount remains unchanged

**12. Role of Gatidhara-Facilitator (i.e. Dealer):-**

- a) Any dealer intending to act as 'Gatidhara Facilitator' in the State shall apply in the format, given in Annexure-IV, to the RTO of the jurisdiction where she / he has her / his dealership.
- b) On receipt of certification of authorization in Annexure-V the facilitator shall intimate to the concerned STA/RTA, in the format prescribed at Annexure-IV-A, declaring the details of Bank Account, to which WBTIDCL will finally release subsidy amount sanctioned against the beneficiary in terms of Clause 16 (b), and attesting the signature of the person authorized on their behalf to sign the confirmation letter in terms of sub-clause (f) of this clause.
- c) The Gatidhara Facilitator will take necessary action for enrolment of the applicant with the Employment Bank.

Also with a view to minimise overcrowding in queues for submission of applications for Luxury Taxi Permits under Gatidhara at the counters of STA, West Bengal, it has been decided to introduce a system of online pre-booking of interview-slots on preferred dates through a computer application software available in the website of Transport Department ([www.transport.wb.gov.in](http://www.transport.wb.gov.in)) with immediate effect.

All the RTAs and STA, WB are hereby directed to follow the above mentioned procedures and to meet the target by the stipulated time line to ensure success of the Gatidhara Scheme in the interest of unemployed youths of this State.

Sd/-

**(Biswajit Dutta)**

Special Secretary  
Transport Department

**No. 2416-WT/3M-15/2015**

**Date-19-06-2017**

***Copy forwarded for information and taking necessary action to :***

1. Secretary, State Transport Authority, West Bengal.
2. District Magistrate & Chairman, RTA (All)
3. Director, PVD, Kolkata
4. Regional Transport Officers (All)

Special Secretary

**No. 2416-WT/3M-15/2015**

**Date-19-06-2017**

***Copy forwarded for information to :***

1. Director, Transport Directorate, West Bengal
2. Joint Managing Director, WBTIDCL
3. P.S. to Hon'ble MIC, Transport Department, Government of West Bengal.
4. Sr. P.S. to Principal Secretary, Transport Department, Government of West Bengal.

Special Secretary



**GOVERNMENT OF THE WEST BENGAL**

LABOUR DEPARTMENT

EMPLOYEMENT CELL

EAST INDIA HOUSE 2ND FLOOR

20B, ABDUL HAMID STREET, KOLKATA - 700069.

**No. 264-Emp. EMP/1M-19/2015**

**Date, Kolkata, the 8<sup>th</sup>  
september, 2015**

**NOTIFICATION**

In terms of resolution no. 364emp, dated 18.08.2014 labour Department of this Goverment

Introduced the scheme 'GATI DHARA' with the objective to generate self employment for unemployed youths in the urban and rural areas of the sate through promotion of transport services. Labour Department has been acting and Nobel agency of the scheme and the Directorette of employment has been fuctioning as the implenting & monitory agency of the scheme.

Since 'GATI DHARA' is a transport sector scheme, ti is felt that the transport department is better equipped to handale the scheme. Now, therefore, the govornor has been plesed to decide that the Transport Department shall immediately hand over all files, documents, registers etc. of 'GATI DHARA' scheme to the transport department.

Labour department shall immediately hand over all files, documents, registers etc. of 'GATI DHARA' scheme to the Transport Department.

The transport department shall take immediate necessary action for transfer of fund into an appropriate head of account to be opened by them in consultatiuon with finance department.

This order will have ommediate effect.

by order of the govorner

SD/- SANJAY MITRA  
CHIEF SECRETARY TO THE  
GOVERMENT OF WEST BENGAL

**Copy forwarded for information and necessary action to:**

1. The principal secretary, transport department, government, government of west bengal.
2. The principal secretary, finance department, government of west bengal.
3. The secretary, labour Department, Government of West Bengal.

**JOINT SECRETARY TO THE  
GOVERNMENT OF WEST BENGAL.**

No. 264-Emp. EMP/1M-19/2015 Date, Kolkata, the 8<sup>th</sup> september, 2015

**Copy forwarded for information and necessary action to:**

1. The director of employment, w.b. 67, bentick street, (4th floor), kolkata - 700069.
2. The Additional Chief Secretary / Principal Secretary,
3. The Principal Account General (A&E), West Bengal, Treasury Buildings, Kolkata - 1
4. The Accountant General (local bodies) Audit, West Bengal, G.C.O. Complex, M.S.O. buildings, (5th floor), Salt Lake, Kolkata - 700091.
5. The Pay and Accounts Officer, Kolkata Pay and Account Officer - II Jawhar Buildings, P-1, Hyde Lane, Kolkata - 700073.
6. The Finance (Audit) Department, Group - 1 of this Government.
7. The Finance Audit Department, Group - T of this Government
8. The Development & Planning Department, Government of West Bengal.
9. State Level Bankers Committee, U.B.I Head Office Kolkata.
10. The Technical education department government of west bengal
11. This district magistrate nort 24 parganas
12. The p.s. to minister-in-charge, labour department.
13. Joint / Deputy Director of Employment.
14. Guard File .

**Assistant Secretary to the  
Government of West Bengal**



**GOVERNMENT OF WEST BENGAL**

Transport Department  
Paribahan Bhawan  
12, R.N. Mukherjee Road, Kolkata- 700001

No. 2416-WT/3M-15/2015

Date-19-06-2017

**NOTIFICATION**

With a view to streamline the selection of Gatidhara beneficiaries, sanction of applications, release of subsidy and registration of vehicles in a time bound manner, the Government has decided to adopt the following flow of process henceforth within the broad Resolution of Gatidhara Scheme as notified vide No. 4001-WT/3M-15/2015 dated 02-11-2015 from the current financial year. The finally adopted process shall henceforth follow the steps as detailed below :

1. Applications from eligible applicants shall be received by STA/RTAs. In turn, STA / RTAs will maintain chronologically arranged running serial numbers to fulfill the target set against each to be revised year on year.
2. Screening shall be rigorously done by STA/RTAs/District Magistrate to select eligible beneficiaries and recommend the same to WBTIDC (Gatidhara Cell) in batches for sanction. The 1st batch of such selected applications shall be sent latest by 1st week of August and the rest latest by 31st December of this financial year.
3. Gatidhara Cell shall issue provisional sanction-letters to eligible beneficiaries in a week from the dates of receipt with intimation to the RTA/STA and to all concerned.
4. Gatidhara-Facilitator shall submit confirmation to the RTA/STA concerned, within two weeks of intimation, regarding booking of vehicle by the beneficiary with amount of down payment, amount of loan component agreed by bank / financier for extending financial support and a time line by which the Facilitators ensures availability of vehicle chosen by beneficiary.
5. RTA/STA shall, after making necessary enquiries as would be deemed fit, forward in a week such confirmations of Facilitators to Gatidhara Cell recommending release of subsidy.
6. Gatidhara Cell shall finally release subsidy through electronic transfer to the specified Bank A/cs of beneficiaries for whom such confirmations are received.

GOVERNMENT OF WEST BENGAL  
TRANSPORT DEPARTMENT  
12, R. N. MUKHERJEE ROAD, KOLKATA-700001

No. 87-WT/3M - 15/2015 (Pt.)

Dated: 08.01.2019

In order to accommodate a special window for the women beneficiaries for operations of 'Pink Cab' under Gatidhara scheme, the Governor is hereby pleased to modify the Resolution under No. 4001-WT/3M-15/2015 dated 02.11.2015 and its subsequent amendments under No. 3371-WT/3M-15/2015 dated 24.07.2017 and to formulate and introduce a set of guidelines for the aforesaid scheme as detailed below noted hereunder.

1. In para 3 after clause (f) the following clause shall be inserted –

"(ff) 'Pink cab' means service of a special type of cab (Metered Taxi/Luxury Taxi) driven by a lady driver to ensure safety and security of female passenger(s) and such cab shall be painted in pink on top-half and white in lower half and shall also bear special distinguishing mark or logo, as may be prescribed, on both sides."

2. In para 4 after the clause (c) the following clause shall be inserted :

"(d) Provided that in case of applicant for Pink-cab the following additional criteria are to be fulfilled:

- The applicant must be a lady within the prescribed age-group.
- The cab is to be driven only either by the registered owner or by any lady driver appointed by the owner, provided in both cases they are in possession of valid driving licence."

3. In para 10 after the item (viii) of clause (c) the following item shall be inserted :

" ix. In case of applicant for Pink Cab, the duly attested photocopy of the valid Driving Licence of either the applicant or the lady-driver proposed to be engaged by the applicant for driving the Pink Cab. "

4. In para 11 after the clause (d) the following words and the clauses shall be inserted :

" (e) in case of applicant for pink cab:

- The driver shall put on pink jacket/coat with logo of 'Pink-cab' on it while driving the cab.
- Pink cab will be primarily used by female passengers. It may also be hired by other passengers provided the driver agrees to such hiring."

- maintain chronologically arranged running serial numbers of the application received under the scheme to fulfill the target set against each to be revised year on year;
- select eligible beneficiaries after screening the cases rigorously and issue offer-letter for permit, following the provisions of the Motor Vehicles Act, 1988 and Rules made thereunder and orders and restrictions issued in this regard by the Government in the Transport Department from time to time, in favour of the applicant on priority basis within 7 (seven) days after verifying all original documents submitted personally by the applicant before the STA/RTA;
- issue a letter to the WBTIDCL recommending grant of subsidy under the Scheme with a copy of the offer-letter. The application for subsidy under Gatidhara Scheme is to be sent in original. Copies of such letter will also be endorsed to the dealer and financier concerned for information. For certain category of commercial vehicles requiring no permit for operation in terms of M.V. Act, 1988 and Rules made thereunder, only the application for subsidy under Gatidhara Scheme is to be sent along with recommendation;
- keep records of the applications so recommended under the Scheme in the format given in Annexure-VI;
- communicate the decision of rejection of application, if any, with grounds of rejection, to the applicant immediately.
- on receipt of confirmation letter (in the format at Annexure IX) from the Gatidhara-Facilitator in respect of any beneficiary the STA/RTA may make such enquiry as deemed fit and recommend to WBTIDCL, in the format prescribed at Annexure - X, within a week for release of subsidy against the provisional sanction letter issued by WBTIDCL.
- keep note of registration and permit of the vehicles registered under the scheme by the beneficiaries recommended by them in records mentioned under clause (c) above..

**16. Role of WBTIDCL (Executing the Scheme, Sanction and Disbursement of subsidy):**

On receipt of the recommendation from the STA/RTA, the WBTIDCL will examine and process the applications independently for sanction and disbursement of subsidy and will finally sanction/reject the prayer for subsidy under the Scheme.

- For any sanctionable case the WBTIDCL will issue a 'provisional sanction-letter' in the format given in Annexure-VII for the subsidy of appropriate amount allowable under the Scheme to the applicant and keep records in the format given in Annexure-VIII.
- On receipt of the confirmation letter in the format at Annexure - IX issued by facilitator and duly forwarded by STA/RTA concerned, WBTIDCL will release the subsidy amount against the beneficiaries in favour of the concerned facilitators against their declared bank-account either by 'Account-payee' cheques or by direct electronic transfer (NEFT/RTGS), as may be convenient.
- The WBTIDCL will make necessary entry of every payment of subsidy in the ledger maintained for this account manually or electronically.
- The WBTIDCL will inform the fact of release of subsidy to the beneficiary and the concerned STA / RTA and facilitator and Directorate of Employment for information. The dealer will be requested to make delivery of the vehicle as well as to ensure registration and issuance of permit of the vehicle after observing all formalities under law within the stipulated time.

h) The WBTIDCL will communicate the decision of rejection of application for subsidy, if any, with grounds of rejection, to the applicant immediately. Copy of such communication will be endorsed to the STA / RTA, dealer and the financier concerned for information.

**17. Monitoring the Scheme:-**

- a) The WBTIDCL will keep records of each case.
- b) The WBTIDCL will monitor each case and verify that the subsidy amount is utilized by the facilitator for the benefit of the beneficiary in terms of the scheme within stipulated time.
- c) The WBTIDCL will also monitor that if the subsidy amount sanctioned against any beneficiary and released to the concerned facilitator is not utilized for the purpose of the scheme within the stipulated time, refund of the subsidy amount is made along with interest by the facilitator in the process mentioned under clause 12 (k).
- d) The WBTIDCL will also verify that if the refund of subsidy by facilitator is made beyond the stipulated time, the amount of interest payable by the facilitator, as mentioned under clause (c) above, for the delay in refund is realized.

The State Government in the Transport Department shall exercise overall control in the whole process of implementation of the scheme and shall give such policy directions in this regard as and when considered necessary."

This order is issued with the concurrence of the Finance Department vide their U.O. No. Group R /2017 – 2018/0093 dated 11.07.2017.

**ORDER**

Ordered that the above-noted modifications of the Resolution issued under No. 3371-WT/3M-15/2015 dated 24.07.2017 by Transport Department be published in the official Gazette and circulated to all concerned.

By order of the Governor



(Alapan Bandyopadhyay)  
Principal Secretary  
to the Government of West Bengal

No. 3371/1(1)-WT/3M-15/2015

Dated, Kolkata, the 17<sup>th</sup> July, 2017

Copy forwarded to the Superintendent B.G. Press with the request to publish the resolution in the official Gazette.



Special Secretary  
to the Government of West Bengal

List of applicants for which confirmation letters received from facilitators and ready for release of subsidy:

DATE:

Sl.No.	Name & Address of applicant	Reference Offer-Letter No.	Reference Provisional Sanction Letter No.	Name of Facilitator	Reference Confirmation Letter No.	Vehicle Type/ Model	Subsidy amount sanctioned (in Rs.)
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

Secretary  
State / Regional Transport Authority

ANNEXURE X  
[Ref: Clause 15 (f)]

To: The Executive Officer  
Gatidhara Cell  
West Bengal Transport Infrastructure Development Corporation Ltd  
  
Sub: Request for release of subsidy

Sir,

With reference to the Provisional Sanction Letters issued under Gatidhara Scheme by WBTIDCL, as mentioned against each of the applicants shown in the list enclosed, this is to confirm that this office has already received the confirmation letters in terms of clause 12(e) of the Resolution from the concerned facilitator(s) and it appears that the applicants mentioned in the list are ready to purchase vehicles in terms of the scheme.

Now, therefore you are requested to release the amount of subsidy sanctioned against the above mentioned applicant(s) in favour of the concerned facilitator(s) in terms of clause 16(b) of the Resolution to facilitate purchase of vehicle(s) by the applicants in terms of the scheme. Release of subsidy may be intimated to the applicant and also to this office and the facilitator

Enclo: List as noted above

Yours faithfully,

Secretary  
State / Regional Transport Authority  
.....

Annexure - VII

(Reference Transport Department Resolution ..... dated.....)

West Bengal Transport Infrastructure Development Corporation Ltd.  
E. M. Bye Pass & Rashbehari Road Crossing  
Kolkata - 700106

Memo. No. ..... Date .....

To: Shri / Shrimati .....

Sub: Provisional Sanction of Subsidy under GATIDHARA Scheme

Sir /Madam,

With reference to your application No. ..... the Government of West Bengal in the Transport Department has decided to grant you subsidy of Rs. ..... (Rupees ..... ) only under GATIDHARA Scheme for purchasing a commercial passenger / goods vehicle to enable your self-employment in the transport-service sector.

The subsidy of the aforesaid amount will be released in your favour and credited directly to the concerned Gatidhara-Facilitator immediately after receipt of confirmation of booking of vehicle, tie-up with financier and availability of vehicle submitted by the Gatidhara-Facilitator and recommended by STA/RTA concerned.

Accordingly you are requested to contact the concerned Gatidhara-Facilitator within a week and to complete the following process –

- (i) enter into an agreement with any Bank or NBFC (listed under Schedule I), if required, for getting financial assistance to purchase the vehicle
- (ii) deposit part of the project cost as initial down-payment to the Gatidhara-Facilitator (dealer), as mutually agreed.

In case of any clarification please contact this office.

Officer-in-Charge  
West Bengal Transport Infrastructure Development Corporation Ltd.

Memo. No. ..... Date .....

Copy forwarded for information to:

1. M/S ..... , Gatidhara-Facilitator cum dealer. He is requested to deliver the vehicle under the scheme to the beneficiary and to submit photocopies of the Registration Certificate and Permit (in case where applicable) of the vehicle to this office.
2. Secretary, STA / RTA ..... . This has reference to his recommendation under No. ..... date .....
3. M/S. ...., financier of the vehicle purchased under Gatidhara Scheme.

Officer-in-Charge  
West Bengal Transport Infrastructure Development Corporation Ltd.

ANNEXURE IV-A  
[REF: Clause 12(b)]

( Letter Head of Facilitator )

To: The Secretary

.....  
(STA/RTA by whom the case of beneficiary was recommended)

Sub: Declaration by Facilitator

Sir,

This is to inform you that in terms of the Gatidhara Scheme of Government of West Bengal we agree to accept the subsidy amount granted by West Bengal Transport Infrastructure Development Corporation Ltd (WBTIDCL) to any beneficiary under the scheme, for whom confirmation of booking and delivery of vehicle is given by us, and such amount may be released by WBTIDCL in our favour by NEFT/RTGS against our Bank Account as detailed below for the purpose of purchasing vehicle by the beneficiary from our dealership.

Bank .....

Branch .....

IFSC code No. .....

Account No. .....

We also declare that the confirmation letter in the prescribed format (Annexure IX of the Scheme) against each beneficiary will be issued from our dealership under seal and signature of Shri ..... (name), ..... (designation), whose signature is attested below.

.....  
(Signature of authorized signatory)

Name in full .....  
(in capital letters)

Attested by

.....  
(Name & Seal)

Yours faithfully,

Managing Director  
(Seal of Facilitator)

Copy forwarded for information to Executive Officer, Gatidhara Cell, WBTIDCL.

Managing Director  
(Seal of Facilitator)

ANNEXURE IX  
(Letter Head of Facilitator)

To: The Secretary

.....  
(STA/RTA by whom the case of beneficiary was recommended)

Sub: Confirmation by Facilitator on booking and delivery of vehicle

Ref: Provisional Sanction Letter No..... dated ..... issued by WBTIDCL for sanction of subsidy under Gatidhara Scheme in favour of .....  
Sir,

With reference to the Provisional Sanction Letter issued under Gatidhara Scheme by WBTIDCL, as noted above, this is to confirm that the beneficiary Shri/Smt/Mr./Mrs ..... S/D/W of ..... of ..... has contacted us and already taken the following actions for purchasing the vehicle in terms of the scheme from our dealership:

- a) Booked one vehicle of following description with down-payment of Rs. ..... (.....) paid vide our Receipt No. ..... dated ..... (Copy enclosed)
  - i) Manufacturer:
  - ii) Model:
  - iii) Ex-showroom Price:
- b) Entered into an agreement with ..... (Bank/Financier), who has agreed to extend financial assistance of Rs. ..... (.....) to the beneficiary as loan to the cost of aforesaid vehicle. (Copy of consent letter issued by Bank/Financier enclosed)
- c) Agreed to buy the vehicle from us immediately after the subsidy granted to him under the scheme is released in our favour

We assure that on receipt of the amount of subsidy granted in favour of the beneficiary under Gatidhara Scheme from WBTIDCL in our Bank Account and the loan component from Bank/Financier, the vehicle described as above will be sold to the beneficiary and it will be presented to the concerned Registering Authority for registration within 10 (ten) days from the date of release of subsidy.

We also assure that if the vehicle is not sold and presented for registration in favour of the beneficiary within the stipulated period of time, the subsidy amount will be refunded to the Bank Account of WBTIDCL within next 5 (five) days, failing which we will be liable to pay interest on the retained subsidy amount to be charged at the rate of ....% per annum for the period of delay in refunding the amount.

Yours faithfully,

(Authorized signatory of Facilitator)  
(Seal of Facilitator)

Copy of the notification forwarded to the Superintendent, Bengal Government Press, 38, Gopalganj Road, Kolkata- 700027, with this request to Publish this in Extra Ordinary Gazette and send 50 (Fifty) copies of the same to this Department for official use.

Joint Secretary  
to the Government of West Bengal

**Copy forwarded for information and necessary action to ::**

1. The Director, Public Vehicles Department, 38, Belatala Road, Kolkata- 700020.
2. The District Magistrate & Chairman, RTA (All),
3. The Secretary, State Transport Authority, West Bengal,
4. The Regional Transport Officer (All),
5. P.S. to the Hon'ble MIC, Transport Department, Government of West Bengal,
6. Sr. Personal Secretary to the Principal Secretary, Transport Department, Government of West Bengal,
7. Dr. Tapas Das, Technical Director, NIC, WBSC, with a request to upload this notification in the Transport Department's website.

Joint Secretary  
to the Government of West Bengal

This order will come into effect immediately.

This issues with the concurrence of the F.A., Transport Department vide his U.O. No. T-320 dated 03.01.2019

**ORDER**

Ordered that this be published in the official Gazette.

By order of the Governor

(B. P. Gopalika)  
Principal Secretary

No. 87 / 1 -WT

Dated: 08.01.2019

Copy forwarded to the Superintendent of West Bengal Government Press, 38, Gopal Nagar Road, Alipore, Kolkata 700027 with the request to publish this in Official Gazette.

(B. Dutta)  
Commissioner

No: 87/2(6)-WT

Dated: 08.01.2019

Copy forwarded for information and taking necessary action to:

1. Director, Transport Directorate, West Bengal
2. District Magistrates (All)
3. Regional Transport Officers (All)
4. Joint Managing Director, WBTIDCL. He is requested to take action for publishing an advertisement in the leading news papers inviting applications from women applicants for the Pink Cab operations.

*S. Secretary, STA, West Bengal.*

(B. Dutta)  
Commissioner

No: 87/3(2)-WT

Dated: 08.01.2019

Copy forwarded for information and taking necessary action to:

1. P.S. to Minister-In Charge, Transport Department, Government of West Bengal
2. Sr. P.S. to Principal Secretary, Transport Department, Government of West Bengal.

(B. Dutta)  
Commissioner



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhawan

12, R.N. Mukherjee Road, Kolkata- 700001

Tele Fax: 033-2262 5410, e-mail: [tkganguli@gmail.com](mailto:tkganguli@gmail.com)

No. 3450-WT/TR/O/3W-15/2016

Date: 05.09.2016

### **NOTIFICATION**

**WHEREAS** the Government in the Transport Department has taken serious note of the accidents/incidents occurred in some of the jetties/ ferries of the State endangering thereby the safety and security of the general ferry passengers in the recent past;

**WHEREAS** the Government is concerned about the safety and security of the ferry passengers and considering the same as of paramount importance is, therefore, convinced that appropriate measure/system for ensuring the same is required to be there in place;

**WHEREAS** all the stakeholders have been consulted and their views duly considered and collated in formulation of model Standard Operating Procedure (SOP) for all ferries/jetties in the State;

**NOW, THEREFORE**, the Governor is pleased to formulate the model Standard Operating Procedure (SOP) as described below for its mandatory compliance/observance in all the jetties/ferries in the State with immediate effect for ensuring safety and security of all passengers using the ferries/ jetties :

### **Model Standard Operating Procedure (SOP)**

- 1) All the details of the timings of the ferries, fair-chart and other details are to be displayed at the main entrance of the jetties.
- 2) No. of tickets are to be issued to the passengers according to the carrying-capacity & frequency of the vessels so that in no way over loading takes place.
- 3) Only those passengers equivalent to the no. of maximum carrying capacity of the vessels shall be allowed entry beyond the gate with security lock to the embarkation point.



## GOVERNMENT OF WEST BENGAL

Transport Department

Paribahan Bhaban

12, R.N. Mukherjee Road, Kolkata- 700001

No. 3400-WT/3M-16/2011

Date - 14-08-2014

### **NOTIFICATION**

**WHEREAS** as by the Gazette Notification No. 49, dated 01-10-2007, the Ministry of Law and Justice, Government of India has enacted the Carriage by Road Act, 2007 (No. 41 of 2007) providing for the regulation of Common Carriers, as defined under section 2 (a) of the said Act.

**AND WHEREAS** Sub-Section (j) of Section 2 of the said Act states that "registering authority means a State Transport Authority or a Regional Transport Authority constituted under Section 68 of the Motor Vehicles Act, 1988".

**AND WHEREAS** the Carriage by Road Act, 2007 came into effect from 01-03-2011.

**AND WHEREAS** subsequent rules were framed as Carriage by Road Rules, 2011 and notified on 28-02-2011 vide No. GSR 176(E) by Ministry of Road Transport and Highways, Government of India.

Now, therefore, the Governor is pleased to direct that all Regional Transport Authorities in West Bengal will act as Registering Authority for the purpose of the Carriage by Road Act, 2007.

This shall take immediate effect.

By order of the Governor

Sd/-  
(Avnindra Singh)  
Joint Secretary  
to the Government of West Bengal

***Copy forwarded for information to:***

- 1) Private Secretary to MIC, Transport Deptt.
- 2) Sr.P.S. to Chief Secretary to the Govt, of West Bengal,
- 3) Sr.P.S. to Additional Chief Secretary to the Govt, of West Bengal, Home Deptt.
- 4) Sr.P.S. to Additional Chief Secretary, Fisheries Deptt.,
- 5) Sr.P.S. to Principal Secretary to the Govt, of West Bengal, Transport Deptt. Sr.P.A. to Additional Secretary to the Govt, of West Bengal, Transport Deptt.

By order of the Governor

Additional Secretary to the  
Govt, of West Bengal

- 4) The maximum passenger carrying capacity for each vessel is to be clearly displayed on the body of the vessel and at the embarkation point.
- 5) **A public address system is to be in place for making regular announcements with regard to :-**
  - i) arrival / departure of vessels
  - ii) passenger loading capacity of arrival vessel
  - iii) the timing of bore / high tide, etc.
  - iv) precautions regarding the railway track
  - v) the necessity of co-operation in regulating the Stop-gate function.
- 6) Passengers having proper tickets are to be allowed to enter into the gangway as well as pontoon only after berthing the vessels in the jetty.
- 7) No passengers would be allowed to stand on the gangway and proceed towards pontoon while there is no movement of ferries.
- 8) Proper security gate with locking facilities shall be made available at all the ferry ghats.
- 9) Passenger embarkation and dis-embarkation gate of each vessel has to be closed before de-berthing the vessel from the jetty.
- 10) Entry gate is to be closed at least 10 minutes prior to commencement of bore tide.
- 11) During adverse weather condition, the ferries should be stopped without any delay and under no circumstances it will be restarted without the permission of the authority.
- 12) The local police authority to ensure the security and safety in and around jetty and gangway.
- 13) The operators are to be informed to take measures as per IWT norms regarding safety and security of passengers and accordingly no vessel would be operated without proper Life Saving Appliances (LSA), Fire Fighting Appliances (FFA), and Light Sound & Signal Appliances (LSSA).
- 14) Prior notice regarding date and timing of the commencement of bore tide is to be served among the crews of the vessels and

to all concerned so that precautionary measures can be taken accordingly.

- 15) No vessels shall be operated without having and displaying proper Certificate of Competency of Serang and Driver issued by the statutory authority. A copy of the said Certificate of Competency is to be kept with them while on board.
- 16) No vessel would be operated without having Navigation Lights in proper action according to the Marine Practice and valid documents such as survey certificate, insurance, fitness certificate, etc.
- 17) A vessel in service is to be berthed only alongside the pontoon and must not be berthed alongside other vessels.
- 18) A team of skilled divers are to be deployed to address emergencies and regular training for them would be undertaken from the end of authority concerned.
- 19) Photo identity cards are to be issued to all personnel working at ferry ghat and the same shall be displayed on the respective person.
- 20) Regular inspection and surprise checks have to be undertaken by the authority concerned to ensure the compliance of guidelines enshrined in the SOP.
- 21) Jetties should have properly illuminated Gangway with safe wooden racks & Pontoon should have roughened surface to avoid slips during rain.
- 22) Except the river side of the Pontoon where the vessels are moored, the Pontoon should be fenced on all sides at least with minor iron-fencing.
- 23) Stop-gate is a must at the juncture of link platform as well as the gangway entry. The Stop-gate needs to be closed when ferry services are off; prior to commencement of bore tide. The Stop-gate at gangway entry should be kept closed during the peak, rush hours not allowing passengers together on the gangway, until de-boarded passengers completely leave gangway; especially from April to September (being the season of foul weather).
- 24) Passenger embarkation & disembarkation gate of each vessel must be closed before mooring of vessels from jetty.

- 25) At Railway crossing siren/hooter should be used by Railways at least 250 mts. prior from each side.

By order of the Governor

Additional Secretary to the  
Govt, of West Bengal

**No. 3450-WT/TR/O/3W-15/2016**

**Date: 05.09.2016**

***Copy forwarded for information & necessary action to :-***

- 1) Principal Secretary, P&RD Deptt,
- 2) Principal Secretary, Irrigation Deptt.,
- 3) Principal Secretary, Disaster Management Deptt.,
- 4) Principal Secretary, Sundarban Affairs Deptt.,
- 5) Principal Secretary, Co-Operation Deptt.,
- 6) Secretary, Municipal Affairs Deptt.
- 7) Director General of Police, West Bengal,
- 8) Additional Director General of Police (Law & Order),
- 9) Commissioner of Police, Kolkata,
- 10) Divisional Commissioner, Presidency Division,
- 11) Divisional Commissioner, Burdwan Division,
- 12) Divisional Commissioner, Jalpaiguri Division
- 13) Director, IWT Directorate, Transport Deptt
- 14) Managing Director, WBSTC,
- 15) Chief Engineer, TP &TE Directorate, Transport Deptt.,
- 16) Engineer & Chief Ship Surveyor, IWT Directorate, Transport Deptt.
- 17) All District Magistrates.

the Transport Department further clarified that the practice of delivery by post would not be applicable in case of "permits in renewal cases", "certificates of fitness" and "Offer letters", all being fit cases for hand delivery to the holders / owners of the vehicles in question.

**WHEREAS** the question of further streamlining of the procedures has been engaging the attention of the Government of West Bengal in the Transport Department in view of the accumulated grievances of the stakeholders in question, who have been alleging inordinate delays in the process caused by congestion in the postal process.

**WHEREAS** attention of this Government has also been drawn to the proviso of Rule 48 of the Central Motor Vehicles Rules, 1989 where the phrase of handing over is alluded to;

**WHEREAS** the Transport Department has received number of representations from different associations / organisations of stakeholders and complaint from public in general regarding the problems of non receiving or delayed receiving of the documents and resultant serious sufferings for them.

**WHEREAS** after through reviewing of the processes adopted for such work by the MV offices in the State, it has been revealed that all the M.V. offices are not well equipped and ready to undertake such a huge workload of sending and tracking of these documents in absence of any robust uniform system and it is a fact that ultimately the recipients are the most sufferers.

**WHEREAS** the Minister in charge of the Transport Department reviewed, inter alia, these issues in a board-based meeting on 06-02-2013 with among others, several District Magistrates, RTOs, Director, Public Vehicles Department and Secretary, State Transport Authority etc. to eventually conclude that the postal delivery procedures ought to be supplemented by restored practice of hand-delivered of Registration certificates.

**NOW, THEREFORE**, the Government of West Bengal in the Transport Department is pleased to direct that in restoration of the age-old practices in the cases of registration certificates, the certificates



## GOVERNMENT OF WEST BENGAL

Transport Department  
Paribahan Bhawan

12, R.N. Mukherjee Road, Kolkata- 700001

No. 1618-WT/3M/72/2013

Date - 04-05-2015

### NOTIFICATION

In exercise of power conferred under section 3 of the West Bengal Right to Public Services Act, 2013 and in partial modification of Transport Department Notification no. 3916-WT/3M-72/2013, dated 31-10-2013, the Governor is pleased to notify the following services, stipulated time limit for rendering the services, and particulars of each of the Designated officers, Appellate officer and Reviewing officer responsible for providing the services as shown in the table- I herein below.

TABLE - I

Sl. No.	Service	Sub-Divisional M.V. Office			District H.Q.M.V. Office			PVD, Kolkata		
		Designated Officer & stipulated time limit	Appellant Office & Stipulated time limit	Reviewing Officer & Stipulated time limit	Designated officer & Stipulated time limit	Appellate Officer & Stipulated time limit	Reviewing officer & Stipulated time limit	Designated officer & Stipulated time limit	Appellate officer & Stipulated time limit	Reviewing Officer & Stipulated time limit
(1)	Registration of vehicles	A.R.T.O. 5 working days	S.D.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	R.T.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	Asst. Director 10 working days	Jt. Director 15 working days
(2)	Grant of Driving License	A.R.T.O. 5 working days	S.D.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	R.T.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	Asst. Director 10 working days	Jt. Director 15 working days
(3)	Receipt of Tax	A.R.T.O. 5 working days	S.D.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	R.T.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	Asst. Director 10 working days	Jt. Director 15 working days
(4)	Issue of particulars of vehicle Registration	A.R.T.O. 5 working days	S.D.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	R.T.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	Asst. Director 10 working days	Jt. Director 15 working days
(5)	Issue of particulars of Driving License	A.R.T.O. 5 working days	S.D.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	R.T.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	Asst. Director 10 working days	Jt. Director 15 working days
(6)	Issue of certificate of Fitness for vehicle	A.R.T.O. 5 working days	S.D.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	R.T.O. 10 working days	A.D.M. 15 working days	A.R.T.O. 5 working days	Asst. Director 10 working days	Jt. Director 15 working days

This Notification will come into effect from the date of its publication in the official Gazettee.

By order of the Governor

Sd/-

**(ALAPAN BANDYOPADHYAY)**

Principal Secretary  
to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writers Building  
700001

NO. 238(6)-WT/TR/P/1E(C)-06/04 Pt. Dated at Kolkata, the 18th January, 2005

**From :** Shri Sumantra Choudhury, I.A.S.  
Principal Secretary to the Government of  
West Bengal.

**To :** The District Magistrate, Burdwan /  
Hooghly / Purba Medinipur / Paschim  
Medinipur / Bankura / Birbhum.

**Sub :** Computerisation of the Motor Vehicles  
Departments in the Office of the District  
Magistrates of different districts on  
“Build, Operate & Transfer (BOT) basis”

Computerisation of the motor vehicles tax collection system was introduced for the first time in the Public Vehicles Department in Kolkata in the year 1991 and since then such computerisation system of collection of M.V. Taxes, Registration etc. has been introduced in various districts. In the meantime in the year 2004-2005 a Pilot Project on computerisation of the Motor Vehicles Dept. of the Office of the District Magistrate, South 24 Parganas has been introduced by the I.T. Department, Government of India. To meet different types of expenditure on account of AMC of Hardware, management of Data Base through outside Agency, purchase of consumables, computer stationary, replacement of Hardware etc., the District Magistrate, South 24 Parganas has been allowed impose additional service charge with the approval of the Finance Department.

2. It has since been observed that where such computerised collection of M.V. Taxes etc. is presently in operation in various difficulties viz upgradation and replacement of existing Hardware as well as Software, effective maintenance of the present system in absence of any departmental Systems Manager are being experienced.



## GOVERNMENT OF WEST BENGAL

Transport Department  
Writer's Buildings Kolkata- 700001

No. 538-WT/3M-29/2011

Date - 19-02-2013

### NOTIFICATION

**WHEREAS** by a notification (No. 3733-WT/3M-29/2011 dated 02-12-2011) Government of West Bengal in the Transport Department had ordered that all Driving Licenses (both smart cards and plastic cards), Registration Certificates (both smart cards / plastic cards) and permits (except national permits and temporary permits) would be sent to the concerned applicants through registered / speed post within three days from the date on which the documents would be ready for delivery.

**WHEREAS** by the aforesaid Notification, the RTOs / ARTOs were also empowered to collect postal charges from the applicants.

**WHEREAS** by a subsequent notification (No. 2822-WT/3M-29/2011, dated 13-08-2012) Government of West Bengal in the Transport Department relaxed the relevant guidelines contained in the aforesaid Notification to allow delivery of the documents (as mentioned hereinbefore) that were returned by the postal authorities undelivered to the owners of the vehicles / holders of the permits / persons to whom Driving Licences were issued on production of proper photo identity proofs in original.

**WHEREAS** by the second Notification, provisions were also made for waiver of delivery by post of the documents in question in exceptional cases, enabling the Transport Department / District Magistrate / Director, Public Vehicles Department, Kolkata to deliver by hand such documents to the owners of the vehicles / holders of Licenses etc. on production of identity proofs.

**WHEREAS** by a letter No. 2823-WT/3M-29/2011 dated 13-08-2012 to the Director, Public Vehicles Department and the District Magistrates and Chairman, RTAs, the Government of West Bengal in

12. This issues with the approval of the Finance Department, vide U.O. No. 335 Gr. 'R' dated 13-01-2005.

Principal Accountant General (A & E), West Bengal is being informed.

**(Sumantra Choudhury)**

Principal Secretary to the Government of West Bengal

**NO. 238(6)-WT/TR/P/1E(C)-06/04 Pt.      Dated at Kolkata, the 18th January, 2005**

**Copy alongwith copy of annexures are forwarded for information to :-**

1. The principel Accountant General (A & E), W.B., Treasury Buildings, Kolkata- 700001.
2. The Principal Accountant General (Audit), W.B., Treasury Buildings, Kolkata- 700001.
3. Special Secretary, Finance Department, Gr- "R" of this Government.
4. Director National Informatics Centre, Government of India,
5. Bidyut Bhavan, Salt Lake, Kolkata- 700091.
6. Finance Department, Gr- "R" of this Government.
7. Regional Transport Officer, Burdwan / Hooghly / Purba Medinipur / paschim Medinipur / Bankura / Birbhum.
8. Joint Secretary, Transport Department.
9. Budget Cell of this Department.
10. Guard File.

Principal Secretary to the Government of West Bengal.

3. Now, in the interest of building an efficient and effective Motor Vehicles revenue management system it has been decided to get such work of smooth running of Computerized system based on suitably developed and adapted "**VAHAN**" & "**SARATHI**" Software of the NIC, done by engaging an outside Agency or through a "**BOT operator**" on Build, Operate & Transfer basis, to be selected by the concerned District Magistrates, initially, in the districts of (i) Burdwan, (ii) Hooghly, (iii) Purba Medinipur, (iv) Paschim Medinipur, (v) Bankura, (vi) Birbhum.
4. Accordingly, the District Magistrates of the concerned districts are hereby authorised to engage such outside agency / BOT Operator for such total computerization of the Motor Vehicles Department in these districts through the process of floating of Tenders immediately. The detailed share of selection of such BOT Operator, the jobs to be done by such operator and the fees to be selected from the vehicle owners, Permit / License holders etc. have been laid down in the owing paragraphs.

**MAIN OBJECTIVES :-**

- a) Issue of laminated type Driving Licence and maintenance of data thereof,
- b) Issue of Registration certificate, either through Plastic card or otherwise, maintenance of data of Registration and updation thereof electronically.
- c) Online collection of Motor vehicles Tax, fees etc. and maintenance of Tax Demand Register and updation thereof electronically.
- d) Issue of all kinds of Motor vehicles Permit (both permanent & temporary), maintenance of Permit Register and updation thereof electronically, and
- e) Such other connected jobs to be done electronically.

6. **Principal items of work required to be done by the outside Agency / BOT Operator.**
- a) Providing of an efficient on-line motor vehicles management system,

- b) providing entire Hardware as per configuration shown at **Annexure-I** hereto and providing back up Hardware as well as for this purpose to be installed at the M.V. office in the concerned district and supplying of required furniture.
- c) Providing of suitable software operating system (based on Oracle or any suitable RDBMS) compatible to NIC software "**VAHAN**" & "**SARATHI**", and installation of suitable Anti-virus system capable of fortnightly upgradation,
- d) deployment of one system administrator and one Software Administrator and one software Engineer all the time,
- e) providing annual maintenance contract for the Hardware for a period of five years.
- f) supplyig of consumables, stationary etc. for printing of various forms, receipts etc.,
- g) execution of all necessary civil engineering work in connection with installation of the Air-conditioning system, maintenance of the office space and such other allied Civil works.
- h) supplying and delivering of laminated Driving Licence, laminated Registration certificate or the plastic card version thereof, pre-printed permit forms etc. with necessary security check like Hologram / water mark / smart shield, and
- i) making arrangements for transfer of existing manual / electronic data into the new computer system by providing necessary manpower as may be required within a stipulated time to be fixed by the District Magistrate.

**7. Procedures for selection of the outside Agency / BOT Operator.**

Such agency / BOT Operator shall be selected by inviting offers through floating of tenders, details whereof including terms and conditions and technical specifications are given in **Annexure-II** hereto.

- 8. The concerned District Magistrate shall ensure that "**VAHAN**" & "**SARATHI**", software with their upgraded version, including the application software are provided by NIC. Necessary Office space along with adequate supply of power is to be provided by the District Magistrate. Manpower necessary for running the computer system so installed shall be made available principally from amongst the existing members of staff of the collectorate.
- 9. **ADDITIONAL CHARGES TO BE REALISED FOR THIS PURPOSE.**

Various rates of computer charges to be imposed in addition to the normal service charges and such other fees as provided in the relevant acts or Rules for this purpose shall be @ Rs. 20/-or @ Rs. 50/- per transaction depending upon the nature of transactions as shown at **Annexure-IIIA** hereto. Where there exists the Hardware facilities such additional charges shall be @ Rs. 15/- or @ Rs. 40/- per transaction depending on the nature of transaction as shown at **Annexure-IIIB** hereto and as per decision of concerned District Magistrate depending on condition of Hardware.
- 10. **OPENING OF A SPECIAL BANK ACCOUNT**

Such additional charges as will be collected is to be deposited in the Bank account to be specially opened for this purpose by the District Magistrate and operated by the RTO and the District Magistrate will ensure sending of a monthly report on collection of such additional charges showing the total amount collected and expenditures made, to the Transport department after close of each month.
- 11. **PAYMENTS TO BE MADE FROM SUCH BANK ACCOUNT**

At the end of every month the bill of the outside Agency / BOT Operator so selected shall be paid as agreed upon, from the aforesaid Bank account and in case of any savings the same shall be forthwith deposited with the Government through Treasury / RBI by Challan. The Hardware depreciation charge @ 7 (Seven) % of the BOT operator's bill shall, however, be kept separately for replacement of Hardware at the end of 5 (five) year period preferable in Fixed Deposit receipts.

**(Page - 112)**

3. It requested to carry regular enforcement drives to ensure that all the persons driving/riding two wheelers where protective head gears of approved BIS standard. Monthly reports on action taken May sent to this Departments.

Enclo : as stated

Yours faithfully,

Special Secretary  
to the Government of West Bengal

**NO. 2489(20)-WT/3M-12/2014**

**Dated : 28.06.2016**

Copy forwarded with a request to intensify raids against driving or riding on two wheelers without helmet to :

1. ADG Traffic, WBP
2. Commissioner of police (all)
3. Regional transport Officer (all)
4. Additional regional Transport Officer (all)

Special Secretary  
To the Government of West Bengal

**(Page - 105)**

in quesiton may be handed over to the dealers / owners on the part of the owners production / submission of appropriate identity proofs (the varying alternative documents in this question being already detailed in the earlier Notifications of the Transport Department vide No. 2473-WT/3M-31/2008, dated 12-07-2012 and No. 2822-WT/3M-29/2011, dated 13-08-2012)

Further, the route permits may also be delivered to the owners / permit holders on similar production of identity proofs, as aforesaid.

No postal fee shall be charged in such cases of delivery of documents by hand to dealers / owners / permits holders.

By order of the Governor

Sd/-  
Alapan Bandyopadhyay  
Principal Secretary  
to the Government of West Bengal

**No. 538-WT/3M-29/2011**

**Date - 19-02-2013**

Copy with the copy of above notification is forwarded to the superintendent, Bengal Government Press, 38, Gopal Nagar Road, Kolkata- 700027 with this request to arrange to publish this in the official Gazette and send 50 (fifty) copies of the same to the transport department for official use.

Joint Secretary  
to the Government of West Bengal

**No. 538-WT/3M-29/2011**

**Date - 19-02-2013**

**Copy forwarded for information and necessary action to :**

1. The Director, PVD, 38, Beltala Road, Kolkata- 700020.
2. The District Magistrate & Chairman, RTA (All)
3. The Secretary, STA, West Bengal
4. The Registering Authority (all)

Joint Secretary  
to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department  
Paribahan Bhaban  
12, R.N. Mukherjee Road, Kolkata- 700001

**No. 2516-WT/3M-98/2006**

**Date - 19th June 2014**

### NOTIFICATION

**WHEREAS** the Hon'ble Supreme Court of India has issued direction on 10-12-2013 in the matter of S.L.P. (C) No. 23984 / 2010 and 25237/2010 and directed all State Governments to review the orders / Notifications issued by them authorizing dignitaries, officers and operational agencies for use of red lights on vehicles to bring them in tune with Rule 108 of Central Motor Vehicles Rules, 1989 and the Notification Nos S.O. 52(E) dated 11-01-2002 and S.O. 1070 (E) dated 28-07-2005 issued by the Ministry of Road Transport and Highways, Government of India.

**NOW, THEREFORE**, in compliance of the aforesaid order of the Hon'ble Supreme Court of India and in exercise of powers under Rule 108(1)(iii), Rule 103(2), (3) & (4) of the Central Motor Vehicles Rules, 1989 and as per provisions laid down in the clauses (c) and (e) of the notification no. S.O. 52(E) dated 11-01-2002 and in general pursuance of the Central Rules and Central Notifications, the Governor, in supersession of all previous notifications in this regard is hereby pleased to notify the following list of high dignitaries, officers and providers of emergency services to use certain specific kind of lights on vehicles in this State, in the manner as detailed below :

1. **Red light with flasher on top front of the vehicles in this state :-**
  - i) Governor
  - ii) Chief Minister
  - iii) Chief Justice of High Court;
  - iv) Speaker of Vidhan Sabha;
  - v) Cabinet Ministers of the State Government;
  - vi) Leader of Opposition in the Vidhan Sabha
  - vii) Judges of the High Court.



## GOVERNMENT OF WEST BENGAL

Transport Department  
Paribahan Bhaban  
12, R.N. Mukherjee Road, Kolkata- 700001

**NO. 2489(20)-WT/3M-12/2014**

**Dated : 28.06.2016**

**From :** Special Secretary  
To the Government of West Bengal

**To:**

1. District magistrate (all)
2. Director, PVD, Kolkata

Sub : Use of helmets

Reference : Letter No. - RT - 11012/07/2012 - MVL, dt.26.05.2016 - MVL, dt. 25.05.2016 from MoRTH, GoI

Sir,

In inviting a reference to letter No. RT - 11012/07/2012 - MVL, dt.26.05.2016 received from Director (MVL), Ministry of road Transport and Highways, Governments of India (copy enclosed) in the matter of extending awareness and applicability of use of helmets by two wheeler rides, I am directed to request to comply with the following directions and guidelines of the Ministry of the road Transport and Highways, Government of India in letter and spirit:

1. In rule 138(4)(f) of CMVR, 1989 it has been made mandatory of the manufacturers of two wheelers to supply at least one proactive head gear to all the buyers except those specifically exempted under section 129 of the MV Act, 1988, the sale invoice should contain the BIS standard for the protective head gear. It is requested to ensure strict implementation of the rule 138(4)(f) of CMVR, 1989.
2. In order to avoid a monopolistic situation the Dealer, in your jurisdiction, may be requested to ensure that they keep stock of more than one brand helmet, of approved BIS standards, so that the purchaser gets a reasonable choice.

**Copy forwarded for information and urgent action to :-**

1. A.D.G. (Traffic), West Bengal
2. Commissioner of Police ..... (All)
3. OS. D. & Joint Secretary (DPC), Finance Department, GoWB, with request to upload.
4. Director, Public Vehicles Department, 38, Beltala Road, Kolkata-700020 and publish on Finance Department's website.
5. Director, Information, I & CA Department with request to upload on Banglamukh website.
6. District Magistrate & Chairman, RTA (All) ..... District.
7. Superintendent of Police (All) ..... District
8. OSD & Under Secretary, Home Department, Nabanna with request to circulate through group e-mail of West Bengal Officers.
9. Administrative Officer, Pool Car, 7 & 11/1, Ashutosh Mukherjee Road, Kolkata- 700020.
10. S.D.P.O. ..... (All)
11. Regional Transport Officer ..... (All)
12. Additional Regional Transport Officer ..... (All)
13. P.S. to the Hon'ble MIC, Transport Department, Government of West Bengal.
14. Sr. P.S. to the Principal Secretary, Transport Department, Government of West Bengal.
15. Dr. Tapas Das, Technical Director, NIC, WBSC, with a request to upload this notification in the Transport Department's website.

2. **Red light without flasher on top front of the vehicles in this state :-**
  - i) Ministers of State of the Government of West Bengal;
  - ii) Deputy Speaker, Vidhan Sabha, West Bengal;
  - iii) Mayor of Kolkata
  - iv) Chief Secretary, Government of West Bengal.
3. **Blue light with flasher on top front of the vehicles in this state :-**
  - i) Parliamentary Secretaries;
  - ii) Advocate General, West Bengal;
  - iii) Additional Solicitor General;
  - iv) State Election Commissioner, West Bengal
  - v) Chairman, State Administrative Tribunal, West Bengal
  - vi) Chairman, West Bengal Minorities Commission;
  - vii) Chairman, West Bengal Commission for Backward Classes
  - viii) Chairman, West Bengal State Public Service Commission.
4. It is further notified that any dignitary or officer of any State other than the State of West Bengal formally designated as equivalent in rank, status and privileges to those dignitaries, as referred in the para 1, 2 and 3 above, will also be authorized to use red or blue lights, with or without flasher, as the case may be on vehicles, while they are in West Bengal.
5. In case the vehicle fitted with red/blue light on top front is not carrying the dignitaries, then such light shall not be used and shall be covered by a black cover.
6. Vehicles escorting the aforesaid high dignitaries shall put blue lights without flasher on top front thereof [vide Rule 108(3) of the Central Motor Vehicle Rules, 1989].
7. An ambulance used for carrying patients shall use blinker type of red light with purple glass [vide Rule 108(1)(iv) of the Central Motor

Vehicle Rules 1989].

8. Use of multi-coloured lights with red, blue and white combination shall be allowed [in terms of Rule 108(4) of the Central Motor Vehicle Rules, 1989] on the vehicles used for emergency services, like
  - a) Fire Tender vehicles used by Fire and Emergency Services Department;
  - b) Rescue Vans of Civil Defense Department / Disaster Management and emergency services of Police authorities.

[Specification for use of combination of lights, the lights shall be displayed as continuous bar of 3 feet in length, max 8 inches in width and max, 8 inches in height. Each compartment of light shall be of 1 foot in length. Non-blinking white light shall be in the middle. Red light shall be on the right side of the bar and the Blue on the left side of the bar. The Red and Blue lights shall blink alternatively. The bar shall be made of transparent plastic and shall taper suitably from the base to the top having width of max. 6 inches]
9. As the Hon'ble Supreme Court has directed, inter-alia ".... the men in uniform; operational agencies which require unhindered access to the roads for performance of their duty, those engaged in emergency duties ..... emergency maintenance etc. and Police Vehicles used as ..... Pilots or for law and order duties" will be entitled to lights of other (than red) colours, the Governor is pleased to direct that dignitaries and officials, who are listed in Notification No. 2998-WT/3M-119/2001 Pt. IV dated-07-09-2007, Notification No. 4425-WT/3M-118/2001 Pt.IV dated 28-10-2009, Notification No. 3846-WT/3M-118/2001 Pt.-IV dated -12-12-2011 and notification no. 1067-WT/3M-118/2001, Pt-IV, dated-26-03-2012 issued by Transport Department, Government of West Bengal till this date but not listed herein above, will be entitled to have blue lights without flasher on top front of the vehicles used by them. Secretaries to Government of West Bengal, Heads of Police Agencies / Directorates / Coommisionerates, District Magistrate, District Superintendents of Police etc. will have this entitlement.
10. Any violation of the above shall be considered as violation of law and liable for prosecution accordingly.

11. If red or blue light is affixed to a hired vehicle in terms of the principles mentioned above, then such hired vehicle shall be used only for official purposes and only when the concerned dignitary / official concerned is using such vehicle himself or herself. Use of such hired vehicles with red or blue lights beyond office hours for non-official purposss is strictly prohibited.

This notification shall take immediate effect.

By order of the Governor

Sd/-  
(Alapan Bandyopadhyay)  
Joint Secretary  
to the Government of West Bengal

**No. 2516-WT/3M-98/2006**

**Date - 19th June 2014**

Copy of the notification forwarded to the Superintendent, West Bengal Government Press, 38, Gopal Nagar Road, Alipore, Kolkata-700027, with request to publish in Extra Ordinary Gazette and send 50 (fifty) copies of the same to this department for Official use.

Joint Secretary  
to the Government of West Bengal

**No. 2516-WT/3M-98/2006**

**Date - 19th June 2014**

**Copy forwarded for kind information to :**

1. Chief Secretary to the Government of West Bengal
2. Additional Chief Secretary ..... Deptt  
...GoWB
3. Principal Secretary ..... Deptt (All)  
...GoWB.
4. Secretary ..... Deptt (All)  
...GoWB.

Joint Secretary  
to the Government of West Bengal

V. Datt  
 N. Chakrabarty  
 Di. note. CPD to  
 all concerned 21/8/18

No. 3368 -WT/3M-100/2009

Government of West Bengal  
 Transport Department  
 Paribahan Bhawan (1<sup>st</sup> floor)  
 12, R.N. Mukherjee Road  
 Kolkata-700001

Kolkata, the 23rd July, 2018

#### NOTIFICATION

For some time past, revision of rates of ex-gratia payment under Accident Benefit Scheme for victims of motor accidents as well as boat/launch/barge capsize cases was under active consideration of the Government.

2. After careful consideration of the matter, the Government has been pleased to revise the existing rates of ex-gratia payment under the said scheme for victims/ families of victims of accidents caused by vehicles as well as capsize of boats /launches/barges with immediate effect .The revised rates will be as follows:-

Sl. No.	Particulars	Amount of cash to be paid
1.	Death	Rs.2,00,000/-
2.	Permanent total disability or loss of two eyes or loss of two limbs or one eye and one limb	Rs.50,000/-
3.	Loss of one eye or one limb	Rs.20,000/-

3. The charge for victims of motor vehicle accidents will proceed under the head of account, "2235-Social Security and Welfare-60-other social security and welfare programmes-200-other programme-NP-Non Plan-026-Relief to victims/families of victims caused by vehicles [TR]-31-Grants-in-aid-General-02-Other Grants"under Demand No. 53.

The charge for victims of boat/launch/barge capsize cases will proceed under the head of account, "2235-Social Security and Welfare-60-other social security and welfare programme-200-other programme-NP-Non Plan-028-Relief to victims/families of victims in boat/launch/barge[TR]-31-Grants-in-aid-General-02-Other Grants"under Demand No. 53.

4. This order issues with the concurrence of Finance Department vide their Gr. 'R' U.O. No. 2018-19/ 0046 dated 10.07.2018.

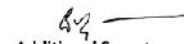
By order of the Governor  
 Sd/-  
 Additional Chief Secretary

No.3368 /1(71)-WT

Date. 23 .07.2018

Ccyp forwarded for information to :-

1. Principal A.G.(A&E),West Bengal, Treasury Building,Kolkata-1.
2. Director, Transport Directorate.
3. District Magistrate, -----.
4. Superintendent of Police, -----.
5. Pay & Accounts Officer, Kolkata Pay & Accounts Office, Kolkata.
6. Treasury Officer,-----.
7. Finance Department, Group-“R”, Nabanna, Howrah.
8. PS to HMIC, Transport Department.

  
 Additional Secretary



## GOVERNMENT OF INDIA

### Ministry of Road Transport & Highways

Transport Bhavan, 1 Parliament Street  
 New Delhi-110001

#### NOTIFICATION

F.No.RT-11012/07/2012-MVL

Date - 26-05-2016

To  
**The Principal Secretary (Transport)  
 / Transport Commissioner of all the States & UTs.**

**Subject :- Use of helmets**

**Madam/Sir,**

Your attention is drawn to the provisions of section 129 of the Motor Vehicles Act, 1988, according to which it is mandatory for ever person riding a two wheeler to wear a protective head gear confirming to BIS standards. The exception to this mandatory clause has been provided in respect of person of Sikh community wearing the turban. In addition some states have extended the exemption to other categories also.

2. Under rule 134(4)(f) central government had mandated that a manufacturer to two wheeler has to supply at list one protective head gear to all buyers except those specifically exempted under section 129 of the Motor Vehicles Act, 1988.
3. You may appreciate that a large number of road accidents occur due to non compliance of the provisions of section 129 of the Motor Vehicles Act, 1988 with regard to wearing of protective head gear.
4. you are requested to please carry an enforcement drive to ensure that all the persons riding two wheeler were protective head

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gear. You are also requested to ensure that the declare at this time of sale compulsorily supply a protective head gear of the size as required by the customer. The supply of the protective head gear of the size as required by the customer. The supply of the protective head gear as per the standered of BIS should be duly reflected in the sale invoice issued by the dealer to the purchaser. Dealer may be requested to ensure stock of more than one brand of helmet so as offer to reasonable choice to the customer so as to avoid monopolistic situation.

Yours faithfully

**PRIYANKA BHARATI**

Director (MVL)  
Phone No. 011-23092755  
Email: bhartip@ias.gov.in

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*Government of West Bengal  
Transport Department  
Paribahan Bhavan, 1<sup>st</sup> Floor  
12, R N Mukherjee Road, Kolkata 001*

No. 1762 - WT  
TR/O/IE-07/2017

Dated, the 18<sup>th</sup> April, 2018

**NOTIFICATION**

In exercise of the power conferred by the sub-section (1) of Section 5 of the Right to Information Act, 2005 (hereinafter referred to as the said Act), the Governor is hereby pleased to appoint the following officers as the Appellate Authority, State Public Information Officer and State Assistant Public Information Officer of Pool Car Office, Kolkata under the administrative control of Transport Department, Government of West Bengal for the purposes of the said Act, with immediate effect and until further order:

<b>Appellate Authority</b>	<b>Sri Pijush Kanti Dutta, IAS, Additional Secretary, Transport Department</b>
<b>State Public Information Officer (SPIO)</b>	<b>Sri Karunava Sar, Deputy Transport Commissioner (Technical), Pool Car Office, Kolkata under Transport Department</b>
<b>State Assistant Public Information Officer (SAPIO)</b>	<b>Sri Subhankar Pramanick, Maintenance Supervisor, Pool Car Office, Kolkata under Transport Department</b>

By order of the Governor

Sd/-  
[Alapan Bandyopachay]  
Additional Chief Secretary  
Transport Department

**(D) Grant of permission.**

Department of Personnel and Administrative Reforms & e-Governance will examine the application along with the submitted documents for further necessary action from this end.

This order issues in cancellation of order no.135-PAR(CCW) dated 23.05.2017 of this Department.

Sd/- D.Chowdhury  
Special Secretary to the  
Government of West Bengal

GOVERNMENT OF WEST BENGAL

Department of Personnel and Administrative Reforms & e-Governance  
Common Cadre Wing  
STATE SECRETARIAT  
NABANNA, 7th Floor, Room No. 703  
325, Sarat Chatterjee Road, Howrah-711 102

No.: 173-PAR(CCW)/N-89/16      Dated-Howrah, the 281h June, 2017

**MEMORANDUM**

**Subject: Acquisition/Disposal of Movable/Immovable property Obligation under the West Bengal Services (Duties, Rights and Obligations of the Government Employees) Rules, 1980.**

The undersigned is directed to state that it has come to the notice of the Department of Personnel and Administrative Reforms & e-Governance that some employees under Secretariat Common Cadre are not observing the obligations prescribed under the West Bengal Services (Duties, Rights and Obligations of the Government Employees) Rules, 1980 regarding acquisition/ disposal of movable/ immovable properties. This may put the employees concerned into undesirable situation apart from disciplinary action(s). Some employees are acquiring/ disposing of property without any permission from this Department. In some cases they are applying to other authorities for such permission. In a number of cases, employees do not furnish all relevant information and as a result, the process towards grant of permission is delayed. Again, many employees seek permission in respect of cases where no such permission is necessary. It may not be out of place to mention that submission of any application cannot be considered as compliance of the obligation of obtaining prior permission.

It appears that many employees under Secretariat Common Cadre are not aware of the obligations and the procedures to be followed in respect of acquisition/ disposal of movable/ immovable property.

In order to remove ambiguity and to make the process simple and less time consuming, the requirement of the aforesaid rule and the procedure to be followed, are detailed below :

**1. Obligation regarding permission for acquisition/ disposal of movable/ immovable property:**

Under Rule 5(2) of the West Bengal Services (Duties, Rights and Obligations of the Govt. Employees) Rules, 1980, prior permission of the Appointing Authority is required for acquisition/ disposal of movable/ immovable properties by the employees under Secretariat Common Cadre.

**2. Competent Authority to grant permission in respect of the employees under Secretariat Common Cadre :**

Being the Appointing Authority in respect of the employees under Secretariat Common Cadre such permission in respect of the employees under Secretariat Common Cadre may be given only by the Department of Personnel and Administrative Reforms & e-Governance.

**3. Applicability :**

The provision is applicable in respect of the property owned/ acquired by the Government employee either in his/ her own name or in the name of any member of his/ her family.

The movable or immovable properties owned by the members of the family of the Government employee which are either acquired by them from out of their own funds or inherited by them will not come under the aforesaid obligation.

**4. Acquisition/disposal of movable property :**

**(A) Requirement of permission :**

(a) When value of each item is equal or less than two months Basic Pay (Band Pay+ Grade Pay) of the employee, no permission is required.

(b) When value of each item exceeds two months Basic Pay (Band Pay +Grade Pay) of the employee,

(i) No permission is required if transaction is through a regular or reputed dealer.

(ii) Prior permission is required if transaction is not through a regular or reputed dealer.

Even when prior permission is not required in respect of cases covered by (b) (i) it is advisable to send intimation of such acquisition/ disposal to the Department of Personnel and Administrative Reforms & e-Governance through proper channel along with relevant particulars like - description of the item, value, date of transaction, name and address of dealer, source of fund, current month's pay slip etc.

**(B) Procedure to be followed regarding prior permission for acquisition/ disposal of movable items :**

Where prior permission is necessary as indicated at (A) (b) (ii), following procedure should be followed -

The employee should submit application for prior permission to the Department of Personnel and Administrative Reforms & e-Governance through proper channel giving following information -

(a) Name, designation and contact number of the employee.

(b) Full description of the item.

(c) Value.

(d) Particulars of the vendor (in respect of purchase)/ the purchaser (in respect of sale)

(e) Declaration to whether there is any official dealing with the vendor/ purchaser.

(f) Mode of purchase/sale.

(g) Source of fund (in respect of purchase).

(h) In respect of sale by the employee, mode of earlier acquisition by the employee should be indicated in details.

(i) Current month's pay slip of the Government employee.

**(C) Grant of permission.**

Department of Personnel and Administrative Reforms & e-Governance will examine the application alongwith the submitted documents for further necessary action from this end.

**5. Acquisition/disposal of immovable property through lease/ mortgage/ sale/ gift or otherwise:**

**(A) Requirement of permission :**

(a) When the transaction is through a regular or reputed dealer, no permission is required. For example a plot of land/ a flat/ a building sold/ leased out by Government/ Statutory Bodies/ Various Development

Authorities and properties sold or mortgaged to Government/ Statutory Bodies/ Department Authorities etc.

Although prior permission may not be necessary in respect of such cases it will be advisable to intimate such transaction immediately to the Department of Personnel and Administrative Reforms & e-Governance along with relevant particulars to avoid future complications.

(b) When the transaction is not through a regular or reputed dealer prior permission from the Appointing Authority will be necessary.

**(B) Procedure to be followed for obtaining prior permission regarding acquisition of immovable Property (by lease/ mortgage/ sale/ gift or otherwise) :**

The employee should submit application for prior permission to the Department of Personnel and Administrative Reforms & e-Governance through proper channel giving following information -

(a) Name, designation and contact number of the employee.

(b) Full description of the property (schedule of property).

(c) Value.

(d) Particulars of the owner/ vendor (name, address etc.)

(e) Declaration as to whether there is any official dealing with the vendor.

(f) Mode of acquisition (i.e. sale/lease/gift etc.)

(g) Copy of agreement/communication from the owner/vendor.

(h) Mode of transaction (sale/lease/gift etc.).

(i) Source of fund required for acquisition of the property.

(j) Fair market value certificate.

**Note: Valuation Certificate :**

A Valuation Certificate from :-

(a) The L.A. Collector having jurisdiction.

or

(b) The Register Valuer

or

(c) The Additional District Sub-Registrar concerned.

or

(d) Any document regarding assessment of valuation of the property by the Registering Authority.

**(C) Procedure to be followed for obtaining prior permission or disposal of immovable property by lease/mortgage/sale/gift or otherwise :**

The employee should submit application for prior permission to the Department of Personnel and Administrative Reforms & e-Governance through proper channel giving following information -

(a) Name, designation and contact number of the employee.

(b) Full description of property (schedule of property).

(c) Nature of title (indicating share of the employee concerned).

(d) Present market value (relating to the share of the title of the employee) and certificate regarding market value.

(e) Mode of acquisition of the title by the employee. (Detailed information regarding time and manner of acquisition. If acquisition was made with the permission of the Appointing Authority that should be mentioned and a copy of such permission should be enclosed.)

(f) Particulars of the transferee (Name, Address etc.).

(g) Declaration as to whether there is any official dealing of the employee with the Transferee.

(h) Mode of transaction (lease/mortgage/sale/gift etc.).

(i) Consideration for transfer.

**NOW, THEREFORE** the Governor, in supersession of all previous notifications / orders in this regard is hereby pleased to constitute the State Road safety Council for the State of West Bengal to deal with all aspects relevant to the road safety in the following manner and with the composition mentioned :

### **COMPOSITION**

1. Chief Secretary, West Bengal	- Chairman
2. Additional Chief Secretary, Home Department, GoWB	- Member
3. Additional Chief Secretary, Department of Planning GoWB	- Member
4. Additional Chief Secretary, Power & NES, GoWB	- Member
5. Additional Chief Secretary, Information Technology & Electronics Deptt, GoWB	- Member
6. Principal Secretary, Health & Family Welfare Department, GoWB	- Member
7. Principal Secretary, Urban Development Department, GoWB	- Member
8. Principal Secretary, Public Health Engineering Department, GoWB	- Member
9. Principal Secretary, Panchayet & Rural Development Deptt, GoWB	- Member
10. Principal Secretary, Transport Department, GoWB	- Member Secretary
11. Principal Secretary, PW, GoWB	- Member
12. Principal Secretary, Finance Department, Government of W.B.	- Member
13. Principal Secretary, Information & Cultural Affairs Deptt, GoWB	- Member
14. Principal Secretary, Municipal Affairs Department, GoWB	- Member
15. Principal Secretary, Technical Education & Training Department, GoWB	- Member
16. Principal Secretary, School Education Department, GoWB	- Member
17. Municipal Commissioner, Kolkata Municipal Corporation	- Member
18. Additional Secretary, Transport Department, Govt. of WB	- Addl. Member Secretary
19. Director General & Inspector General of Police, West Bengal	- Member

Government of West Bengal  
Transport Department  
Paribahan Bhawan (1<sup>st</sup> Floor)  
12 R. N. Mukherjee Road, Kolkata-1.

No. 3849-WT/1E-243/2014

Dated 09.08.2018

### **MEMORANDUM**

In cancellation of Memorandum No. 1537-WT dated 01.04.2004 and consequent upon the formation of Transport Directorate under the administrative control of Transport Department, the undersigned is directed to state that the following procedure is hereby formulated for initiating / countersigning and accepting of the Annual Confidential Reports (ACRs) / Self-Appraisal Reports (SARs) of the Motor Vehicles Officials of Transport Department:

(a) The Annual Confidential Reports in respect of the Motor Vehicles Officials of Transport Department, holding different posts under the Government, shall be initiated / countersigned and accepted by the authorities given below.

(b) When the Annual Confidential Reports of any officer is found to have not been initiated / countersigned for particular year(s) and the officers mentioned as authorities are not available, the successor-in-office will initiate / countersign the Annual Confidential Reports of the concerned officer on the basis of record of performance and other records.

Immediately after the close of the financial year, the reporting officers will initiate the Annual Confidential Reports of the Group-'B' officers subject to G.O. of Finance Department, as may be in force, and send the same to the countersigning authority for countersignature and transmission of the same to the concerned Accepting Authority as per the Schedule below. The mode and time frame in this regard in respect of Group-'A' officers will be as per G.O. issued in this respect by the Finance Department from time to time.

### **SCHEDULE**

Sl. No.	Particulars of the Post / Designation	Posted at	Reporting Authority / to be initiated by the (in duplicate)	Reviewing / Countersigning Authority	Accepting Authority
1	MVI (T & NT)	SDO Office	ARTO/ DMDC(MV)	SDO	Director, Transport Dte.
2	MVI (T & NT)	District HQ	RTO & E.O. AD	ADM/DM	Director, Transport Dte.
3	MVI (T & NT)	MV Check Post	RTO & E.O. AD	ADM/DM	Director, Transport Dte.
4	MVI (T & NT)	Transport Dte. HQ. (erstwhile PVD)	ARTO (As head of unit office)	Addl. Dir. (Kolkata Zone)	Director, Transport Dte.

Sl. No.	Particulars of the Post / Designation	Posted at	Reporting Authority / to be initiated by the (in duplicate)	Reviewing / Countersigning Authority	Accepting Authority
5	ARTO	SDO Office	SDO	DM	Director, Transport Dte.
6	ARTO	District HQ	RTO & E.O. AD	DM	Director, Transport Dte.
7	ARTO	MV Check Post	RTO & E.O. AD	DM	Director, Transport Dte.
8	ARTO	Transport Dte. HQ. (erstwhile PVD)	Jt. Dir./Dy. Dir. (in absence of Jt. Dir.)	Addl. Dir. (Kolkata Zone)	Director, Transport Dte.
9	RTO & E.O. Assistant Director	District HQ	DM	Director, Transport Dte.	A.C.S./Pr. Secy. /Secy., Tr. Deptt.
10	RTO & E.O. Assistant Director	Transport Dte. HQ. (erstwhile PVD)	Addl. Dir. (Kolkata Zone)	Director, Transport Dte.	A.C.S./Pr. Secy. /Secy., Tr. Deptt.
11	Deputy Director	Transport Dte.	Addl. Dir. /Jt. Dir.	Director, Transport Dte.	A.C.S./Pr. Secy. /Secy., Tr. Deptt.
12	Joint Director	Transport Dte.	Director, Transport Dte.	-Dispensed with-	A.C.S./Pr. Secy. /Secy., Tr. Deptt.

Endorsement on each page of the ACR document should be made by the concerned reporting authority.

Since the ACR is considered to be a very important document in regulating different service matters (viz. confirmation, promotion, etc.) of the concerned officer, it should be ensured at all levels that the provisions of this Memorandum are complied.

This will have immediate effect and remain in force until further order.

Principal Secretary

to the Government of West Bengal

Dated 09.08.2018

No. 3849/1(125)-WT/IE-243/2014

Copy forwarded for information and necessary action to :

1. Director, Transport Directorate
2. Addl. Director / Jt. Director / Dy. Director, Transport Directorate
3. District Magistrate,(all)
4. SDO, (all)
5. RTO & E.O. Assistant Director (all)
6. Additional Regional Transport Officer (all)
7. P.S. to Hon'ble M.I.C., Transport Department
8. Sr. P.S. to Additional Chief Secretary, Transport Department
9. AO, PCO & E.O. Dy. Secy., - for uploading in website.

*10/08/18*  
Deputy Secretary to the Government of West Bengal



## GOVERNMENT OF WEST BENGAL

Transport Department  
Paribahan Bhaban  
12, R.N. Mukherjee Road, Kolkata- 700001

Memo No. 1083-WT/TR/P/3M(RS)-6/14 (Pt-1) Date - 23-03-2015

### NOTIFICATION

**WHEREAS** the State of West Bengal is required to form a State Road Safety Council in terms of Section 215(2) of the Motor Vehicles Act, 1988.

**AND WHEREAS** the State of West Bengal is also required to form a District Road Safety Committee for each District of the State in terms of Section 215 (3) of the said Act.

**AND WHEREAS** the State of West Bengal has already formulated and notified the West Bengal Motor Vehicles Rules, 1989 as required under the provisions of the aforesaid Act.

**AND WHEREAS** Rules 356, 357 and 358 of the West Bengal Motor Vehicles Rules 1989 have stipulated the functions (Objects and purposes) scope for creation of Sub-Committees, etc.

**AND WHEREAS** there has been massive increase in the vehicle population in the State as well as in the number of driving licenses issued.

**AND WHEREAS** the question of ensuring road safety is of paramount importance with the road safety issue being a multifaceted and multidimensional phenomenon requiring coordinated approach to deal with.

**AND WHEREAS** all the stakeholders connected with road safety have to be involved for achieving the targeted objective in this regard.

GOVERNMENT OF WEST BENGAL  
TRANSPORT DEPARTMENT  
PARIBAHAN BHAWAN (1<sup>ST</sup> FLOOR)  
12, R.N. MUKHERJEE ROAD, KOLKATA – 700 001.

NOTIFICATION  
No.481-WT/8S-17/18

1<sup>st</sup> February, 2019.

Whereas, the draft notification to amend the West Bengal Motor Rules, 1989, was published as required by sub-section (1) of Section 212 of the Motor Vehicles Act, 1988 (59 of 1989) (hereinafter referred to as the said Act), *vide* notification No.4601-WT/8S-17/18, dated the 12<sup>th</sup> September, 2018, in the *Kolkata Gazette, Extraordinary Part-I*, , dated 12<sup>th</sup> September, 2018, inviting objections and suggestions from all persons likely to be affected thereby, within fifteen days from the date of publication;

AND WHEREAS, no objection and suggestion has been received from the persons likely to be affected thereby within the given period;

NOW, THEREFORE, in exercise of the powers conferred by sections 28, 38, 65, 96, 107, 111, 138, 159, 176 *read with* section 212 of the said Act and in compliance with the solemn order dated 26.03.2018 of the Hon'ble Supreme Court in Civil Appeal Nos.9936-9937/2016 (*Usha Devi -vs- Pawan Kumar*), the Governor is pleased hereby to make, with immediate effect, the following amendments in the West Bengal Motor Vehicles Rules, 1989, as subsequently amended (hereinafter referred to as the said rules), namely:-

*Amendments*  
In the said rules,—

(1) after rule 319, *insert* the following rule:-

**“319A. Duties of investigating police officer in accident cases.—(1)** In any accident case, it shall be the duty of the investigating police officer not to release and impound the vehicle involved in the accident, when it is found that it is not covered by policy of insurance of third party risks, taken in the name of the registered owner, or when the registered owner fails to furnish copy of such insurance policy, and bring this to the notice of the District Magistrate having jurisdiction over the area, where the accident occurred.”;

(2) after rule 330, *insert* the following rule:-

**“330A. Prohibition against release of motor vehicle involved in accident:— (1)** No court or tribunal shall release a motor vehicle involved in an accident resulting in death or bodily injury or damage to property, when such vehicle is not covered by the policy of insurance against third party risks taken in the name of registered owner or when the registered owner fails to furnish copy of such insurance policy despite demand by investigating police officer, unless and until the registered owner furnishes sufficient security to the satisfaction of the court or tribunal, as the case may be, to pay compensation that may be awarded in a claim case arising out of such accident.

(2) Where the motor vehicle is not covered by a policy of insurance against third party risks, or when registered owner of the motor vehicle fails to furnish copy of such policy in circumstance mentioned in sub-rule (1), the motor vehicle shall be sold off in public auction by the District Magistrate having

jurisdiction over the area where accident occurred, on expiry of three months of the vehicle being taken in possession by the investing police officer, and proceeds thereof shall be deposited with the Claims Tribunal having jurisdiction over the area in question, within fifteen days for purpose of satisfying the compensation that may have been awarded, or may be awarded in a claim case arising out of such accident.”.

By order of the Governor,

*Sd/-*

*Principal Secy. to the Govt. of West Bengal.*

**No.481/1(1)-WT**

**Date- 01.02.2019.**

Copy with the copy of the above Notification forwarded to the Joint Secretary, Commerce & Industries Department, 4, Camac Street, Kolkata – 700016, with request to suitably advise the Superintendent, B.G. Press for publication of the Notification in the *Official Gazette*.

*Sd/-*  
Commissioner  
Transport Department

**No.481/2(1)-WT**

**Date- 01.02.2019.**

Copy with the copy of the above Notification forwarded to the Superintendent, Bengal Government Press, 38, Gopal Nagar Road, Kolkata-700 027, with request to publish the Notification in the *Official Gazette* and send 50 (fifty) copies of the same to this Department for official use.

*Sd/-*  
Commissioner  
Transport Department

**No.481/3(140)-WT**

**Date- 01.02.2019.**

Copy forwarded for information and necessary action to:

1. Secretary, STA, West Bengal
2. Director, Transport Directorate, WB, Paribahan Bhawan-II.
3. The District Magistrate (all) .....
4. The S. D. O. (all) .....
5. The RTO / ARTO (all) .....
6. P.S. to M.I.C., Transport Department, Government of West Bengal
7. Sr. P.A. to Pr. Secretary, Transport Department, Government of West Bengal.
8. Copy for uploading in the website of Transport Department.

  
Commissioner  
Transport Department

**Subject:**  
**Road safety**