

From

The Dean COVS-cum-Controlling Officer (T),
LUVAS, Hisar

To

All Deans/Directors/All HODs
(Including outstations)
LUVAS, Hisar

Memo No. TO/LUVAS/2020/ 62-101

Dated:- 27/07/2020

Sub:- Upkeep of complete documents of vehicles

It has been noticed that most of the vehicles maintained within different offices/departments are lacking in complete documentations which results into huge penalty/fine by RTO department.

You are therefore requested to look into the matter personally and direct the concerned official/driver of your office/department to complete the necessary documents in all respects i.e. insurance, pollution, M.V. tax, Permit, passing etc. well in proper time so as to save any penal/legal provisions. Drivers may also be instructed to intimate one month in advance for initiating any documentations process which is going to expire in near future.


Dean COVS
LUVAS, Hisar