

**പതിനാലാം കേരള നിയമസഭ**  
**ഒൻപതാം സമ്മേളനം**  
**2018 ജനുവരി 24, ബുധൻ**  
**നക്ഷത്ര ചിഹ്നമിടാത്ത ചോദ്യം നം. 454**

**വാഹന ധൂർത്ത് തടയാൻ നടപടി**

ചോദ്യം	മറുപടി
<p><b>ഡോ. എൻ. ജയരാജ്</b>  <b>ശ്രീ. റോഷി അഗസ്റ്റിൻ</b>  <b>ശ്രീ. മോൻസ് ജോസഫ്</b></p>	<p><b>ശ്രീ. തോമസ് ഐസക്,</b>  <b>ബഹു. ധനകാര്യവും, കയറും വകുപ്പ് മന്ത്രി</b></p>
<p>(എ) വിവിധ വകുപ്പുകളും തദ്ദേശ സ്ഥാപനങ്ങളും 10 ലക്ഷത്തിലധികം വിലയുള്ള വാഹനങ്ങൾ അനിയന്ത്രിതമായി വാങ്ങുന്നത് തടയാൻ നടപടി സ്വീകരിക്കുമോ;</p>	<p>പൊതുഭരണ വകുപ്പിന്റെ 14/03/2013 ലെ G.O. (Ms) No. 72/13/GAD ഉത്തരവ് പ്രകാരം 10 ലക്ഷം രൂപയിൽ കൂടുതൽ വിലയുള്ള വാഹനങ്ങൾ വാങ്ങുന്നതിന് നിയന്ത്രണം ഏർപ്പെടുത്തിയിട്ടുണ്ട്. ഈ വിഷയം സംബന്ധിച്ച ഫയൽ ധനകാര്യ വകുപ്പിൽ പരിശോധിച്ചുവരികയാണ്.</p>
<p>(ബി) വാഹനങ്ങൾ അനാവശ്യമായി ഉപയോഗിച്ച് ധൂർത്ത് നടത്തുന്നത് സംസ്ഥാനത്തിന്റെ സാമ്പത്തിക പ്രശ്നത്തിന് ആക്കം കൂട്ടുമെന്ന് കരുതുന്നുണ്ടോ; എങ്കിൽ നിയന്ത്രണം ഏർപ്പെടുത്താൻ ഉദ്ദേശിക്കുന്നുണ്ടോ; വ്യക്തമാക്കാമോ;</p>	<p>ഉണ്ട്. 24/02/2003 ലെ G.O. (Ms) No. 113/2003/Fin. ഉത്തരവ്, 20/05/2010 ലെ G.O. (P) No. 293/10/Fin. ഉത്തരവ്, 02/08/2008 ലെ നം. 41/2008/ധന സർക്കുലർ എന്നിവ പ്രകാരം വാഹന ദുരുപയോഗം തടയുന്നതിനുള്ള കർശനമായ നിർദ്ദേശങ്ങളും ആയതിൽ നിന്നും വ്യതിചലിച്ചാലുള്ള ശിക്ഷാനടപടികളും നിഷ്കർഷിച്ചിട്ടുണ്ട്.</p>
<p>(സി) ചെലവുചുരുക്കൽ നിർദ്ദേശങ്ങൾ അവഗണിക്കുന്നവർക്കെതിരെ ഉചിതമായ ശിക്ഷാനടപടികൾ സ്വീകരിക്കുമോ; വ്യക്തമാക്കാമോ;</p>	<p>ധനകാര്യ പരിശോധനാ വിഭാഗം മേൽ ഉത്തരവുകളുടെ അടിസ്ഥാനത്തിൽ വാഹന പരിശോധന നടത്തി ഉചിതമായ നടപടികൾ സ്വീകരിച്ചുവരുന്നു.</p>
<p>(ഡി) തദ്ദേശ സ്ഥാപനങ്ങളുടെ വാഹനങ്ങൾ തദ്ദേശ സ്ഥാപനങ്ങളുടെ പരിധിയിലും ജില്ലാ ആസ്ഥാനത്തേക്കും മാത്രം ഓടിക്കുന്നതിനുള്ള നിർദ്ദേശം നൽകുന്നതിന് നടപടി സ്വീകരിക്കുമോ?</p>	<p>ബന്ധപ്പെട്ട വകുപ്പുമായി ആലോചിച്ച് ഉചിതമായ നടപടികൾ സ്വീകരിക്കുന്നതാണ്.</p>

*Ami*

സെക്ഷൻ ഓഫീസർ



## GOVERNMENT OF KERALA

## Abstract

VEHICLES OF GOVERNMENT/PUBLIC SECTOR UNDERTAKINGS/LOCAL BODIES/  
AUTONOMOUS BODIES—CURBING OF MISUSE—MODIFIED—ORDERS—ISSUED

## FINANCE (INSPECTION NT-F) DEPARTMENT

G. O. (Ms) No. 113/2003/Fin. Dated, Thiruvananthapuram, 24th February, 2003.

## ORDER

Government have issued several orders to prevent the misuse of vehicles of Government Departments, Public Sector Undertakings, Local/Autonomous Bodies etc. Even after the issuance of these orders, it has come to the notice of Government that misuse of Government vehicles is on the higher side. In the above circumstances Government issue the following orders/guidelines to curb the misuse of Government vehicles. These Orders will be applicable to all Government Departments including Police, Excise, Forest and Judicial Departments, Semi Government/Public Sector Undertakings/Autonomous/Local Bodies and Co-operative Institutions etc., having any control by Government, with immediate effect.

2. Every vehicle or group of vehicles shall be placed under the charge of a specified controlling officer designated as such by Government/Head of the Department or any other Authority authorised by Government/Head of the Department. The controlling officer shall be an officer of gazetted rank if such an officer is not available where the control is located.

3. The Controlling Officer will be personally responsible for the proper use, care and maintenance of the vehicles under his control.

4. The Controlling Officer shall personally check the inventory of equipments every month and arrange to recover any loss arising out of negligence or fault from the persons concerned. The fuel consumption test of each vehicle under his control shall be conducted once in every year.

*A. P. M.*

FIN-IWF

2

5. He should report half yearly to his next superior officer—the summary of expenditure incurred on account of fuel, maintenance and repairs of each vehicles under his control with his specific remarks. The supporting bills/vouchers should also be furnished along with the report.

6. He should ensure that the vehicles are parked at the parking spaces allotted for the vehicles concerned.

7. "The name of Department/Institution" to which the official vehicle relates to should be legibly exhibited in front and at the rear of the vehicle in a name board not below the size of 40 cms length and 10 cms width (Red background and white letters in case of Government Departments and sky blue background and blue letters in the case of others.)

8. The name board of the office to which the vehicle relates to should not be concealed or covered or removed in any occasion. Both the driver and the controlling officer of the vehicle are personally responsible to exhibit the name board in the vehicle. Negligence in this regard will be viewed seriously.

9. Use of vehicles:—

- (i) All vehicles are intended to be used only for bonafide official purposes within the state including tours of officers who are entitled to use special conveyance and claim higher road mileage.
- (ii) The Controlling Officer/the officer performing the journey will be personally responsible to enter the details of places of visit and purpose of the journey in the log book, before the commencement of the journey. In case where the driver alone commences the journey to pick up an officer, the driver should enter the purpose of journey, place etc., in the log book before the commencement of the journey.
- (iii) Journeys performed with the prior sanction (general or special) of the Government/Head of the Department or any officer authorised in that behalf by Government/Head of the Department on the following occasions may be treated as official. In such cases, a copy of the sanction order permitting the journey should be kept in the vehicle at the time of using the vehicle. Corresponding entry to that effect quoting the authority should also be made in the log book before the

*A. Anni*

(a) Journeys performed by officers for attending official parties/receptions for which invitations have been extended to them by virtue of their office and which, in their discretion, they decide to attend subject to availability of vehicles.

(b) Journeys performed by non officials who are asked to attend official meetings in public interest.

(c) Journeys performed when officers have to be picked up from their residence or dropped back in cases when they are required to attend meetings if the meetings have been convened at places outside their normal duty points or outside normal working hours.

(d) Journeys performed in cases of emergency when an officer on being suddenly taken seriously ill or on meeting with an accident while on duty is removed from his office either to a hospital or to his residence.

(e) Journeys performed by Private Secretaries/Personal staff of a Minister from their residence or the residence/office of their Minister in order to receive or see off the Minister if the journeys are undertaken under the instructions of the Minister. An entry to that effect should be made in the log book by the Private Secretary.

(f) Touring Officers not under the administrative control of the Government who come to Thiruvananthapuram or any other place where Government have vehicle may be allowed to use it for the limited purpose of journeys from Airport/Railway Station to place of halt or office.

(g) Touring Officers under the administrative control of Government may also be allowed to use vehicles subject to the condition that the officers concerned will not draw the mileage allowance for such journeys. They should also give a certificate along with their T. A. bill as to whether or not the vehicle was used by them.

(h) Touring Officers of the Government may be allowed at the halting station the free use of vehicles for official work within a radius of 8 kms or the Municipal limits whichever is more distant subject to the condition that the touring officers will not be entitled to exchange daily allowance for road mileage. As far as possible such touring officers will travel with officers serving at the

*A. Pan*

## /FIN-IW F

4

(i) The fuel ceiling introduced vide G. O. (P) No. 233/2002/Fin. dated 17-4-2002 for Secretaries/Heads of Major Departments and those who are permitted to use vehicles on payment for personal use will continue. Monthly charges prescribed therein should be remitted regularly by the officers, without fail.

(ii) No vehicle shall be exclusively placed at the disposal of the touring officers. All journeys should be properly logged before the commencement of the journey.

10. The use of vehicles without proper entry in the log book before the commencement of the journey shall not be allowed in any occasion to any officer. Such journeys shall be treated as non-duty journeys and action taken accordingly.

11. Vehicles of all officers irrespective of their grade/cadre are liable for surprise inspection by Finance (Inspection-NT) Department or any other agency to whom Government entrust such work.

12. Non-stopping of vehicles for surprise inspection or hesitation to co-operate with such inspection shall be viewed seriously and action taken without obtaining further explanation.

13. The use of official vehicles other than cycle or motor bike for the conveyance of files or tappals between office and residence of any officer is not permissible except in case of emergencies.

14. Officers in receipt of conveyance allowance shall not normally use vehicles for journeys within his local jurisdiction. If he is permitted by a competent authority to use a vehicle for journeys within his jurisdiction proportionate reduction in the monthly rate of conveyance allowance will be made for such journeys.

15. Relatives/friends of officers shall not be permitted to use vehicles. The above condition is applicable also to the vehicles allotted under the orders of Government for the personal use of a particular officer as part of the terms of his Service or tenure.

16. A Government vehicle shall be driven only by the driver allotted to the vehicle. No other person shall be permitted to drive the vehicle except in

/FIN-IW F

5

- (1) During the testing, servicing and repairs of vehicles by individuals who are authorised to do so.
- (2) In an emergency if the driver of the vehicle is not readily available or incapacitated by fatigue of illness or other reasons to manage the vehicle the Controlling Officer or the Government Servant travelling in the vehicle and who has a valid licence to drive the particular type of vehicle may drive the vehicle himself or engage another competent person in order to overcome the difficulty.
- (3) When any person other than the driver attached to the vehicle has to drive a vehicle under the exceptional conditions mentioned above, a record of the facts and the action taken will immediately be made in the log book.

17. Monthly ceiling of fuel has to be fixed for each and every vehicle taking the average of fuel consumed for the last six months i.e. from April to September.

18. If any vehicle is found misused for any purpose other than those specified in this order and also by officers other than those specified in the list annexed to this order shall attract stringent disciplinary action including recovery of 50% of the cost of fuel consumed during a month from the Controlling Officer/the Officer found using the vehicle. For this, the month during the calendar year which records the maximum consumption of fuel should be taken into account.

19. Further clarifications, if any, regarding the use of vehicle shall be had from Finance (Inspection-NT) Department.

By order of the Governor,  
V. S. SENTHIL,  
*Secretary (Finance Expenditure).*

To

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.  
The Accountant General (A&E), Kerala, Thiruvananthapuram.  
All Principal Secretaries/Secretaries/Special Secretaries to Government.  
All Head of Departments/Offices  
The Public Relations Department

*A. P. N.*

## ANNEXURE

List of officers permitted to use the official vehicles for limited purposes such as journeys between office and residence or from Railway/Bus Station to office and/viseversa. The journey is limited to two trips in a day and the distance as per the provisions of K. S. R.

1. The Principal Secretaries/Secretaries/Special Secretaries to Government.
  2. Commissioners of Commissionerates.
  3. The District Collectors.
  4. Judicial Officers of and above the rank of District Judges.
  5. Police Officers of and above the rank of Commissioner/Superintendent in Home Department.
  6. Officers of and above the rank of Conservator of Forest.
  7. Registrar of Co-operative Societies.
  8. Labour Commissioner.
  9. Chief Engineers.
  10. All major Heads of Departments.
  11. Chief Executives of Public Sector Undertakings, Heads of Autonomous Bodies, etc.
-



GOVERNMENT OF KERALA

Abstract

EMPOWERING OF FINANCE INSPECTION WING AND DISTRICT FINANCE INSPECTION  
SQUADS—ORDERS ISSUED

FINANCE (INSPECTION-NI-F) DEPARTMENT

G. O. (P) No. 293/2010/Fin. Dated, Thiruvananthapuram, 20th May, 2010.

Read:—1. G. O. (Ms.) No. 113/03/Fin. dated 24-2-2003.

2. G. O. (P) No. 233/02/Fin. dated 17-4-2002.

3. G. O. (P) No. 509/06/Fin. dated 19-12-2006.

4. Circular No. 41/08/Fin. dated 2-8-2008.

ORDER

Finance Inspection Wing and District Finance Inspection Squads regularly inspect the use of departmental vehicles and recommends to the administrative departments, to take action against the erred officials as and when irregularities are noticed. But majority of the reported cases are pending action even after repeated reminders and this would defeat the very purpose of vehicle inspection aimed to curb vehicle misuse.

In these circumstances with a view to curbing the misuse of department vehicles and to make the inspection on the use of departmental vehicles more effective, Government have decided to strengthen Finance Inspection Wing and District Finance Inspection Squads by enforcing the following immediate measures:—

(i) The Finance Inspection Wing and District Finance Inspection Squads will conduct inspection on the misuse of vehicles every month.

(ii) The Finance Inspection Wjng and District Finance Inspection Squads will submit a separate monthly report on vehicle inspection and its follow up action.

GCPT. 4/2353/2010/DTP.



(iii) A quarterly review of the Finance Inspection Wing and District Finance Inspection Squads will be conducted on the inspection on the misuse of departmental vehicles and its follow up action.

(iv) Finance Inspection Wing will give necessary directions directly to the Heads of Departments to ensure disciplinary action against recoveries from the officers who misused the departmental vehicles under intimation to the administrative department.

This shall have immediate effect.

By order of the Governor,

L. C. GOYAL

*Additional Chief Secretary (Finance).*

To

The Accountant General (Accounts & Entitlements), Kerala, Thiruvananthapuram.

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram.

All Heads of Departments.

All Departments and Sections of the Secretariat.

The General Administration (SC) Department.

The Secretary, Kerala State Electricity Board, Thiruvananthapuram.

The Registrar, University of Kerala/Kochi/Kozhikode/Kannur/Kottayam (with C. L.).

The Registrar, Kerala Agricultural University, Thrissur (with C. L.).

The General Manager, Kerala State Road Transport Corporation, Thiruvananthapuram (with C. L.).

The Registrar of High Court, Ernakulam (with C. L.).

All Secretaries, Additional Secretaries, Joint Secretaries, Deputy Secretaries and Under Secretaries to Government.

The Secretary to Governor.

The Private Secretaries to the Chief Minister and other Ministers.

The Private Secretaries to the Leader of Opposition and Government Chief Whip.

The Under Secretary to the Chief Secretary.

The Registrar, Sanskrit University, Kalady (with C. L.).

148/  
19/3/13



GOVERNMENT OF KERALA

**Abstract**

GAD- Estt-Introduction of a new category in State Government Service called "Driver-cum-Office Attendant" and fixing of new norms regarding the purchase and use of vehicles in Government and Government agencies - sanction accorded- Orders issued:

=====

**GENERAL ADMINISTRATION (SERVICES - C) DEPARTMENT**

G.O.(Ms) No. 72/2013/GAD. Dated, Thiruvananthapuram, 14 /03/2013.

=====

Read: Judgment dated: 26/06/2012 of the Hon'ble High Court in  
WA No. 505/2011 filed by Sri. Unni Jose K Joy

**ORDER**

In the Judgment read above, dismissing the W A No.505/2011 filed by Sri.Unni Jose K Joy against judgment dated: 18/03/2011 in WP (c) NO.17244/2010, the Hon'ble High Court has concluded that it is high time Government should consider the requirement of Drivers in every office to drive light vehicles because vehicles are given for the use by Officers, they could be made to drive, more so when modern vehicles provide better comforts in the driver seat and in the other front seat. Most of the drivers are effectively employed only for half an hour to one hour a day and all the remaining time they will be sitting idle. Therefore there will be nothing wrong in combining the post of driver with that of peon so that unnecessary expenditure in retaining two posts could be avoided.

2. The Hon'ble High Court has also directed the Chief Secretary to Government to take policy decision with regard to the necessity of providing vehicles to Government Servants because if vehicle allowance is given, everybody otherwise owning and using private vehicles could be allowed to use their vehicles for official use also and get compensatory allowance. Secondly, in the era of hi-tech vehicles providing comfort in the driver seat,

P.T.O

*A. P. N.*

There will be nothing wrong in Government asking the officers, atleast upto a level to drive the vehicles by themselves which is done in all advanced countries. Lastly, the court has suggested that policy decision should be taken with regard to the type and level of functionaries in Government and in autonomous bodies funded by the Government, who are entitled to chauffeur driven cars. Finally, the Court has also directed the Chief Secretary to place the recommendations before the Cabinet for evolving new policies on all these matters and for implementation of the same.

3. In this regard, a committee comprising the Chief Secretary, Additional Chief Secretary, Personnel & Administrative Reforms Department, Principal Secretary, Finance Department and Secretary, General Administration Department after several deliberations have recommended that a new category of Driver-cum-Office Attendant be introduced, qualification for the same be prescribed and all future recruitments of drivers be made in the new category called "Driver-cum-Office Attendant".

4. The committee also recommended the following with regard to purchase and use of vehicles in Government, Government agencies, autonomous bodies, Statutory agencies, Public Sector undertakings, Co-operative bodies etc.

i) Except for senior officers of the rank of Special Secretary and above and Heads of Departments in Government and except in Departments where officers use uniforms (Police, Excise, Forest, Jail and Motor Vehicle), only hired cars will be used. Hiring cars without drivers will also be encouraged, so long as surplus driver posts exist. This will apply to Government agencies etc also. If any such agency requires exemption, Cabinet approval will be taken.

ii) Vehicles costing less than Rs.8 lakhs alone will be purchased. For purchase of high end cars (costing more than Rs. 8 lakhs), approval of the Cabinet will be required.

iii) Whenever new vehicles are purchased to replace old ones, which will be condemned, there will be a condition that after the new vehicle hits the

P.T.O

3

road, the condemned vehicle will not be allowed to run. If the vehicle to be condemned is used after purchase of a new vehicle, the cost @ Rs. 10/- per Km will be recovered from the Head of the Office to which the old vehicle is attached.

5. The recommendations of the committee was examined in detail by the Government and the following orders are issued in the matter

- i) A new category named 'Driver -cum-Office Attendant' will be introduced in State Government Service for which separate qualification will be prescribed and all future recruitment of driver be made in the new category called "Driver-Cum-Office Attendant"
- ii) Except for Senior Officers of the rank of Special Secretary and above, the Heads of Department in Government and Officers in uniforms (Police, Excise, Forest, Jail and Motor Vehicle etc), only hired cars shall be used and that hiring cars without drivers shall be encouraged so long as surplus driver posts exist and this will be applied to Government agencies also and if any such agency requires exemption, Cabinet approval shall be taken.
- iii) Only vehicles costing less than Rs. 10 lakh shall be purchased in Government and for the purchase of vehicles costing more than Rs. 10 lakh, prior approval of the Cabinet shall be required
- iv) Whenever new vehicles are purchased to replace the old ones which are to be condemned, the condemned vehicle shall not be allowed to run after the new vehicle hits the road and it shall be disposed off within 6 months either by auction or following other approved procedures. If the vehicle to be condemned is used after the purchase of a new vehicle, the cost @ Rs. 10 per Km shall be recovered from the Head of the Office to which the old vehicle is attached.
- v) The committee constituted under the Chairmanship of Chief Secretary, will be convened forthwith and shall submit definite guidelines with regard to the speedy disposal of unservicable articles and seized/confiscated vehicles lying idle in Police and other departments.

P.T.O



6. The Judgment of the Hon'ble High Court read above is complied with accordingly.

**BY ORDER OF THE GOVERNOR  
K.R JYOTHILAL  
SECRETARY TO GOVERNMENT**

To

All Departments/All sections of the Government Secretariat (including Law and Finance)  
The Secretary, Kerala Legislature Secretariat  
All Heads of Departments  
All District Collectors  
The Principal Accountant General (Audit), Kerala, Thiruvananthapuram  
The Accountant General (A & E), Kerala, Thiruvananthapuram  
The Advocate General, Ernakulam/Thiruvananthapuram Branch (with C/L)  
The Registrar, Kerala High Court (with C/L)  
The Secretary, Kerala Public Service Commission, Thiruvananthapuram (with C/L)  
The Secretary to Governor, Kerala Raj Bhavan, Thiruvananthapuram (with C/L)  
The Registrar, Kerala Administrative Tribunal, Thiruvananthapuram (with C/L)  
The State Chief Information Commissioner, (with C/L)  
All Additional Chief Secretaries/Principal Secretaries/Special Secretaries/Additional Secretaries/Joint Secretaries/Deputy Secretaries/Under Secretaries to Government  
The Additional Secretary to Chief Secretary  
The Registrar, All Universities (with C/L)  
The Private Secretary to Speaker / the Private Secretary to Deputy Speaker of the Legislative Assembly  
The Private Secretary to Chief Minister and all other Ministers  
The Private Secretary to Government Chief Whip  
The Private Secretary to the Leader of Opposition  
The Heads of all Public Sector Undertakings  
The Heads of all Co-operative Institutions  
The Heads of all autonomous bodies and other Semi-Government institutions  
The Agriculture (Farms) Department (vide UO (F) No.11463/AF2/2011/AD)  
The Finance (Expenditure-B) Department (vide G.O (MS) No.223/12/Fin dated: 17/04/2012)  
The Personnel and Administrative Reforms Department  
The Home Department  
The General Administration (SC) Department (vide item NO..... dated: .....)  
The Director, Public Relations Department (for vide Publicity)  
The Information and Public Relations (Web & News Media) Department (for uploading in the official website).  
Stock file/Office copy.

**Forwarded/ By Order**

  
**Section Officer**

7-1



**കേരള സർക്കാർ**

ധനകാര്യ പരിശോധനാ വിഭാഗം (നോൺ ടെക്നിക്കൽ-എഫ്) വകുപ്പ്

**സർക്കുലർ**

നമ്പർ 41/2008/ധന.

തിരുവനന്തപുരം, 2008 ആഗസ്റ്റ് 2.

**വിഷയം**—സർക്കാർ വാഹനങ്ങളുടെ ദുരുപയോഗം—തടയൽ—സംബന്ധിച്ച്

- സൂചന**—
- (1) സ. ഉ. (പി) നമ്പർ 1213/2000/ധന. തീയതി 12-10-2000.
  - (2) സ. ഉ. (പി) നമ്പർ 233/2002/ധന. തീയതി 17-4-2002.
  - (3) സ. ഉ. (എം.എസ്.) നമ്പർ 113/2003/ധന. തീയതി 24-2-2003.
  - (4) സ. ഉ. (എം.എസ്.) നമ്പർ 543/2005/ധന. തീയതി 19-12-2005.
  - (5) സ. ഉ. (എം.എസ്.) നമ്പർ 25/2007/ധന. തീയതി 19-1-2007.

ധനകാര്യ പരിശോധനാ വിഭാഗത്തിന്റെ വാഹന പരിശോധനകളിൽ സർക്കാർ വാഹനങ്ങളുടെ ദുരുപയോഗം ശ്രദ്ധയിൽപ്പെട്ടതിനാൽ അത്തരത്തിലുള്ള ക്രമക്കേടുകൾ നിയന്ത്രിക്കുവാൻ നിലവിലുള്ള ചട്ടങ്ങൾ ശക്തമായി നടപ്പിലാക്കാനായി താഴെപ്പറയുന്ന നിർദ്ദേശങ്ങൾ പുറപ്പെടുവിക്കുന്നു.

1. സർക്കാർ വാഹനങ്ങൾ ഉദ്യോഗസ്ഥൻമാരെ താമസസ്ഥലത്തുനിന്നും ഓഫീസിലെത്തിക്കുന്നതിനോ തിരിച്ച് വീട്ടിലെത്തിക്കുന്നതിനോ ഉപയോഗിക്കുവാൻ പാടുള്ളതല്ല. എന്നാൽ ഇത് പ്രിൻസിപ്പൽ സെക്രട്ടറിമാർ/സെക്രട്ടറിമാർ, പ്രധാന വകുപ്പുകളുടെ തലവൻമാർ, മന്ത്രിമാരുടെ പ്രൈവറ്റ് സെക്രട്ടറിമാർ എന്നിവർക്ക് ബാധകമല്ല. സർക്കാർ വാഹനങ്ങൾ ഓഫീസുകളിൽ നിന്നുള്ള ഔദ്യോഗിക യാത്രകൾക്കുമാത്രമായി പരിമിതപ്പെടുത്തേണ്ടതാണ്.

2. സർക്കാർ വാഹനങ്ങൾ ഷോപ്പിംഗ്, റെയിൽവേസ്റ്റേഷൻ, ബസ്സ്റ്റേഷൻ, സിനിമ, മാർക്കറ്റ്, ആരായനാലയങ്ങൾ, വിവാഹം, കൂട്ടികളെ വിദ്യാലയങ്ങളിൽ എത്തിക്കുക തുടങ്ങിയ സ്വകാര്യ ആവശ്യങ്ങൾക്ക് ഉപയോഗിക്കുവാൻ പാടില്ല. എന്നാൽ സ്വകാര്യ ആവശ്യങ്ങൾക്കായി തുക ഒടുക്കി വാഹനം ഉപയോഗിക്കുവാൻ അർഹതപ്പെട്ട പ്രിൻസിപ്പൽ സെക്രട്ടറിമാർ, സെക്രട്ടറിമാർ, പ്രധാന വകുപ്പുകളുടെ തലവൻമാർ, മന്ത്രിമാരുടെ പ്രൈവറ്റ് സെക്രട്ടറിമാർ എന്നിവർക്ക്, ഇത് ബാധകമല്ല.

*A. Min*

3. യാത്ര തുടങ്ങുന്നതിന് മുൻപുതന്നെ ലോഗ് ബുക്കിൽ യാത്രയെ സംബന്ധിച്ചുള്ള അവശ്യം വേണ്ട വിവരങ്ങൾ രേഖപ്പെടുത്തേണ്ടതും യാത്ര അവസാനിച്ചാലുടൻ യാത്രപെയ്ത ദൂരവും ഉദ്യോഗസ്ഥന്റെ ഒപ്പും ലോഗ് ബുക്കിൽ രേഖപ്പെടുത്തേണ്ടതുമാണ്.

4. വാഹനത്തിന്റെ ലോഗ് ബുക്ക് വാഹനത്തിൽത്തന്നെ യാത്രാവേളയിൽ സൂക്ഷിക്കേണ്ടതും പരിശോധനയ്ക്ക് ആവശ്യപ്പെടുമ്പോൾ നൽകേണ്ടതുമാണ്.

5. ഇന്ധന ക്ഷമതാ ടെസ്റ്റ് എല്ലാ വർഷവും കൃത്യ സമയത്ത് നടത്തേണ്ടതും സർട്ടിഫിക്കറ്റ് ലോഗ് ബുക്കിൽ പതിപ്പിച്ചിരിക്കേണ്ടതുമാണ്. ഇന്ധനത്തെയും അറ്റകുറ്റപ്പണികളെയും സംബന്ധിച്ച വിവരങ്ങൾ ലോഗ് ബുക്കിൽ യഥാസമയം രേഖപ്പെടുത്തേണ്ടതാണ്.

6. തൻമാസത്തെ ഇന്ധന ഉപഭോഗത്തെ സംബന്ധിച്ചും യാത്രപെയ്ത ദൂരത്തെ സംബന്ധിച്ചുമുള്ള സംക്ഷിപ്ത കുറിപ്പ് ലോഗ് ബുക്കിൽ തൻമാസം അവസാനത്തെ ദിവസം തന്നെ രേഖപ്പെടുത്തേണ്ടതാണ്.

7. സർക്കാർ വാഹനങ്ങളിൽ മൂന്നിലും പിന്നിലും നിർദ്ദിഷ്ട നിറത്തിലുള്ള ബോർഡ് പതിപ്പിച്ചിരിക്കണം. ഒരു കാരണവശാലും ഇത്തരം ബോർഡ് ഇല്ലാതെയോ മറച്ചുവെച്ചോ ഔദ്യോഗിക വാഹനം ഉപയോഗിക്കുവാൻ പാടുള്ളതല്ല.

8. തങ്ങളുടെ നിയന്ത്രണത്തിലുള്ള വാഹനത്തിന്റെ യഥാവിധിയുള്ള ഉപയോഗം ടി വാഹനത്തിന്റെ നിയന്ത്രണാധികാരിയുടെ വ്യക്തിപരമായ ഉത്തരവാദിത്തമായിരിക്കുന്നതാണ്.

9. ധനകാര്യ പരിശോധനാ വീദാഗം ആവശ്യപ്പെടുമ്പോൾ വാഹനം പരിശോധനയ്ക്ക് വിധേയമാക്കണം. പരിശോധനയ്ക്ക് വിധേയമാക്കാതെ വാഹനം നിർത്താതെ ഓടിച്ചു പോകുന്നത് നിലവിലുള്ള ചട്ടങ്ങളുടെ ലംഘനമാണ്.

10. ഔദ്യോഗിക വാഹനത്തിന്റെ നിയന്ത്രണാധികാരിയല്ലാത്തവർ വാഹനം ഉപയോഗിക്കുമ്പോൾ നിയന്ത്രണാധികാരിയുടെ അനുമതിപത്രം ലോഗ് ബുക്കിൽ സൂക്ഷിച്ചിരിക്കണം.

വാഹനപരിശോധനയിൽ മേൽപ്പറഞ്ഞ ഏതെങ്കിലും നിർദ്ദേശങ്ങളോ നിലവിലുള്ള മറ്റ് ചട്ടങ്ങളോ പാലിക്കപ്പെടുന്നില്ലെന്ന് ബോധ്യപ്പെട്ടാൽ വാഹനത്തിന്റെ നിയന്ത്രണാധികാരിയിൽ നിന്നും ആ വർഷം ഏറ്റവും കൂടുതൽ ഇന്ധന ഉപഭോഗം നടന്ന മാസത്തിലെ ഇന്ധനത്തിന്റെ വിലയുടെ 50 ശതമാനം പിഴയായി ഈടാക്കുന്നതും കർശനമായ അച്ചടക്ക നടപടികൾ സ്വീകരിക്കുന്നതുമാണ്.

പോലീസ് ഡയറക്ടർ ജനറൽ ഉൾപ്പെടെ എല്ലാ വകുപ്പധ്യക്ഷന്മാരും തങ്ങളുടെ വകുപ്പിലെ വാഹനങ്ങളുടെ നിയന്ത്രണാധികാരികൾക്ക് ഇതു സംബന്ധിച്ച് കർശന നിർദ്ദേശം നൽകേണ്ടതും വാഹനങ്ങളുടെ പരിശോധനയ്ക്ക് ധനകാര്യ പരിശോധനാ വിഭാഗവുമായി സഹകരിക്കാൻ വേണ്ട നിർദ്ദേശം നൽകേണ്ടതുമാണ്.

എൽ. സി. ഗോയൽ,  
പ്രിൻസിപ്പൽ സെക്രട്ടറി (ധനകാര്യം).

- ഡയറക്ടർ, പബ്ലിക് റിലേഷൻസ് വകുപ്പ്.
- എല്ലാ പ്രിൻസിപ്പൽ സെക്രട്ടറി/സെക്രട്ടറിമാർക്കും.
- പോലീസ് ഡയറക്ടർ ജനറൽ.
- എല്ലാ വകുപ്പ് മേധാവികൾക്കും.
- സ്റ്റോക്ക് ഫയൽ/ഓഫീസ് കോപ്പി.

*A. P. V.*