

Government of Punjab  
Motor Vehicle Board

ਡਾਇਰੈਕਟਰ ਸਿਟੀ ਮ. ਪੰਜਾਬ, ਚੰਡੀਗੜ੍ਹ  
14 SEP 1999

To

1. All the Financial Commissioners & Administrative Secretaries to Govt. Punjab.
2. The Commissioners of the Divisions/ Deput Commissioners of Districts.
3. The Registrar of Punjab & Haryana High Court.
- ✓ 4. All the Heads of the Departments in Punjab State.
5. All the Chairmen/ M.Ds of the Corporation/ Board and Corporate Institutions in the State of Punjab.

Memo No. STC-P-MVB/991/29970-30139

Dated: 1/9/99

Subject: Economy in expenditure on Staff Cars-their entitlement, norm of life, condemnation etc.

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Kindly refer to the subject noted above.

2. The Motor Vehicles Board has considered the recommendations of the Committee constituted by Govt. to effect economy in expenditure on use of Govt. vehicles and have decided as under:-

A. Substitution of Ambassador Cars:

Keeping in view the fuel efficiency, price of the vehicles and seating capacity it has been decided that the Ambassador Staff cars should be replaced with Maruti Zen-LX, Maruti Zen-VX, Santro standard Euro-I and Santro EURO-II. These staff cars shall be provided only to the officers of the rank of Heads of Deptt., Admn. Secretaries and above.

B. Fixation of norm of mileage per litre for Government Vehicles.

It was decided to fix the kilometers per litre of fuel for staff vehicles as under:-

	KMPL
1. Contessa Car with A.C	8
2. Contessa Car without A.C	9
3. Ambassador Car with A.C	8
4. Ambassador Car without A.C	9
5. Gypsy	8.5

It has been observed that the staff car drivers mostly misuse Govt. vehicles. Evidently the drivers can not misuse the vehicles if they are sternly told by the controlling officers to behave. The fixing of above noted norms will prove effective only if the officers see to it that the vehicles are not misused by the drivers.

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C. Entitlement of officers for Independent staff Cars/vehicles

Independent staff cars at head-quarters shall only be allowed to Heads of Depts, Admn. Secretaries, Chairmen and Managing Directors of Corporations/Boards and above. Where the Chairman is entitled for a car as Admn. Secy, he would be entitled only for one staff car. All other staff cars/ vehicles of all depts, Corporations and Boards should be immediately with- drawn/surrendered.

In case any department wants to keep one or two cars/vehicles in pool, the concerned Admn. Secretary should send a proposal to this effect to the State Transport Commissioner, Punjab, Chandigarh, for consideration by the Committee on Economy in Expenditure on Govt. vehicles on case to case basis by 30th September, 1999. In case no proposal is received from any Admn. Secretary by the due date it shall be presumed that they have no proposal to keep any staff car/vehicle in the pool.

D. Private use of staff cars.

It has been decided to raise the rate of use of Govt. cars for private purposes by Head of the Departments, Adm. Secretaries and above from Rs 1.50 per kilometer to Rs 3.00 per kilometer. However, the Admn. Secretaries and Heads of Depts. shall continue to pay Rs 150/- for 200 kms. and Rs 300/- for 400 kms. per month for use of Govt. vehicle for private purpose and Rs 3.00 per kilometer for private kilometerage beyond the above said prescribed kilometers. Instructions issued vide this office memo No. STC-G(T5)44140-336 dated 21.12.90 and No. STC-G(T5)2399-2566 dated 24.1.91 stand amended accordingly.

E. Review of procedure for condemnation and disposal of Govt. vehicles.

It has been observed that the Senior Officers pass on their vehicles to junior officers after the vehicles have covered a good kilometerage and they obtain new vehicles in replacement. To curb this un- healthy tendency it has been decided that the vehicle once allotted to an officer entitled for the same, would be kept by him till its condemnation.

Further in view of financial constraints it has been decided to revise the life of vehicles in terms of years and Kms covered as below:-

- |  |                             |
|--|-----------------------------|
| 1. Ambassador Car<br>(with NOVA engine)  | 10 years or<br>2.5 lac kms. |
| 2. Ambassador Car<br>(with ISUZU engine) | 10 years or<br>2.5 lac kms. |



3. Jeeps

11 years or  
3 lac Kms.

4. Maruti Van

11 years or  
3 lac Kms.

Instructions issued vide letter No. STC-G(AT)28/27691-741 dated 08.08.96 stand amended accordingly.

Please acknowledge receipt of this letter.



( KULBIR SINGH )  
Member Secretary  
Motor Vehicle Board-cum-  
State Transport Commissioner, Punjab.

Endst.No. STC-P-MVB/991/30140

Dated: 1/9/89

A copy is forwarded to the following, for information and necessary action:-

1. Secretary to Govt. Punjab, Department of Institutional Banking and Public Enterprises.
2. Director, Bureau of Public Enterprises, Punjab, Chandigarh.

It is requested that these instructions may be implemented by all the Corporation/ Boards in letter and spirit.



( KULBIR SINGH )  
Member Secretary  
Motor Vehicle Board-cum-  
State Transport Commissioner, Punjab.