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**ORISSA STATE CIVIL SUPPLIES CORPORATION LTD.,
C-2, NAYAPALLI, BHUBANESWAR-12.**

MV-4/10 . No. 15081 / Dated the 15.9.10.

From

S.K. Vashishth, IAS
Managing Director

To

All CSO-cum-District Managers
OSCSC Ltd.

Sub: - Updating of all documents relating to corporation vehicles.

Ref: - H.O letter No- 9424 dated 09.09.1988
H.O letter No- 2632 dated 19.03.2005
H.O letter No- 12248 dated 01.02.2008

Sir,

Inviting reference to the letters on the subject cited above, I am to say that you have been authorized to update all the vehicle documents such as Road Tax, Insurance Policy, Route Permit, Fitness & pollution certificate by depositing the dues in time. It has also been intimated that in case of non compliance the district Manager will be held personally responsible for any penalty imposed arising from non payment of such dues in time.

Besides, you have also been asked to submit a complete report about these documents of all corporation vehicles deployed in your district in due format (enclosed) every year to H.O, for records. Further, the valid license of the drivers may also be ensured. During transfer of mobile van driver inside your district, the driver along with allotted mobile van should be transferred to minimize the repair & maintenance expenditure with intimation to H.O.

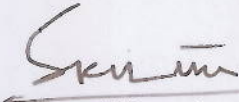
Any deviation to the above guidelines will be viewed seriously.

Yours faithfully

Managing Director


Memo. No 15082 dt 15.9.10.

Copy submitted to commissioner-cum Secretary, FS & CW department for favour of kind information.


Managing Director


Memo. No 15083 dt 15.9.10.

Copy submitted to all Collectors-cum-District Magistrates of Orissa for kind information.


Managing Director

Memo. No 15084 dt 15.9.10.

Copy forwarded to F.E / Guard file, OSCSC Ltd. for information.


Managing Director