

GOVERNMENT OF INDIA
MINISTRY OF ROAD TRANSPORT AND HIGHWAYS
(Road Transport Wing)
(as on 13.03.2014)

Manual

In Terms of Section 4(b)(ii),4(b)(iii),4(b)(iv), 4(b)(v), 4(b)(vi), 4(b)(vii), 4(b) (viii), 4(b)(ix), 4(b)(x), 4(b)(xi),4(b)(xii), 4(b)(xiii), 4(b)(xiv), 4(b)(xv), 4(b)(xvi),4(b)(xvii), 4(c) and 4(d) of the Right to Information Act, 2005.

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Section 4(1)(b)(ii): Powers and duties of Officers and Employees of Road Transport Wing:

The powers and duties of the officers of the RT Wing is governed in terms of Manual of Office Procedure and Channel of Submission. Officers of the rank of Under Secretary and above are authorised to sign the sanction orders and convey Government decisions.

Section 4(1)(b)(iii): Channel of Submission in Road Transport Wing:

Section	Section Officer-in-charge	Next channels channel of submission	Next higher officer	Wing Head
Transport	SO(T)	US(T)	DS(T)	JS(T)
Road Safety Cell	SO(RSC)	US(RSC)	Director(RS)	JS(T)
MVL	SO(MVL)	US(MVL)	Director(MVL)	JS(T)

Section 4(b)(iv) Norms for discharge of functions:

Nature of reference and the complexity and the urgency of the reference determine the priority of submission and disposal of such case. For example, parliamentary matters are given Top Most Priority. References are examined on 'First come first serve' basis, other things being equal.

Section 4(1) (b)(v): Rules/Regulations/Instructions/Manuals/Records referred/used by the employees for discharge of functions:

Section 4(1) (b) (vi): Statement of categories of documents that are held by or under the control of Road Transport Wing:

Apart from normal Government rules/procedure, the following are used /referred to by the Wing: -

- The Motor Vehicles Act, 1988
- The Central Motor Vehicles Rules, 1989
- Road Transport Corporation Act, 1950
- Carriage by Road Act, 2007 (enacted to repeal Carriers Act, 1865) effected on 01.03.2011. Carriage by Road Rules, 2011 notified on 28.02.2011 and effected on 01.03.2011
- Various schemes like 'National Highways Accident Relief Service' (Annexure I), 'Refresher training programme for HMTV drivers in un-organised sectors' (Annexure II-A), 'Setting up of Model Driver Training Institutes' (Annexure II-B), 'Scheme for providing central assistance to the State Governments for purchase of Pollution Testing Equipments' (Annexure III), Scheme for introduction of IT related features for Strengthening Public Transport System (Annexure IV)

ANNEXURE-I, as referred to under Section 4(1) (b)(v)

National Highways Accident Relief Services Scheme

**GUIDELINES FOR GRANT OF FINANCIAL ASSISTANCE IN THE SHAPE OF
AMBULANCE & CRANES
FOR ADMINISTERING NATIONAL HIGHWAY ACCIDENT RELIEF SERVICES
SCHEME UNDER ROAD SAFETY PROGRAMMES**

1. Organisations eligible for assistance :-

Any voluntary organisation registered under the Registration of Societies Act, 1860/autonomous body/educational institution engaged in Automobile industries or field programmes relating to Road Safety for a period of at least three years can apply for assistance under the scheme. The financial turnover of the organization should not be less than Rs. 25 lakhs for those belonging to states other than J&K, Uttaranchal, Himachal Pradesh, Sikkim, Assam, Meghalaya, Manipur, Nagaland, Arunachal Pradesh and Tripura and Rs. 10 lakhs for these states.

2. How to make the proposal:-

The application is to be made in duplicate, in the prescribed proforma by the Head of the Organisation, along with following documents:

- i) Evidence in support of registration of the Organisation under the Registration of Societies Act, 1860;
- ii) Memorandum & Articles of Association;
- iii) List of members of the Managing/Executive Committee;
- iv) Audited statements of accounts for last 3 years (in the case of NGOs);
- v) Annual report or other documents indicating details of the activities of the organisation, especially in relation to Road Safety Programmes;
- vi) Details of the proposal indicating the objectives, details of activity proposed with time schedule, total financial implications, and the quantum of assistance sought under this scheme; and
- vii) The details of assistance received or likely to be available from other sources including Central Government/State Governments, local authorities or self contribution.

3. Whom to submit the proposal :-

All applications, in duplicate, are to be addressed to Secretary, Department of Road Transport & Highways, indicating Application for grant under NHARSS" and be sent to the Under Secretary (Road Safety), Department of Road Transport & Highways, Transport Bhawan, 1, Parliament Street, New Delhi-110001 *through the respective Transport Commissioner.*

4. Assistance :- Unit of one Ambulance and one crane only.

5. Scope of the scheme : The Scheme is known as National Highway Accident Relief Scheme (NHARSS) under the scheme an ambulance and a crane is provided to the NGO to operate on National Highways on accident prone stretches, having a distance of 50 kms. The ambulance is to provide immediate relief to the accident victim to remove to the nearest Hospital free of charge if necessary and to remove the accident affected vehicle from the site to clear the blockage of the Road. The vehicle may also be moved to the nearest garage on hire basis.

6. Other Terms & Conditions:-

- i) The applications are to be submitted to the State Transport Commissioner through the District Collector / District Magistrate / Superintendent of Police. ***Application submitted direct to the Ministry will not be considered.***
- ii) A detailed specific action plan will have to be drawn up, for running the vehicles in consultation with the concerned State Transport / Police Departments and intimate the Government so that, if necessary, an official from the Government could be deputed for participating / witnessing the working of the programmes.
- iii) The organisation will have to ensure involvement of local Civil Admn. / State Transport / Police Deptts. in such programmes.
- iv) At the venue of the programmes organised, necessary banners/boards will be displayed / erected, indicating that the programmes are being sponsored by the Department of Road Transport & Highways, Government of India. At all such points, the Logo of Road Safety will have be displayed.
- v) Due publicity will have to be given in the Press and other possible media before and after organising the programmes.
- vi) Literature, if any, produced or the medals etc., if any given, will carry the Emblem of the Government of India as well as Road Safety Logo.
- vii) The Government will have the right to direct for making any changes in the programmes.
 - viii) Organisations who are selected for providing equipments (crane & ambulance) will have to execute a bond before supply of equipments.
- ix) In the event of violation of any of the terms and conditions of sanction, the voluntary organisation will have to return the equipment to the State Government on demand
- x) Government may lay down any other condition prior to release of the grant. The expenditure on the operational cost, viz. Salary, petrol, stationery, telephone bills & publicity etc. will be borne by the NGO out of their own resources and partly out of the funds earned from rendering break-down services to the users. NGO will ensure proper up keep of the vehicle and also get it registered in the name of the State Govt. and ensure its insurance on their own cost for better life. After the life of the equipment, which will be as per the rules and regulations of the State Govt., will be handed over to State Govt. for disposal. Annual performance report of the equipment is required to be submitted through the concerned Transport Commissioner/Secretary to this Ministry in the prescribed proforma. The ambulance should have necessary life saving equipment like First aid box and oxygen cylinder etc. at the cost of the NGO.

PROFROMA FOR APPLYING FOR EQUIPMENT ASSISTANCE IN THE FORM OF CRANE & AMBULANCE FOR ADMINISTERING NATIONAL HIGHWAY ACCIDENT RELIEF SERVICE SCHEME

To

The Secretary,
Department of Road Transport & Highways,
Government of India,
New Delhi.

Subject : Sanction of financial assistance for administering NHARSS under Road Safety Programmes.

Dear Sir,

We are an organisation actually engaged in Road Safety Programmes. We propose to implement a scheme (details at SI. 8) during the period for which we seek financial assistance. We are furnishing the following particulars for your consideration:

1. Name of the Organisation
2. Correspondence Address,
(with pin code, Tel. & Fax No.)
3. Registered Address
4. Registration No.
(Please enclose Registration Certificates, Memorandum & Articles of Association).
5. Management Structure of the Organization
(Please indicate the names of the members of the Managing committee, their occupation & addresses).
6. Financial status of the organization for all States except those at (ii) given below:
 - a. Total income expenditure during the year ended
should be minimum: Rs.25 lakhs
 - b. For States, J&K, Uttranchal, Himachal : Rs. 10 lakhs
Pradesh, Sikkim, Assam, Meghalaya, Manipur, Nagaland, Arunachal Pradesh
Tripura and Shillong. Total expenditure During the year ended should be
minimum

(Please enclose a copy of Balance Sheet and Income & Expenditure Statement for the last 3 years)

#NOTE : NGO's who do not fulfill the above conditions, need not apply. Their applications will be summarily rejected without consideration.

7. Details of activities undertaken by the organization during the previous year.

(Please enclose Annual Report or some other suitable documents).

8. Details of financial assistance received from any source of Government of India/State Government during the last 3 years.

Year	Source	Amount	Purpose
------	--------	--------	---------

9. Details of the proposal for which assistance is sought:

- a. Description of the proposal (Details of the plan where equipment shall be stationed and the stretch of NH likely to be covered)
- b. Likely beneficiary
- c. Total estimated expenditure (Running, maintenance & insurance cost to be borne by NGO and source from where these shall be met)
- d. Financing arrangement for the proposal
- e. Equipments sought
- f. Implementation Schedule (Particularly readiness of the Organisation to start the implementation
In one month of receiving the equipment)

(Please enclose a write up on the proposal)

10. Any other relevant information

Signature
Date
For and on behalf of

11. Certificate

Certified that -----(name of the Voluntary Organisation) has not applied for and will not seek any financial assistance from the State Government/Local Government Authorities for administering the project proposal as mentioned in para 8 above.

Signature
Name
Dated
For and on behalf of

(Name of the Voluntary Organisation)

Certificate and Recommendation by District Collector / Police Chief / Transport Authority.

Certified that the -----(Name of the Organisation) is a bonafide voluntary organisation in the State of registered under Registration of Societies Act, 1860 and the particulars mentioned above are correct to the best of knowledge and belief of the District Administration.

- 1. The proposal is recommended for being considered by the Government of India.

Signature

Name

Designation

Dated

(District Collector /District Magistrate
Police Chief / Transport Authority)

ANNEXURE-II-A

SCHEME FOR INDUCTION TRAINING COURSE IN HEAVY MOTOR VEHICLE (HMV) DRIVING

1) MINIMUM STANDARDS REQUIRED FOR TRAINEES:

The minimum requirements for the trainees to undergo Heavy Vehicle Driver Training are given as below

Education	Fluent in reading and writing in Regional Language.
Driving Licence	1 year completed in Light Motor Vehicle Driving.
Physical Condition	Good vision and free from other Physical disabilities.

2) COURSE DURATION 12 Weeks

3) SYLLABUS:

The syllabus as prescribed in Rule 31(3) of Central Motor Vehicles rules, 1989 for Heavy Motor Vehicles (the lessons cover parts E, F, G, H, I, J & K) may be followed.

4) COURSE CONTENTS:

Theory		Practice	
Topic	No. of Weeks	Topic	No. of Weeks
Driving Theory	2	Basic Driving	2 practice in driving range
Traffic Education	2	Skill Driving Practice	2 (in Driving Range)
Vehicle Mechanism	2	Driving Practice in Rural and Highway Roads	4
Public Relations	2	Driving Practice in City	4 roads (in dense and lane traffic)
Vehicle Maintenance & repairs	2		
First aid Aid	1		
Human Relation	1		
Total	12		

5) EVALUATION:

At the end of the Training Course, the trainees are evaluated totally 700 Marks in Theory as well as in Driving Practice. The minimum requirement of marks for pass in each subject is as follows:

	Maximum Marks	Minimum Marks required for pass
Driving Practice	300	180
Theory: Traffic	100	
	40 Education	
Driving Theory	100	40
Vehicle Mechanism	100	
	40 Theory & Practical	
Public Relations	100	40
Total	700	340

6) ELIGIBILITY TO WRITE EXAMINATION:

A minimum of 85% attendance is required.

7) EXTENSION OF TRAINING:

For shortage of attendance or failure in Driving Practice, the training period will be extended in terms of weeks i.e. 1 or 2 weeks (or) depending upon the candidates requirement by collecting additional fee.

8) FAILURE IN EXAMINATION:

If anybody fails in any theory paper or driving practice, the candidate has to reappear for the Examination.

9) TEST: The Trainees those who passed the driving Performance Test called Internal Trade Test conducted by the Institute will only be sent to Motor Vehicle Inspector's Test for Heavy Vehicle Driving Licence Endorsement.

10) CERTIFICATE: After passing in all Theory papers and Motor Vehicle Inspector's Test, the Proficiency Test Certificate will be issued to the candidates.

**Annexure II-B as referred to under Section 4(1) (b)(V)
Scheme for Setting up a Training Institute on Driving
and Research**

**GUIDELINES FOR PROPOSALS ON SETTING UP A TRAINING
INSTITUTE ON DRIVING & RESEARCH**

I. GENERAL

- i. The proposal should contain categorical recommendation of the State Government if the proposal is from agencies other than State Government.
- ii. Land for the Institute would have to be provided by the State Government free from encumbrances and the title of the land will vest in the State Government. In case of lease holding, same shall be on a perpetual lease of 99 years
- iii. The proposal should envisage self-sufficiency in meeting the recurring expenditure as this shall not be provided by the Central Government. However, the initial grant may include a component for the consumable for the first year only
- iv. The grant of the Central Government shall be one time grant for the capital component of the proposal and the estimates on this account should be based on latest approved CPWD or State PWD Schedule of Rates. However, actual procurement should be made by following tenders procedure to obtained most competitive price quality products. The capital component of the proposal may include modern equipments such as simulators, computers and other modern aids. Under this head, provision for hostel facilities including fitting and furnishing can also be considered.
- v. In case of NGO the proposal should invariably contain a project appraisal report/feasibility report by an independent reputed agency and comments of State Government, if any.
- vi. The project should be completed within the period of the approval from the Government of India and submission of U.O after six months of completion failing which a penalty as suitable may be imposed on the State Government, which may include even debarring the State Government from future grants.
- vii. The State Government/Grantee Organization shall submit half yearly performance report.
- viii. It shall be obligatory on the part of the Institute set up from the funds of Central Government to implement the schemes run by Central Government on drivers

training as per terms and conditions set out by the Central Government.

- ix. Initially, the proposals shall be considered for the locations in/adjacent to the State Capital /Major towns and only one proposal from a State shall be considered.
- x. Details of a Standard Training Institute on Driving & Research is annexed.

II. WHO CAN SEND THE PROPOSAL:

1. State Government, and/or
2. Any other agencies such as NGO/Automobile Associations/Vehicle Manufacturers' Association/Autonomous Body/Private Vehicle Manufacturers authorized and recommended by the State Governments.
3. In case of the agencies other than State Government, they should be financially sound so as to be able to run the Institute.

III. CRITERIA OF THE ELIGIBILITY IN CASE OF AGENCIES OTHER THAN STATE GOVERNMENT

1. Must be registered with the appropriate legal authority.
2. Must be a clean record holder since inception.
3. Must be a public concern or NGO, etc.
4. Should have experience of 5 years in the field of Road Safety.

DETAILS OF A STANDARD TRAINING INSTITUTE ON DRIVING & RESEARCH

1.0. INTRODUCTION:

A Good Driver Training Centre is aimed to develop right attitudes towards driving responsibilities, instill understanding of traffic regulations and create good driving habits. By merely listening or reading, the driving skills cannot be acquired. The skill has to be learnt by each individual's own practice. Haphazard learning never promises a high grade of skill. If young drivers are systematically trained, they can correct their mistakes and help reduce accidents. If the Drivers are not trained well, ultimately the general public will be endangered by their mistakes. Sound Driver Education and training produce good results. A properly trained generation of new Drivers would bring down the rate of accidents considerably in future.

2.0. OBJECTIVES:

- i. To conduct induction training course in driving of Heavy Motor Vehicles.
- ii. To conduct induction training course in driving of Light Motor Vehicles.
- iii. To conduct training course for Trainers.
- iv. To conduct Refresher and Orientation Training Courses for the drivers who are in service.
- v. To conduct training course for the drivers who carry dangerous/hazardous goods.
- vi. To carry out research on behavioral/attitudinal changes required to be brought out in the drivers.

3.0. TRAINING SCHEMES:

3.1. INDUCTION TRAINING COURSE IN HEAVY MOTOR VEHICLE DRIVING:

Generally the drivers of Heavy Motor Vehicles come from cleaner stage having lack of knowledge in Traffic Rules & Regulations, driving skills and maintenance of vehicle and also carry all types of bad driving habits. This leads to the growth of road accident rate year by year. To overcome this, it is necessary to train heavy vehicle drivers in a systematic manner on scientific lines by selecting the candidates who complete 1 year in Light Motor Vehicle Driving Licence

As per the Rule 31(3) and 31(4) of Central Motor Vehicles Rules, 1989 the training period for Transport Vehicles shall not be less than 30 days and Driving Hours shall not be less than 15 Hours.

Though the minimum Training period has been prescribed in the Central Motor Vehicle Rules, 1989, to make the drivers more skilled, the course duration may be prescribed as 12 weeks.

In the 12 weeks training period, the steering practice is proposed to be given 1 hour per day per candidate by allotting 7 candidates per vehicle per one Driving Instructor. Totally, 72 hours of steering practice and 120 hours of theory classes are proposed to be given for each trainee based on the syllabus prescribed for Heavy Motor Vehicle Driving in the Rule 31 (3) of C.M.V. Rules, 1989 (the lessons cover Parts E,F,G,H,I,J & K).

In the 72 hours of steering practice each trainee may be given 1000 KM5 of driving practice.

One Driver Training vehicle is required to give training to 14 candidates per day in two shifts.

The details of the scheme for imparting training in heavy motor vehicle driving is detailed in the Annexure-I.

3.2. INDUCTION TRAINING COURSE IN LIGHT MOTOR VEHICLE DRIVING

The new Motor Vehicles Act, 1988 and Central Motor Vehicles Rules, 1989 are applicable to all classes of road users. Most important are the new pre-cautions and procedures laid down in the Driving Regulations in Section 118 of Motor Vehicles Act, 1988 which must be followed by all road users especially new road signs. Hence, the LMV drivers also be trained like heavy vehicle drivers in a systematic manner so as to improve the road safety. As per the Rule 31 (2) and 31 (4) of Central Motor Vehicles Rules, 1989, the training period for non-transport vehicles shall not be less than 21 days and driving

hours shall not be less than 10 hours.

Moreover, as per the rule 15 of C.M.V.Rules, 1989, "No person shall appear for the test of competence to drive unless he has held a learner's licence for a period of at least 30 days".

In view of the above, the training course period for a Light Motor Vehicle training period has been prescribed as one month duration.

In one month duration, it is proposed to give 20 hours of steering practice and 40 hours of theory classes for each trainee based on the syllabus prescribed for Light Motor Vehicle Driving in the Rule 31(2) of C.M.V. Rules, 1989 (the lessons cover Parts A,B,C,F,G & K).

The details of the scheme for imparting training in LMV driving is detailed in the Annexure - II.

3.3. TRAINING COURSE FOR TRAINERS

Apart from training of drivers there is a need for improving the standard of Driver Training Instructors.

As per the Rule 24(3)(viii) of the C.M.V. Rules, 1989, the following minimum qualifications have been prescribed for Driving Instructor who is engaged for Driving Instructor purpose in the driving school.

- a pass in the X Std.
 - five years driving experience
 - a certificate in motor mechanic course
 - thorough knowledge in road traffic rules and regulations
- For a trainer to be achieved proficiency in training, he should be moulded in a proper manner so as to enable him to handle theory classes and practical sessions systematically.

The Driving Instructor is mainly entrusted with the following responsibilities:

- Imparting training to the trainees in the vehicle
- Handling theory classes in different subjects
- To oversee and supervise the driving performance of trainees with reference to fuel conservation as well as safe driving.
- To evaluate the performance of the trainees.

This being a primary task, a specialized training programme for trainers (Driving Instructors) may be conducted in the Training Institute. The details of the scheme for imparting training course for trainers is detailed in the Annexu re-III.

3.4. REFRESHER & ORIENTATION CAPSULE COURSE FOR DRIVERS WHO ARE IN SERVICE:

Refresher/Orientation Training courses for short duration of 3 days or 5 days may also be conducted periodically in the Training Institute for the drivers who are in service not only in State Road Transport Undertakings but also in Private Sector as well as Public Sector Undertakings including Tank/Truck Drivers to inculcate a sense of responsibility on road safety. The courses may be conducted on the following topics by inviting Experts in the appropriate field.

- Behavioral Practices
- Defensive Driving Techniques - Traffic Rules and Regulations
- Accident Investigation
- Training Course on Safety Clinic for Accident Prone Drivers
- Training Course on Fuel Conservation
- Training Course on Public Relations
- Training Course on Safe Transportation of Dangerous and Hazardous Goods
- 3 days course for Tanker/Truck Vehicle Endorsement in driving licence.
- 1 day Refresher Course for Renewal of Tanker/Truck Vehicle Driving Licence

4.0. INFRASTRUCTURE REQUIREMENTS:

A minimum of 15 acres of land would be required to set up a Driving Training Institute with various infrastructure facilities such as class rooms with teaching aids like OHP, Slide Projector, T.V. and V.C.R./VCD and Multimedia Projector for handling theory classes on Traffic Rules and Regulations, Driving Procedures, Vehicle Mechanism, Public Relations and First Aid.

To display cut section models of various working systems of an automobile, including failed components as well as static models on driving procedures, a separate driving lab is also required. Testing equipments to test physical abilities of drivers including eye vision, Driving Simulator, and a comprehensive driving range with various types of manoeuvres to impart off-road driving practice in basic driving procedures and driving practice in skill development are also required. A Layout of Driving Range and various facilities provided in the Driving Range for skill development practice may be seen in the Annexure - V. The other infrastructure such as workshop shed for maintenance and repairs of training vehicles, canteen and Hostel facilities are also to be provided in the Institute itself. The details of the infrastructure requirement is given in the Annexure-IV.

5.0 FINANCIAL IMPLICATIONS:

5.1 CAPITAL INVESTMENT:

The Central Government will provide 70% of the capital investment and 30% will be borne by the State Government/Grantee Organisation.

5.2 RECURRING EXPENDITURE:

The total recurring expenditure shall be borne by the State Government/Grantee Organisation.

6.0 CONCLUSION:

The capacity of the Institute may be targeted to train 280 heavy vehicle drivers, 360 light vehicle drivers and 120 driving instructors per annum at the minimum.

- i) The Institute shall also conduct short term Refresher courses for Public and Private Sector Undertakings' drivers who are in service and a special training course for tank/truck drivers who carry hazardous/dangerous goods for about 400 drivers per annum to reduce accident rate and improve road safety.

The annual turn out may be increased in a phased manner depending upon the increase of infrastructural facilities.

- ii) To create more awareness in road safety, the training institute may conduct certain theory classes on road traffic rules and regulations and defensive driving techniques, at the rate of 1 hour per day per candidate (similar to First Aid classes conducted by St. John's Ambulance Association) for the candidates who appear for fresh driving licence and at the time of renewal of driving licence with the association of Transport Authorities.
 - iv) The training institute may also be utilized by the Transport Authorities to test the driving abilities of the candidates from public who appear for M.V.I's Test for driving licence.

**SCHEME FOR INDUCTION TRAINING COURSE IN
LIGHT MOTOR VEHICLE (LMV)DRIVING**

1) **MINIMUM STANDARDS REQUIRED FOR TRAINEES**

The minimum requirements for the trainees to undergo Light Motor Vehicle Driving Training are given as below

Education : Fluent in reading and writing in Regional Language

Physical Condition : Good vision and free from other Physical disabilities.

2) **COURSE DURATION:** 4 Weeks

3) **SYLLABUS :** The syllabus as prescribed in Rule 31 (2) of Central Motor Vehicle Rules, 1989 for Light Motor Vehicles (the lessons cover parts A, B, C, F, G & K) may be followed.

4) **COURSE CONTENTS**

Theory Topic	No. of Weeks	Theory Topic	No. of Weeks
Driving Theory	1	Basic Driving (in Driving Range)	1 Practice
Traffic Education	1	Skill Driving Practice	1 (in Driving Range)
Basic vehicle of Mechanism Theory & Practical	1	Driving Practice in Rural and Highway Roads	1
Public Relations & first Aid	1	Driving Practice in City Roads (in Dense and Lane Traffic)	1
Total	4	Total	4

3) **EVALUATION:**

At the end of the Training Course, the trainees are evaluated in Theory as well as in Driving Practice.

6) ELIGIBILITY TO WRITE EXAMINATIONS:

A minimum of 85% attendance is required.

7) EXTENSION OF TRAINING:

For shortage of attendance or failure in Driving Practice, the training period may be extended in terms of weeks i.e. 1 or 2 weeks.

8) FAILURE IN EXAMINATION:

If anybody fails in any theory paper or driving practice, the candidate has to re-appear.

9) TEST:

The Trainees who passed the Driving Performance Test called Internal Trade Test conducted by the Institute will only be sent to Motor Vehicle Inspector's Test for Light Motor Vehicle Driving Licence Endorsement.

10) CERTIFICATE:

After passing in all Theory papers and Motor Vehicle Inspector's Test, the Proficiency Test Certificate may be issued to the candidates.

ANNEXURE-II-D

SCHEME FOR TRAINING COURSE FOR TRAINERS

1) MINIMUM STANDARDS REQUIRED FOR TRAINEES:

The minimum requirements for the trainees to undergo the "Training Course for Trainers" course is given as below:

Education	:	a pass in X Std.
Driving Experience		5 years
Certificate		a certificate in motor mechanic course
Knowledge		Thorough knowledge in road traffic rules and regulations

2) COURSE DURATION: 4 Weeks

3) COURSE CONTENTS:

Theory		Practice	
Topic	No. of Weeks	Topic	No. of Weeks
Driving Theory	1	Skill Driving Practice	1 (in Driving Range)
Traffic Education	1	Skill Driving Practice	1 (in Driving Range)
Vehicle Mechanism	1	Driving Practice in City	1
Theory& Practical		Roads (in Dense and Lane Traffic)	
Instructional Techniques	1	Vision Test, Reaction	1
Human Relations, Public Relations, Aids Awareness		Test, Theory Test & Driving Skill Test	
First Aid			
Film Show			
Total	4	Total	4

EVALUATION: At the end of the Training Course, the trainees may be evaluated in theory portions and in driving skills.

CERTIFICATE: A certificate also may be awarded who successfully completes the Training Course.

ANNEXURE

DETAILS OF INFRASTRUCTURE REQUIREMENT

1. Land:

To establish a full fledged driving center with various infrastructure facilities such as class rooms, office room, workshop, driving laboratory, hostels, canteen and driving range, a minimum of 15 acres of land is required.

2. Buildings:

i) Class Rooms:

For handling theory classes, 3 class rooms of size each 6 m x 8 m are required in which 1 class room will be utilized for Heavy vehicle driver trainees, second one will be utilized for light vehicle driver trainees and another one will be utilized for conducting refresher and special training courses for the drivers who are in service including the drivers who carry hazardous/dangerous goods.

ii) Office and Staff Rooms:

Three more rooms of size each 6 m x 8 m are required for the use of office and staff.

iii) Driving Laboratory:

One hall of size 36 m x 8 m is required to display various systems and cut section models of vehicle and to display models about various driving procedures.

iv) Workshop:

One shed of size 20 m x 12 m with A.C. sheet roof is also required to carryout day to day repair works and maintenance of the training vehicles.

v) Canteen:

For the benefit of trainees, canteen facilities are also proposed to be provided in a separate building of size 36 m x 8 m including recreation with necessary furniture and fittings.

(vi) Hostels:

For the benefit of the trainees, hostel facilities also may be provided within the Training Institute campus including recreation facilities. To accommodate about 50 candidates at a time, a minimum one Hostel Block of size 46 m x 6 m with 8 rooms of size each 5 m x 4 m may be constructed.

3. Furniture and Fittings:

i) For trainees: For each trainee a chair-cum-writing pad may be provided in the class rooms. To handle classes at a time for 35 heavy vehicle driver trainees, 15 light vehicle driver trainees and about 50 drivers of refresher & special training courses, 100 nos. of chair-cum-writing desk along with fittings may be provided.

ii) For staff: For office and staff also necessary furniture and fittings may be provided.

4. Vehicles:

To start with, it is proposed to train about 280 heavy vehicle drivers, 360 light vehicle drivers and to conduct refresher courses for about 400 serving drivers per annum, a minimum of 7 heavy motor vehicles, 3 light motor vehicles are required.

5. Teaching and Training Equipments:

i) Working Models of various systems of an Automobile:

- Cooling System
- Transmission System - Fuel system
- Electrical system

ii) Cut Section Models: Working Models

- Petrol Engine (4 Cylinder) - Diesel Engine (4 Cylinder) - Diesel Engine (6 Cylinder)
- Rear Axle Assembly

iii) Failed Components:

- Clutch cover Assembly - Clutch Disc
- Gear Box Gears:
 - Top Gear Shaft
 - Main Shaft
 - Counter Gear

Non-Working Models

- Front axle with Pull & Push Rod and Tie rod Assembly
- Gear Box Assembly
- Steering Box Assembly
- Brake Chamber
- E-1 Brake Valve
- Air Filter
- Unloader Valve
- Axle Shaft
 - Crown wheel with pinion Starter Motor
 - Alternator

iv) Static Models in Driving Procedures:

With the help of the Vehicle Toys the following driving procedures may also be displayed

- MSM & PSL Safety Routines - IPDE Principle
- Stopping Distance
- Following Distance
- Curve Handling

- v) Traffic Sign Boards
 - vi) Over head Projector
 - vii) Slide Projector
 - viii) TV & VCR/VCD
 - ix) Multimedia Projector
 - x) Magnetic Board
 - xi) Transparency sheets
 - xii) 16 mm Slides
 - xiii) VHS
 - xiv) VCD5
6. Workshop Equipments:

To carry out day-to-day repairs and maintenance of vehicles, complete set of tools and other accessories such as air compressor, puncture kit with tyre lever, wheel brace, jack and tyre pressure gauge, trolley jack, grease gun, spanners (a set each of fix spanners, box spanners, pliers, screw drivers, screw spanners and hammer), battery charger, a fully equipped first aid box are required for workshop for use in emergency.

7. Testing equipments:

To check the physical abilities of the drivers including vision test, the following reaction testing equipments are also proposed to provide in the Driver Training Institute.

- Electric depth perception tester -
- Digital type discriminative Reaction Tester in

To check colour blindness, a book called "Test for Colour Blindness" produced by Dr. Shinobu Ishihara, Japan may also be used.

8. Office Equipments: Typewriter, Xerox Machine and Computers with accessories.

9. Library:

One Library may also be established for the benefit of the trainees covering books on traffic rules and regulations, driving procedures, vehicle maintenance and repairs.

10. Driver Training Simulator:

To impart Driver Training in a scientific manner and to evaluate trainees' driving performance at the end of the training course without bias and to test the skills of drivers based on one's reactions under various traffic and roadway conditions, driver training simulators may also be provided in the Training Institute.

11. Driving Range:

A Driving Range is also proposed to formulate by incorporating different types of manoeuvres to impart off-road driving practice so as to learn basic driving procedures and practice driving skills in various situations. The details of roads proposed to be provided with various manoeuvres in the driving range and its purpose is as explained below:

Road	Purpose
i) Two Lane Straight	: Used for freshers to impart Basic Driving Practice i.e. Road starting - moving - stopping - gear changing - steering control - passing - overtaking - curve handling - driving in crawling speed - low speed - average speed - high speed - following distance - stopping distance - stopping the vehicle in case of brake failure, etc. can be practiced.
ii) Parking	: Practice in 3 types of parking manoeuvres i.e. parking in parallel, angular and perpendicular to road. Simulating parking operations in bus stations and truck parks.
iii) Hump Road	: Parking, stopping and starting operations on sloped road i.e. to practice clutch balance point and biting point and also cautious driving due to reduced sight distance.
iv) Dip Road	: To educate the trainees to know the level of water stream in the causeway and the driving procedure to be adopted while driving in such water streams.
	<ul style="list-style-type: none"> • This is to train the drivers on difficult turning on restricted roads 5 Point Turn to take U-Turn. • To familiarize the trainees with difficult manoeuvres and without much of deceleration/acceleration. • To train the drivers on left and right steering, sharp turning and negotiating roundabouts. • To educate drivers on proper methods of reversing and side road turning. • Lane changing, Lane selection and Lane discipline, stopping before stop line, junction approach, etc. can be practiced.
v) 3 Point Turn &	
vi) S-Shaped Bend	
vii) 8-Shaped Bend	
viii) Cul-de-sac with Arrangement	
ix) 4 Lane and 6 Lane Road	
x) Speed Tract	: Controlling of vehicle in emergency situations such as Two Lane Road
	brake failure, tyre burst, etc.

12. Driving Range Aids:

The Driving Range Aids such as erection of road traffic signs and automatic light signals, road markings, traffic barriers, traffic bollards, lighting and other road furniture and appurtenance may also be provided in the driving range.

**Annexure III{as referred to under Section 4(1)(b)(V)}
Scheme for Pollution Testing Equipment and Control**

Prior to 2006-07 central assistance was provided to the States/UTs towards 75% of the cost of pollution testing equipments procured by States/UTs. Now the pollution testing equipments i.e. Smoke meters and Gas analysers are being procured centrally and distributed among the states/UTs, free of cost, as per the requirement received from them subject to availability of funds. The earlier scheme has been dispensed with. The details of equipments provided to States during the last three years and the name of the firms are given as under :

Details of Smoke Meters procured during the last three years

Year	No. of equipment	No. of beneficiary States	Name of Firm
2009-10	121	17	M/s. Manatec Electronics Pvt. Ltd., Puducherry
2010-11	139	12	M/s. Manatec Electronics Pvt. Ltd., Puducherry
2011-12	250	22	M/s. Manatec Electronics Pvt. Ltd., Puducherry

Details of Gas Analysers procured during the last three years

Year	No. of equipment	No. of beneficiary States	Name of Firm
2009-10	119	17	M/s. Manatec Electronics Pvt. Ltd., Puducherry
2010-11	139	12	M/s. Manatec Electronics Pvt. Ltd., Puducherry
2011-12	250	22	M/s. Indus Scientific Pvt. Ltd., Bangalore

SCHEME FOR INTRODUCTION OF IT RELATED FEATURES FOR "STRENGTHENING PUBLIC TRANSPORT SYSTEM"

Keeping in view of the overall situation of rising demand of public transport in the rural/mofussil areas and lack of any established public transport system operating in these area for connectivity with nearest towns/cities, a scheme was formulated by the Government of India during XI Plan to address the problems faced by the public transport institutions so as to ensure a better public transport mechanism.

Name of the Scheme

This scheme shall be called as 'Central assistance for strengthening Public Transport System in the Country'.

Scope/Objectives of the scheme

- a. To provide financial assistance for use of latest technologies such as GPS / GSM based vehicle tracking system, computerized reservation system, Automatic fare collection system, electronic ticket vending machines, inter-modal fare integration, passenger information system etc. for services covering inter-city and mofussil areas.
- b. To provide financial assistance for preparation of total mobility plan for the entire State.

Eligibility

The State Transport Undertakings/Public Private Partnership organizations/ State Government Bodies entrusted with providing of public transport facilities shall be eligible for assistance under the scheme subject to the condition that the State Government fulfill the following criteria/undertake to take the out lined reform measures:

- i. The States/UTs shall have to submit a Detailed Project Report (DPR) to apply for assistance under this scheme.
- ii. The State Government may identify profitable/non-profitable routes and bundle them together before inviting bids. While inviting bids the State Government may indicate the frequency, timing of service, maximum permissible age of the buses to be deployed on these route(s).
- iii. State Governments/UTs shall have to outline the quality of service required from the participating bidder. The quality of service shall include the components such as compliance to the standards and specifications notified under the Bus Body Code, adherence to proper timetable, number of break downs, proper discipline of bus crew, adherence to traffic rules, application of IT, etc.
- iv. State Governments/UTs shall decide the minimum fleet size of the operator (company/cooperative society/individual owner) to bid for a route. In no case the fleet size should be less than 10. Similarly, State Governments may fix other criteria such as minimum annual turnover / paid-up capital etc. to ensure better quality of service.
- v. State Governments/UTs shall set up regulatory body to oversee all the activities relating to passenger bus transport service.
- vi. State Governments/UTs shall have to take adequate measures to rationalize their taxation structure favouring development and growth of public transport system. Specifically the sale tax on bus body/chassis should not be more than five percent.

Mode/extent of assistance

- One-time assistance to the extent of **50%** of the project cost shall be admissible for IT related projects. However, some State-wise ceiling was also prescribed based on rural population of a particular state.

Procedure for seeking assistance

- The State Governments/UTs shall apply in a proforma as prescribed by the Central Government, to seek financial assistance under this scheme.
- In case the State Transport Undertaking/other eligible organization seeks assistance under this scheme, the same should be recommended and forwarded through the concerned State Government.
- Separate application is to be sent for each project such as, application for IT projects, mobility plan, etc.
- The State Governments/UTs shall have to sign the Memorandum of Understanding with the Central Government to adhere to its guidelines for seeking financial assistance.
- The application shall be supported by all necessary documents, such as copy of DPR, route survey report etc.

Procedure for project appraisal/sanction and disbursement:

- i. The proposals received from the States/UTs shall be considered on first come first serve basis.
- ii. The proposal received from the State Government will be initially scrutinized by Central Institute of Road Transport (CIRT), Pune and/or any other institute designated by Deptt of RT&H. On the basis of their recommendations the project will be considered by an Appraisal-cum-Sanction committee headed by Secretary (RT&H). Other members of the Committee shall be AS&FA, M/o S,RT&H, Joint Secretary(T), D/o RT&H. and representative from Planning Commission.
- iii. The funds will be released in the following manner:
 - The amount may be released in three installments, i.e., (i) 50% of the total sanction amount shall be provided in advance after the State Government signs a MOU to undertake the reform measures enunciated in the scheme; (ii) 30% of the sanctioned amount shall be released after receipt of the, utilization certificate of the earlier released amount and an interim progress report; and (iii) remaining 20% to be released after submission of completion report along with the utilization certificate for the sanctioned amount.

Date of implementation of the Scheme

The scheme was made effective from 15.3.2010.

Present status of the scheme and beneficiary States / SRTU/SRTC

As per the above scheme, one time central assistance to twenty two projects of seventeen states namely Karnataka, Haryana, Tamil Nadu, Himachal Pradesh, Gujarat, Punjab, Kerala, Rajasthan, Odisha, Uttarakhand, Andhra Pradesh, Arunachal Pradesh, Assam, Nagaland, Sikkim, Goa and J&K for bringing latest IT related features in their road transport services covering rural / mofussil areas were sanctioned for central assistance during the year 2010-11, 2011-12, 2012-13 and 2013-14. During 2013-14, project proposals of North Eastern Karnataka Road Transport Corporation, Kadamba Transport Corporation, Jammu & Kashmir State Road Transport Corporation have been approved for Central assistance and installments released for implementation of the projects by States/SRTUs/SRTCs in installments. List of beneficiary States/SRTUs/SRTCs annexed (Annexure-IV-A).

On completion of the ITS projects by the beneficiary States/SRTUs/SRTC's, it is expected that the road transport system in the country would be strengthened and facilitate for putting in place a better public transport mechanism which could be able to provide safe, reliable and comfortable passenger bus service across the country.

**List of Projects Sanctioned under the Scheme of Strengthening Public Transport System of
Ministry of Road Transport & Highways during the year 2010-11 to 2013-14**

(Rs. in crore)

So	Name of the State	Name of State Road Transport Corporation (SRTC)	Project cost	Central Assistance approved	Total Central Assistance released
	Year 2010-11				
1.	Gujarat	Gujarat State Road Transport Corporation (GSRTC).	5.0	2.500	2.0
2.	Haryana	Haryana Roadways	17.0	8.500	4.25
3.	Himachal Pradesh	Himachal Pradesh Road Transport Corporation (HRTC)	6.906	3.450	2.7625
4.	Punjab	Punjab State Bus Stand Management Company (PUNBUS)	4.962	1.315	1.2405
5.	Tamil Nadu	Pallavan Transport Consultancy Service (PTCS)	18.74	9.370	7.496
6.	Karnataka	Karnataka State Road Transport Corporation (KSRTC)	12.90	6.45	3.225
7.	Karnataka	North West Karnataka Road Transport Corporation (NWKRTC)	2.1275	1.070	0.851
8.	Rajasthan	Rajasthan State Road Transport Corporation (RSRTC)	3.025	1.510	1.2099
9.	Kerala	Kerala State Road Transport Corporation (Kerala SRTC)	4.0	2.000	1.60
		A. Total	74.6605	36.165	24.6349
	Year 2011-12				
10.	Uttar Pradesh	Uttar Pradesh State Road Transport Corporation (UPSRTC)	38.25	19.125	9.562
11.	Uttarakhand	Uttarakhand Transport Corporation (UTC)	7.62	3.810	3.048
12.	Andhra Pradesh	Andhra Pradesh State Road Transport Corporation (APSRTC)	21.325	10.660	8.528
13.	Odisha	Orissa Transport Corporation (OTC)	4.15	1.350	0.675
14.	Assam	Assam State Transport Corporation (ASTC)	2.55	1.275	0.6375
15.	Arunachal Pradesh	Arunachal Pradesh State Transport Services (APSTS)	1.66	0.830	0.415
16.		Central Institute of Road Transport (CIRT), Pune	0.34	0.340	0.340
		B. Total	75.895	37.390	23.2055
	Year 2012-13				
17.	Nagaland	Nagaland State Transport	2.54	1.27	0.6350
18.	Rajasthan	Rajasthan State Road Transport Corporation (RSRTC)	4.48	2.24	0.88
19.	Sikkim	Sikkim Nationalised Transport	6.52	3.26	1.13
		C. Total	13.54	6.77	2.645
	Year 2013-14				
	Karnataka	North Eastern Karnataka Road Transport Corporation (NEKRTC)	10.26	5.13	2.565
	Goa	Kadamba Transport Corporation(KTC)	2.99	1.50	0.5546
	Jammu & Kashmir	Jammu Kashmir State Road Transport Corporation(JKSRTC)	6.35	3.173	1.59
		D. Total	19.6	9.803	4.7096
		Grand Total (A+B+C+D)	183.6955	90.128	55.195

Annexure - V
Notification for National Road Safety Council

(TO BE PUBLISHED IN AN EXTRA-ORDINARY ISSUE OF THE GAZETTE OF INDIA – PART I SECTION 1)

GOVERNMENT OF INDIA

MINISTRY OF ROAD TRANSPORT & HIGHWAYS

(ROAD SAFETY)

RESOLUTION

New Delhi the 13th February, 2013.

No.RT-25014/4/2012-RS. In exercise of the powers conferred under Section 215 of the Motor Vehicles Act, 1988 and in supersession of Resolution No.RT-23018/3/88-T dated 16th May, 1991 as modified from time to time, the Chairman, National Road Safety Council is pleased to re-constitute the Council as under

S.No.	Particulars	No.	Brief Remarks
1.	2	3	4
A.	<u>Official Members:</u>		
1)	Minister for the Ministry of Road Transport & Highways	-1-	Chairman
2)	Minister of State (SS) for the Ministry of Road Transport & Highways	-1-	Vice-Chairman
3)	Minister of State (T) for the Ministry of Road Transport & Highways	-1-	Vice-Chairman
4)	Ministers in-charge of Road Transport. of all States/UTs	-35-	Members
5)	DGs/IGs of all States/UTs.	-35-	Members
6)	Representatives from Central Ministries/ Departments	-8-	Members
	i) M/o Home Affairs,		
	ii)		M/o Human Resource Development,
	iii)		M/o Railways,
	iv)		M/o Petroleum & Natural Gas,
	v)		Department of Heavy Industry,
	vi)		M/o Environment and Forests
	vii)		M/o Health & Family Welfare
	viii)		Planning Commission

- | | | | |
|-----|--|-----|------------------|
| 7) | Secretary, M/o Road Transport & Highways | -1- | Member |
| 8) | Chairman, National Highways Authority of India | -1- | Member |
| 9) | Director General (Road Development) &
Spl. Secretary, M/o Road Transport & Highways | -1- | Member |
| 10) | Joint Secretary (Transport), M/o Road Transport-1-
& Highways | | Member Secretary |

B NON-OFFICIAL Co-opted Members

- | | | | |
|-----|--|-----|---------|
| 11) | Road Safety Award Winners | -2- | Members |
| | (a) NGO Category | | |
| | i) Ekjut, Jaipur, Rajasthan (Winner) | | |
| | (b) Individual Category | | |
| | i) Ms Ushmita A. Shah, Gujarat (Winner) | | |
| 12) | Individuals nominated by Minister for Road
Transport & Highways | -7- | Members |

Transport & Highways

- | | | | |
|-----|--|-----|---------|
| | i) Shri Pradeep S. Mehta, D-217, Bhaskar
Marg, Bani Park, Jaipur – 302 016 | | |
| | ii) Shri Babu Chaudhary, 14, Parishram, Naniji
Ka Bagh, Near Vandana Talkies, Nathdwara,
District Rajsamand, Rajasthan. | | |
| | iii) Shri Puran Chand Tamta, 30B, DDA Flats,
Gulabi Bagh, Delhi – 110 007. | | |
| | iv) Shri Satyanarayan Atmaram Agrawal,
"AGRAWAL'S" P.O. Box 49, Gokul Park,
356/12-B, Tagore Road,
Gandhidham -370 201. Gujarat | | |
| | v) Dr. Naresh Kumar, Pradhan Palace, Village
& P. O. Hiranakunda, Delhi – 110 041 | | |
| | vi) Shri Ashok Makkar, 2526, Basti Jodhewal,
Ludhiana | | |
| | vii) Shri N. Jaya Prakash, House No. 2/150, A,
Mettur (PO), Viragalur (Via) Lalgudi (TK),
Tirchi (Dt), Tamil Nadu – 621 722. | | |
| 13) | Government Institutions related to Road
Construction, Road Safety and Insurance | -8- | Members |
| | i) Director, Central Road Research Institute, New Delhi | | |

- ii) Director, Central Institute of Road Transport, Pune
- iii) Chairman, Life Insurance Corporation, Mumbai
- Director, Automotive Research Association of India, Pune
- v) Chief Commissioner, Railway Safety, New Delhi
- vi) Chairman, Insurance Regulatory and Development Authority of India, Hyderabad
- vii) Director, Vehicle Research Development Establishment, Ahmednagar
- viii) Director, I.I.P. Dehradun, Uttarakhand

14) Association related with Road safety

-6-

Members

- i) President/Secretary, Society of India Automobile Manufacturers, New Delhi.
- ii) President/Secretary, Automobile Association of India, New Delhi
- iii) Executive Director, Association of State Road Transport Undertakings, New Delhi
- iv) President, Automotive Component Manufacturers Association, New Delhi
- v) President, All India Motor Transport Congress, New Delhi
- vi) President, All India Confederation of Goods Vehicle Owners Association, New Delhi

2. Terms of References and functions of the Committee shall be:

- i) To advise on all matters pertaining to planning and coordination of policies, standards of safety in the road transport sector,
- ii) To formulate and recommend road safety programmes for implementation by State Road Safety Organizations as also other State agencies in-charge of road transportation;
- iii) To suggest areas for research and development to improve safety aspects in the road transport sector including maintenance of statistics of road accidents and their analysis;
- iv) To generally oversee and monitor at Central level, the road safety measures undertaken by States/UT agencies.

3. The Council shall decide the procedure and methodology to be adopted for its functioning.

4. The Council will hold its meeting at least once a year. TA/DA shall be paid to the Non-Official Co-opted Members at Serial No. (11) & (12) for the journey undertaken by air by economy class in Indian Airlines or actual whichever is less.

5. The tenure of the above co-opted institutional/ individual members will be for a period of two years from the date of issue of this Resolution.

6. An Executive Committee will also be constituted under the chairmanship of Secretary (RT&H) and members from different organizations dealing with Road Safety issues viz Ministries/ Departments, Transport/Police Department of all States and other agencies to ensure effective implementation of the recommendations of NRSC. Director (RS) will act as a member secretary of the Committee. The Executive Committee may also be authorized to form sub-committee, if required and co-opt additional members, wherever necessary. The chairman of the committee may co-opt any other subject expert as a member of the committee.

(SANJAY BANDOPADHYAYA)
JOINT SECRETARY TO THE GOVT. OF INDIA
{NO RT-25014/4/2012-RS}

ORDER

Ordered that copy of this Resolution be communicated to the Cabinet Secretariat, Ministries / Department of Home Affairs, Human Resource Development,

Railways, Petroleum & Natural Gas, Department of Heavy Industry, Environment and Forests, Health and Family Welfare, Planning Commission of the Government of India, State Government/UT Administration (Transport Departments) and the Chairman, Vice Chairman and the Members of the Council.

Ordered also that the Resolution be published in the Gazette of India for general information.

(SANJAY BANDOPADHYAYA)
JOINT SECRETARY TO THE GOVT. OF INDIA
{NO RT-25014/4/2012-RS}

CONSTITUTION OF TRANSPORT DEVELOPMENT COUNCIL (TDC)

In order to develop inland transport in a proper manner it is necessary;

- (i) To keep in touch with the problems of the State Governments with a view to solving them;
- (ii) To evolve uniform policies in consultation with the States;
- (iii) To associate public opinion in the formulation of Government policies;
- (iv) To coordinate the expansion of different modes of transport, so that there is no wasteful competition or over-lapping of transport capacity in any sector.

Formerly these functions were discharged by the Transport Advisory Council, the Central Board of Transport and its Standing Committee. It was, however, observed that there was certain amount of over-lapping between the functions of these bodies. At the instance of the Estimates Committee of the Parliament, it was decided in 1958 to replace these consultative bodies by the following:-

- (a) Road and Inland Water Transport Advisory Committee.
 - (b) Transport Development Council.
 - (c) Central Transport Coordination Committee.
- (a) and (b) provide consultation at inter-State level whereas (c) is meant for coordination at departmental level at the Centre.

The **Transport Development Council (TDC)**, is the highest body to advise the Government of India on all matters relating to roads, road transport as well as inland water transport. The membership of this Council is restricted to Transport Ministers of the States and Lt. Governors/Chief Commissioners of the Union Territories. From the Centre, the Ministers of Transport, Commerce and Industry and Railways, Minister of State in the Ministry of Transport, Deputy Minister of Transport and Member Incharge of Transport in the Planning Commission are its members.

The Union Minister of Transport is the Chairman of the Council and the Transport Secretary to the Govt. of India will act as its Secretary.

The Transport Development Council will meet at least once a year at a place and on a date to be appointed by the Chairman, Additional meetings may be convened by the Chairman at any time or place. At least two months notice of every annual meeting of the Council will be given. In respect of additional meetings as long as they shall contain such matters as the Chairman may direct. A State Government wishing to have any matter discussed at an ordinary meeting may intimate the fact to the Secretary not later than fifteen days after the date of the meeting has been intimated. Such a suggestion should be accompanied by a brief memorandum on the subject. A recommendation of the Council shall ordinarily be binding on the Government of India and the State Governments. However, in accepting any recommendation. It will be open to the representatives of the Central or State Governments to signify at the meeting that their acceptance is subject to a reservation which should be clearly explained. The decision of the Council shall be by votes, each member having one vote. In the event of the votes being equally divided, the Chairman will have an additional or casting vote. The minutes or proceedings of each meeting shall be prepared as soon as may be and shall be authenticated by the chairman. Copies shall be furnished to all members and State Governments/Administrations. The minutes or

proceedings should be treated as confidential documents but the Chairman may cause to be issued such press communiqués in regard thereto as he may think fit.

In addition to the meeting of the Transport Development Council, the Conference of State Transport Commissioners/Controllers will be held once a year as usual, about two months before the meet action taken on the previous decisions of the Transport Development Council so far as they relate to road transport and discuss matters to be brought up before the next meeting of the Council as well as the Advisory Committee.

Apart from the above, Ministry has appointed the Central Motor Vehicles Rules - Technical Standing Committee (CMVR-TSC) headed by Shri B. Bhanot, former Director, ARAI and comprising representatives of concerned Central Government Ministries, testing agencies, some State Governments, automobile industry, etc. to advise and recommend to the Department regarding amendments to Motor Vehicles Rules. CMVR-TSC has authority to consult any relevant stake holder at the time of framing their recommendations. Thereafter, the rules made on the basis of such recommendations go through normal process of public consultation such as pre-publication and examination of comments and suggestions of the public.

New National Permit System for goods carriages and procedure to be followed for obtaining National Permit through National Permit Web Portal

In order to facilitate seamless movement of inter-state goods carriages, a new national permit system has been implemented in all States / Union Territories with effect from 08.05.2010. As per the new arrangement, national permit can be granted by the home State on payment of Rs. 1,000/- as home State authorization fee and Rs. 16500/- per annum per truck towards consolidated fee authorizing the permit holder to operate throughout the country.

The new national permit system has also been implemented electronically through a web portal developed by National Informatics Centre (NIC) with effect from 15.09.2010. The consolidated fee collected by the Central Government through State Bank of India is distributed among the States / Union Territories on a prorata basis as per the agreed formula.

The new National Permit System is being implemented successfully by all the participating States/UTs and welcomed by the transporters and States as a significant step towards improvement in road transport system in the country.

Procedure to be followed by transporter for obtaining National Permit for goods carriages through National Permit Web Portal

1. Action to be taken by the Transporter

1.1 A transporter seeking National Permit will submit separate applications for each vehicle for Each vehicle for grant/renewal of National permit in the prescribed form specified under **Central Motor Vehicle Rules, as amended time to time**, to the concerned Transport Authority in his home State . **Permit issuing authority/RTO shall verify the following factors:-**

- a) **Fitness Validity of the vehicle,**
- b) **Pending Enforcement details, if any,**
- c) **Insurance validity,**
- d) **All type of Road Tax Payment validity; and**
- e) **Owner Details.**

If the status is 'OK', then the user will be allowed to pay Rs.1,000/- as Home State authorization fee, through the existing application running at permit issuing authority.

1.2.1 Permit issuing authority/RTO will then access the National Permit Web Portal (<https://vahan.nic.in/npermit>) and upload the request along with the necessary data (as mentioned in Para 2.1 above) online.

1.2.2 After up-loading of above detail in the National Permit Web Portal (<https://vahan.nic.in/npermit>) by the permit issuing authority / RTO, the transporter will have the options for making payment on account of National Permit fee of Rs. 16500/- either through cash or online payment System or any other mode permissible under "the payment and Settlement Systems Act, 2007" as amended from time to time for issue/renewal of National permit.

1.2.3 In case of payment through cash, three copies of auto-filled challan (containing all the critical parameters relating to National Permit mentioned at Para

2.1 above) will be **Printed/generated** by the permit issuing authority/RTO with unique transaction ID. The transporter shall get the printout of filled challan and deposit the National Permit Fee of Rs.16,500/- by cash in any of the **designated** SBI bank branch or any other public sector bank authorized for this purpose along with the printed challan '**in triplicate**' and get these receipt challan stamped *from the bank*. The actual electronic confirmation of the receipt by cash will be uploaded by the designated branch of SBI or any other Public Sector Bank authorized for this purpose and the same will be remitted to Govt. Accounts on T+1 day basis. After up-loading of receipt status by the bank within the stipulated period, the transporter will approach the concerned Transport Authority/Permit issuing Authority/RTO for issue of National Permit along with a copy of the challan (duly stamped by the bank) through which the Consolidated Fee (Rs.16500/-) was paid.

1.2.4 **In case the payments is to be made through online**, the transporter is require to visit the website <https://vahan.nic.in> and select the option national permit displaced under portal. After that the transporter has to select the online payment option and by entering the vehicle number and last digits of chassis number the transporter can view all the details uploaded by the Permit issuing Authority/RTO along with the option available for making online payment. By selecting the proper mode and the bank displayed under portal, the transporter can proceed for online payment. After success full transaction an e-receipt will be generated automatically from the portal with derails viz. Transaction Id, Transaction Date, Bank Reference Number. It also displays the status of the transaction whether is successful or failed. In case of the online payment the system will directly update and the receipt status on real time basis against consolidated fee fro National Permit. The transporter can take the printout of the e-receipt and approach the RTO for issue of National Permit.

2 Action to be taken by collecting (Accredited) Branch

2.1 In case of payment made through internet banking, the System will automatically update and confirm the status and will generate online e-Receipt. However, in case of cash payments by the transporter, the Consolidated Fee will be collected in cash at any of the **designated** branch of State Bank of India or any other public sector bank authorized for this purpose across the country. On receipt of the consolidated fee as cash, the collecting branch shall directly credit these receipt into the relevant account operated by the Focal Point Branch of the SBI or any other Public Sector Bank Authorized for this purpose, through these system for the purpose of accounting/reporting in respect of the consolidated receipts of the National Permit.

2.2 The collecting bank will accept the cash from the transporter and will stamp all the three auto-filled copies of challan indicating receipt of money and return two copies to the transporter.

3 Action to be taken by the Focal Point Branch

3.1 Since, the consolidated fee in cash can be deposited at any branch *of the designated branch* of the SBI or any other Public Sector Bank to be authorized for this purpose across the country and the designated branch will remit the same to the Focal Point Branch through Core Banking System.

3.2 The Focal Point Branch of the accredited Bank will daily upload the payment status on the National Permit Web Portal. The receipt status in **respect of cash transaction would** be uploaded on the National Permit Portal on T+1 basis by 1400 hrs *on* next working day. **In case the payment made online the system will directly update and confirm the receipt status on real time basis against consolidated fee for National Permit.**

- 3.3 The Focal point branch would provide **extract containing National Permit Unique Identification Number, date, amount, branch code, mode of payment, registered number of the vehicle, name of owner** and upload the same on national permit portal on T+1 basis i.e., **by 1400 hrs. On next working day.**

In addition, the Focal Point Branch will provide a copy of the **Receipt** scroll containing **Transaction Date, Collecting Branch Code, Name of the Vehicle owner, Vehicle Registration, National Permit Unique ID, Bank Reference No., amount and mode of payment** and forward it to the PAO (Sectt), Ministry of Road Transport & Highways after being duly checked and Authenticated by the Bank Authorities.. The challan submitted by the transporters to the collecting branch need not accompany the scroll to the designated PAO.

- 3.4 The Focal Point Branch shall follow the normal procedure of reporting the government transactions as prescribed in the "Procedure for reporting and accounting of transactions of Departmentalized Ministries" by RBI in consultation with CGA, as amended from time to time as applicable to the Banks dealing with the government business.

- 3.5 The FPB shall remit the e-collections/cash of the Consolidated fee to RBI, CAS, Nagpur within the permissible time limit as prescribed by O/o the CGA i.e. **within T+1 working days (excluding put through date).**

4 Action to be taken by the designated Road Transport Office

- 4.1 On receipt of application from the transporter for issue of National Permit, the **permit issuing Authority/RTO** will verify the factors viz. a) Fitness Validity b) Enforcement Details c) Insurance Status, d) Tax status and e) Owner details etc. After the status is found in order, the transporter will be allowed to deposit Rs.1000/- as Home State Authorization Fee.

- 4.2 On exercising all the prescribed checks and verifying the application of the transporter, **the Permit issuing Authority/RTO** will upload the details **as mentioned in the Para 2.1**, in the National Permit Portal. After the uploading the above details, **the Permit issuing Authority/RTO**, will furnish three sets of pry-printed challan to the transporter in case the payment is to be made through cash. If the transporter desires to make the payment online, the triplicate copy of the challan is not require and the transporter cas access the National Permit Portal for making online payment as mentioned at Para No. 2.2.4.

- 4.3 **The Permit issuing Authority/RTO** after confirming the receipt status of National Permit Fee of Rs.16500/- through Unique Transaction ID on the National Permit Portal will consider grant or renewal of National Permit. If the same is considered for being renewed granted, the Permit issuing Authority/RTO will issue the Document to the transporter on Security Printing Paper with the authenticated hologram of the issuing State/UT. For the purpose of the computing the validity of the national permit, the date of authorization shall be the reference date.

- 4.4 The concerned Transport authority will compile the details relating to the number of permits issued or renewed on a monthly basis and send the same to the State Transport Commissioner/Principal Secretary (Transport) by 2nd of the succeeding month. The State Transport Commissioner/Principal Secretary (Transport) after

compiling the RTO-wise information, send the same through e-mail and post to the Ministry by 5th of every month.

Challan for payment of consolidated fee for National Permit

(By Cash Only)		(to be submitted in Triplicate)
State Bank of India		USE CBS SCREE NO:-
(CASH CAN BE TENDRED AT ANY SBI BRANCH)		FEE COLLECTION TYPE 34
Transaction Id/Reference No		IN CBS Registration Id/Regd No.
		IN CBS Date of Birth-Leave Blank
Name of the vehicle owner		
Address		
Registration number of the vehicle		
Name of the Road Transport Authority who is to issue National Permit		
Head of Account		8449-Other Deposits 121-National Permit Account 01-National Permit for Goods transport vehicles
Accounts Officer by whom adjustable		Pay & Accounts Office (Secretariat) Ministry of Road Transport and Highways New Delhi
Mode of payment		Cash only
Amount		Rs.16500 /- (Sixteen Thousand Five Hundred only)
SBI branch who will report the consolidated amount of receipts (FPB)		State Bank of India, Parliament Street, New Delhi
		Note : The user should deposit the cash after 2 hrs of the challan generation.
Details of Notes		Date Signature of the depositor

For use in the Bank

Received payment of Rs.16500/- ((Sixteen Thousand Five Hundred only) on

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BANK JOURNAL No.:
(only numeric)

Name of the Branch
Signature of the authorized Signatory
of the receiving branch with stamp

OTHER IMPORTANT SCHEMES/ PROGRAMMES OF RT WING

Identification of e-Governance Projects VAHAN AND SARTHI as ICT initiatives

In order to introduce Information Technology as a part of e-Governance Programme in the Road Transport Sector and to ensure uniformity and inter-operability through the country, the Government sanctioned a project for creation of National Register and State Registers of Driving Licences and Registration Certificates of Motor Vehicles. The Ministry entrusted National Informatics Centre the task to standardize and deploy the software viz. VAHAN for Vehicle Registration and SARATHI for Driving Licenses and compilation of data with respect to Vehicle Registration and Driving Licenses of all the States in State Registers and National Register. Like National Register, State Registers have been created to act as centralized database at State level for all the RTOs of the particular state. VAHAN and SARATHI are conceptualized to capture the functionalities as mandated by Motor Vehicles Act, 1988 as well as State motor vehicles rules with customization in the core product to suit the requirements of all the States and UTs. VAHAN and SARATHI have been successfully customized and implemented in 33 States/UTs.

Hon'ble Minister, Road Transport & Highways launched The National Register of Registration Certificate (RCs) and Driving Licences(DLs) in July, 2011. Simultaneously, the National Transport Portal was also released and the smart card for Driving License and Registration Certificate designed by National Institute of Design were inaugurated. Data from the state registers will flow to the National Register.

Enforcement agencies and transport departments have been provided the facility of obtaining details of RCs/DLs from the national register by sending an SMS to NIC from their registered official mobile phones.

Out of 1006 RTOs, 1001 RTOs have been computerized. Customization of standard software as per requirements of the State is complete for all 35 States/UTs and the software is running at least at pilot site in each State/UT. 100% connectivity has been achieved in 32 States/UTs and 994 RTOs are connected. Vehicles on the Vahan register crossed the 100 million mark on the 5th November, 2012. State Transport Departments officials as well as enforcement authorities have been provided access to the data on the National Register to facilitate instant verification of all DLs/RCs which have been digitized by sending SMS from their registered mobile number. Data of RCs and DLs digitized as on Feb., 2014 is 13,11,10,646 and 5,08,64,084 respectively.

The 'Vahan' vehicle registration and permit system was awarded the "Platinum Icon Web Ratna Award" for the best citizen centric service.

Cashless Treatment of Road Accident Victims:

Ministry of Road Transport & Highways launched a Pilot project on 29.07.2013 at Haryana - Rajasthan border for cashless treatment of road accident victims on Gurgaon-Jaipur stretch of NH-8. The objective of the project is to save lives of accident victims by providing prompt and appropriate medical care during 'Golden Hour', and thereby reduce fatalities in road accidents. A Toll free No. 1033 has been started for reporting of accidents. A 24x7 Call Centre has been set up to receive reports of accidents, deploy nearest ambulance and alert local police authorities, hospital and Road Safety Volunteers. Six Advance Life Support (ALS) and five Basic Live Support (BLS) Ambulances fitted with GPS device have been deployed to transport accident victims to the nearest hospital. Local youth nominated by Nehru Yuva Kendra Sangathan (NYKS) have been enrolled as Road Safety Volunteers to provide First Aid to accident victims, assist in their shifting to hospital and monitor their treatment. The

Road Safety Volunteers were trained in first aid by All India Institute of Medical Sciences (AIIMS).

Ministry of Heavy Industry and Public Enterprises has also sanctioned a project for crash investigation of serious accidents on the stretch through NATRIP and IIT, Delhi.

45 private hospitals have been empanelled to provide treatment at CGHS /AIIMS rates. In addition, there are seven Government hospitals located on the stretch. Cashless treatment for first 48 hours within overall ceiling of Rs.30000/- is provided if the accident victim is admitted in a private empanelled hospital. Upto January, 2014, 1349 victims had been attended under the project. Data from the Pilot Project would be used for formulating a pan-India scheme for cashless treatment of road accident victims.

Rationalization of Motor Vehicles Taxes across the country

Taxation levels of passenger and motor vehicle taxes followed by various States is not uniform. Both the basis of taxation and the rates vary widely from State to State from 2 to 18 per cent and in the case of certain imported cars, the tax rate is as high as 24 per cent. Similarly, there is non-uniformity in motor vehicle tax structure in respect of SRTU buses resulting in varying incidence of tax on passenger vehicles.

The issue has been raised by the transporters and other stake holders to Government of India and States at various fora. Considering into the seriousness of the problem, the issue was included in the agenda of the 34th Transport Development Council (TDC), an apex body in the country to advise the Government on issues concerning road transport sector, for discussion and involving greater consensus among States. The issue was discussed in detail by TDC in its 34th meeting held on 13.02.2012 for rationalization of Motor Vehicles Taxes to move towards a uniform motor vehicle tax regime across all States. As the taxation issue falls within the domain of States/Union Territories, an Empowered Group of State Transport Ministers under Transport Minister, Government of Gujarat was set up to evolve consensus amongst them and to consider legal and financial implications of levying uniform motor vehicle taxes.

The taxation issue was again discussed 35th TDC meeting held on 23.10.2013 under the Chairmanship of Union Minister (RT&H) at New Delhi. The TDC passed a resolution to rationalise the motor vehicle taxes by State Governments on two –wheelers, cars / LMVs and Taxi/ maxi operating within the State by 31.03.2014 and on taxi / maxi operating on inter-state route by 30.09.2014. For National Permit System for tourist buses and goods vehicle (below 7.5 ton GVW(gross vehicle weight), it was decided to set up a committee comprising of representative of States to submit report to the Government, for further consideration.

Setting up of Inspection & Certification (I&C) Centres:

In order to have an effective system for inspection and certification of motor vehicles from safety and emission angles, the introduced a scheme for setting up of ten model Inspection & Certification (I&C) Centres in the country for rigorous inspection of motor vehicles and to remove the defects before they are allowed to ply on road. A model of automated I&C Centre was designed and a scheme for setting up of one such Centre in 10 States one each in the States of Andhra Pradesh, Karnataka, Gujarat, Maharashtra, Rajasthan, Himachal Pradesh, Madhya Pradesh, U.P. and Delhi on a pilot basis. Nine model I & C Centres have already been sanctioned and some of these are already at various stages of implementation.

Institutes of Driving & Research (IDTR)

The scheme for setting up Institutes of Driving & Research (IDTR) is being implemented with the concurrence of the Planning Commission. Sanction for setting up of eight institutes, one each in Himachal Pradesh, Madhya Pradesh, Rajasthan, Maharashtra, Gujarat, Haryana, Bihar and Tripura has already been accorded during the Eleventh Five Year Plan.

Initiative taken in road safety sector

The following activities were undertaken during the last ten years for road safety awareness:-

- (a) Observance of Road Safety Week throughout the country involving State Governments, voluntary organizations, vehicle manufacturers, SRTC, etc.
- (b) Media campaign through the entire Doordarshan network including the Regional Centres and Regional channels, All India Radio, Vividh Bharati and all Regional stations, Private TV Channels, Private FM radio stations throughout the country and in leading newspapers throughout the country with special emphasis on the Road Safety.
- (c) Printing and distribution of Road Safety material viz. annual Calendars with Road Safety messages; children's activity books; Book on Road Signages & Sign; posters in hindi, English and Regional languages across the country in order to raise awareness on road safety.
- (d) Organisation of Conference/seminar/ workshop etc. on Road Safety with the States/UTs and other stakeholder to prepare action plan on road safety for their States. They were also requested to create an oversight mechanism such as a Road Safety Board or a Road Safety Council,
- (e) Organising meetings of National Road Safety Council, to periodically review the action being taken and share the best practices in the field of road safety.
- (f) Inclusion of a chapter on road safety in the text books of Central Board of Secondary Education (CBSE) syllabus in Class VI to Class XII. State Governments have also been advised to include Road Safety education in the curriculum of the schools administered by the State Education Board.
- (g) Identification of top 25 black spots in 13 States which account for 90% of road accidents in India. The short term remedial measures have been completed for most of the black spots identified. The effect of instituting the short term remedial measures would be monitored in association with the local administration of the area.
- (h) Finalisation of National Ambulance Code based on the recommendations of the Working Group on Emergency care,
- (i) setting up of toll free national helpline.
- (j) Creation of National Road Safety and Traffic Management Board

Section 4(1) (b)(ix): Directory of its Officers and Employees

The same is at **Annexure X**.

Directory of Officers of Road Transport Wing

Name of Officer & Designation	Room No.	Intercom /EPBX No.	Tele No./Fax No.	E-mail ID
Sh. Sanjay Bandopadhyaya Joint Secretary (T)	516	6318	23351061 /23753804 (F)	sanjay.bando@nic.in
Shri.U.D.Bhargava (MVL)	133	6203	23710195 (TF)	ud.bhargava@nic.in
Shri Rajeev Lochan, Director (Road Safety)	136	6204	23351967(TF)	rajeev.lochan@nic.in
Sh.Nandan Singh, Deputy Secretary (Transport)	139	6716	23736455(TF)	nandan.singh@nic.in
Mrs Dharkat Luikang, Under Secretary(MVL)	526	6526	23357125	dharkat@nic.in
Sh. Shivkant Kumar Under Secretary((RS)	526	6526	23357125	shivkant.kr@nic.in
Shri D.S. Pathania, Under Secretary((T)	430	6430	23717379(TF)	ds.pathania@nic
Shri Govind Mishra, Section Officer (MVL)	524	6524	23715211(TF)	govind.mishra@nic.in
Sh.Vikram Singh, Section Officer (RSC)	231-A	6261	23321738	rscmorth@gmail.com
Sh.Sanjay K Tiwari, Section Officer (T)	522	6522	23715211(TF)	sot-rth@nic.in

Section 4(1)(b)(xi): Budget Allocation and expenditure statement:

Detailed scheme-wise budget allocation and expenditure for the year 2011-12 , 2012-13, and budget allocation for 2013-14 in each scheme is annexed (Annexure X).

Annexure - X as referred to under Section 4(1)(b)(xi)

Statement of Expenditure in respect of Plan Heads

Statement on Budget Allocation and Expenditure in Road Transport Wing

(Rs. In crore)

Name of scheme	2011-12		2012-13		2013-14	
	BE	Actual Exp.	BE	Actual Exp.	BE	Exp. incurred as on 31.01.14
Human Resource Development including Refresher training to drivers in unorganized sector	120.00	10.90	100.15	20.04	15.00	11.60
Publicity measures and awareness campaigns	45.00	44.26	75.00	49.21	35.00	14.82
National Highway Accident Relief Service Scheme	50.00	21.01	30.00	29.25	16.00	11.11
Road Safety Equipment & Programme Implementation and Pollution testing equipment	10.00	1.72	10.00	4.42	15.00	1.20
National Database & Computer System, Data collection, research & development & transportation studies including Engineering Solution	50.00	6.00	20.00	13.63	48.00	4.44
Setting up of Inspection and Maintenance Centre	84.00	12.43	90.00	10.00	35.00	13.05
Transport Hub					15.00	0.0
Strengthening public transport system including introduction of IT like Automatic Fare Collection based on GPS	40.00	19.86	30.00	8.25	20.00	9.87
Creation of National Road Safety Board	1.00	0	4.85	0	1.00	0.0
Grand Total	400.00	116.18	400.00	139.16	200.00	66.09

Section 4(1) (b)(xii): Subsidy Programmes:

No subsidy scheme is administered by RT Wing.

Section 4(1) (b)(xiii): Particulars of concessions/permits/authorisation:

This Wing does not grant any concession, permit or authority.

Section 4(1) (b)(xiv) : Details in respect of the information, available to or held by it, reduced in an electronic form:

The following information/documents are available in electronic form:

The Motor Vehicles Act, 1988

- The Central Motor Vehicles Rules, 1989
- Various schemes like 'National Highways Accident Relief Service', 'Grants-in-aid for administering Road Safety Programme', 'Refresher training programme for HMV drivers in un-organised sectors', 'Setting up of Model Driver Training Institutes', 'Scheme for providing central assistance to the State Governments for purchase of Pollution Testing Equipments' etc.

Section 4(1) (b)(xv): Particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use:

A Facilitation Counter is available for providing such information at the Ground Floor of Transport Bhavan (near reception).

Section 4(1) (b)(xvi): Name and Designation and Other Particulars of Public Information Officer Road Transport Wing :

Name & Designation of Public Information Officer	Room No.	Intercom /EPBX No.	Tele No./Fax No.	E-mail ID
Shri.U.D.Bhargava (MVL)	133	6203	23710195 (TF)	ud.bhargava@nic.in
Shri Rajeev Lochan, Director (Road Safety)	136	6204	23351967 (TF)	rajeev.lochan@nic.in
Sh.Nandan Singh, Deputy Secretary (Transport)	139	6716	23736455(TF)	nandan.singh@nic.in

Section 4(1) (c): Publication of relevant facts while formulating policies affecting public:

Due process of consultation is followed while formulating important policies and decisions affecting public.

Section 4(1) (d): Administrative and Quasi-Judicial Decisions, if, any:

Road Transport Wing does not deal with any administrative or quasi-judicial matters which has direct bearing on individuals/persons.
