Chandigarh 04th January 2018: A meeting to review the different issues of the Registering & Licensing Authority, U.T., Chandigarh was held on 01.01.2018 & 02.01.2018 under the chairmanship of W/Deputy Commissioner, U.T., Chandigarh. The following officers and officials attended the meeting:

1. Mr. Arjun, IAS, SDM (East)
2. Mr. Anil Prasher, Centre Head SPIC
3. Mr. Sushil Vaid, AC(F&A)
4. Mr. Rajneesh, DIO, NIC
5. Mr. Noor Saini, Scientist-B, NIC
6. Ms. Geeta Sareen, Registering & Licensing Officer
7. Mr. Naresh Sharma, Branch Incharge (Registration, R&LA, U.T., Chandigarh
8. Mr. Deepak Sharma, Programme, R&LA, U.T., Chandigarh
10. Other officials of IRCS, U.T., Chandigarh.

The following issues were discussed:

A. Registration of Vehicles:

1. **Registration of new vehicles at dealer’s point:** The matter in detail regarding start up of the registration of new vehicles at dealer’s point was discussed. The procedure to be followed up, documents required from the owner of the vehicle, documents required form the dealer, liabilities of the dealer, submission of documents by the dealer for verification at the level of registering authority, fixation of charges/fee to be imposed on the vehicle owner by the dealer, if any and mode of payment of road tax and other charges etc. were discussed. The policy in this regard will be framed up accordingly.

2. **Training to the automobile dealers:** The training to the automobile dealers regarding registration of vehicle will be imparted by the National Informatics Centre (NIC) at the o/o R&LA and 2/3 officials from the office will be deputed to assist NIC officers.

3. **Files for Registration of New Vehicle:** The automobile dealer will purchase files of registration of vehicle from the Indian Red Cross Society, U.T., Chandigarh and will charge the cost from the vehicle owner.

4. **Mode of Payment/ Transfer of Payment in Government Account:** The necessary provision in VAHAN software will be made by the National Informatics Centre (NIC), UT Unit, Chandigarh for mode of payment/transfer of payment of road tax and other charges collected for the registration of vehicles by the dealer to the Government account.

5. **Uploading of ex-showroom price:** The manufacturer of the vehicles will provide the ex-showroom price of the vehicle in VAHAN 4.0 software for calculation of the road tax at the time of registration of new vehicle.

6. **Certificate of Fitness:** The dealer will provide the certificate of fitness of the vehicle alongwith two real time photographs, the vehicle with owner and Chassis of the vehicle (one each).
7. **UID/Adhaar based registration of vehicle**: Unique Identification Number (UID)/Adhaar Number of the owner of the vehicle will be obtained during registration of new vehicle.

8. **Documentation**: The documents required for the registration of new vehicle will be submitted by the owner of the vehicle as per the checklist issued by the department. The documents will be verified at the dealer’s point before sending the same to the department for approval.

9. **Submission of documents by the dealer**: The hard copy of the complete file/documents submitted by the owner of the vehicle at dealer’s point will be submitted by the dealer to the department within two working days for further necessary action.

10. **Fee for providing services**: The charges/fee from the vehicle owner by the dealer for providing services, if any, will be claimed as per the rates fixed by the Chandigarh Administration.

11. **Other Issues**: The Fancy/Choice registration mark will be issued by the competent authority only. The road tax exemption in case of handicapped person will be allowed by the competent authority; however, the certificate of alteration/modification of vehicle as per the requirement of the owner of vehicle will be issued by the dealer. The fee for affixation of HSRPs will be deposited by the owner of vehicle at the concerned locations of RLA after getting approval of registration of vehicle from the department and the affixation of the HSRPs will be done in the concerned areas on the locations prescribed by the Chandigarh Administration.

12. **RFID tag on physical files**: It has been recommended that RFID tag on registration files will be marked for making files easily traceable.

### B. Driving License

1. **Making Online Appointment System Robust**: The counters of online appointment to be increased and issuance of token should be lesser. At the initial stage issuance of 50 token should be affixed, which will be decreased later on.

2. **UID/Adhaar based driving license**: Unique Identification Number (UID) (Adhaar Card) should be mandatory for driving license application.

3. **Voice system at STALL Test**: In order to facilitate the illiterate people, the voice system at STALL Test should be arranged. The same will be done by the NIC.

4. **Booklet of Mock Test**: A booklet of Mock Test for preparation of STALL Test will be got printed by the IRCS, U.T., Chandigarh and the same will be enclosed with the learner's form.

5. **Facility of submission of files at e-SamparkCentres**: In order to facilitate the general public the online application submission and online appointment of the driving license at e-Sampark Centers may be started. The policy regarding procedure, terms and conditions regarding scrutiny of documents, payment, photo & signature, approval of applications will be framed after getting communication from the Head of the Department, e-Sampark Centers.

6. **Awareness Camps for School Students**: The awareness camps regarding traffic/safety rules, driving skill, road signs etc. should be conducted for school students