

GOVERNMENT OF KARNATAKA  
**TRANSPORT DEPARTMENT**

No. TC/EST-05/PR-08/17-18

Office of the  
Commissioner for Transport  
1<sup>th</sup> Floor, TTMC. Building,  
Shanthi nagar, Bangalore.  
Dated: 25-05-2018.

**PUBLICATION**

Details for the year 2017-18 is published as per sub section (1)(b) of section 4 of Right to Information Act, 2005.

**I (A) Details of Organisational set up, Functions and Duties of the Department.**

Transport Department is one of the major department of the state. The Transport Department is functioning in the State through its unit Offices i.e., Regional Transport Offices and Assistant Regional Transport Offices with its Head Quarter at Bangalore and situated at 1<sup>th</sup> Floor, TTMC. Building, Shanthi nagar, Bangalore.

The organisational set up of the Transport Department is given below:  
The department is headed by the Commissioner for Transport as the Head of the Department and is assisted by the following officers at the Head Quarters.

- 1) Addl. Commissioner for Transport (Administration)
- 2) Addl. Commissioner for Transport (Enforcement South)
- 3) Addl. Commissioner for Transport and secretary, Karnataka State Transport Authority, Bangalore.
- 4) Joint Commissioner for Transport (Enveronment and E-gov)
- 5) The Law Officer
- 6) The Financial Assistant (Accounts)
- 7) The Financial Assistant (Audit)
- 8) The Assistant Director of Statistics.
- 9) Two Assistant Law Officers
- 10) Four Assistant Secretaries

The Commissioner for Transport is also assisted by the Addl. Commissioner for Transport (Enforcement North Zone). Dharwad, Joint Commissioner for Transport (Urban & Rural). Bangalore and respective Deputy Commissioners for Transport, Regional Transport Officers and Assistant Regional Transport Officers who are the head of Zonal, Divisional, Regional and Sub-Regional officers respectively.

The Transport Department is mainly involved in the task of the following functions and duties.

- 1) Registration of Motor vehicle
- 2) Issue of driving and conductor licenses
- 3) Issue of permits for goods and Passenger vehicles
- 4) Collection of Motor vehicle taxes
- 5) Enforcement of Motor vehicle acts and rules
- 6) Road safety measures
- 7) Vehicular pollution control measures

## **II. Powers and Duties of Officers and Employees**

The Commissioner for Transport is the Head of the Transport Department. The Commissioner for Transport takes decisions on important matters concerning the department and attends all the meetings at the government level related to the important issues of the department. The Commissioner for Transport exercises overall control of the department. He is also the Appointing and Disciplinary Authority in respect of Group-C & D of the Department. He also exercises the powers as per the various provisions of the Act and Rules pertaining to the Department. The Commissioner for Transport is also the Chairman of the Karnataka State Transport Authority.

The Commissioner for Transport is also assisted by the Addl. Commissioner for Transport (Enforcement North Zone), Dharwad, Joint Commissioner for Transport (Urban & Rural) Bangalore and respective Deputy Commissioners for Transport, Regional Transport Officers and Assistant Regional Transport Officers who are head of Zonal, Divisional, Regional and Sub-Regional Officers respectively.

### **Addl. Commissioners**

#### **1) Addl. Commissioner for Transport (Administration)**

- (a) General Administration
- (b) Building and Furniture Wing
- (c) Meeting with Transport Department Officers, coordination with other Department Officers and coordination with Government Departments.
- (d) Public relations arrangement
- (e) Arranging meeting and its supervision
- (f) Approval for registration of new model vehicles
- (g) Maintenance of department statistics.
- (h) Supervision of law section and subjects relating to the amendments to the motor vehicle act and rules there in.
- (i) Acceptance of Annual confidential reports in respect of Group c posts.
- (j) Sanction of Time Bond, Automatic grant and additional increment in respect of Group c posts.
- (k) Maintenance of stationary section.

(l) Cordination relating to RTI Act and “Sakala” services.

**2) Addl. Commissioner (Enforcement) ( South)**

- (a) Issue of International Driving License
- (b) Implementation of number plates for the registration of new vehicles.
- (c) Matters relating to deputation (check Post) and supervision of Senior Inspector of Motor Vehicles to the Bangalore (urban & rural), Bangalore (rural), Mysore and Shimoga divisions.
- (d) Issue of fancy numbers.
- (e) Road safety related works.
- (f) Data collection, management, co-ordination regarding enforcement activitties and resolve enforcement activitties problems through the state
- (g) Review of diary of DCT & JCT, sanction of CL & other kind of leaves for relating divisions.
- (h) Complaints and grievances pertaining to respective Divisions.
- (i) Supervision of driving schools.
- (j) Transport Adalat.

**3) Addl. Commissioner for Transport & Secretary, Karnataka State Transport Authority, Bangalore.**

- (a) Management and supervision of the Karnataka State Transport Authority.
- (b) Matters relating to Motor Vehicle Tax.
- (c) Citizens Charter and follow up action of Transport Adalat.
- (d) Budget matter.
- (e) Audit and further action thereon.
- (f) Subject relating to Assurence committee
- (g) LA/LC questions and its co-ordination.

**4) Joint Commissioner for Transport (Enveronment and E-gov) Bangalore.**

- (a) Matters relating and its issue of License to the Air pollution checking centre and its activities
- (b) Matter relating to Noise pollution.
- (c) Collection of secret information and its analysis.
- (d) Supervision of computerization and Website.
- (e) Subject relating to control of speed of the vechile.
- (f) Supervision and coordination in the matter relating to use of alternative and LPG fuel of vehicles.
- (g) Outsourcing Of the in respect of coputerzation.

The Law officer, the Financial Assistant 1 and 2, Assistant Secretary 1, 2, 3 and 4, Assistant Director of Statistics, Law office perform the duties assign to them.

**Divisional Level**

At the divisional level the Joint Commissioner for Transport supervises and guides the Regional Transport Officers and Assistant Regional Transport Officers coming within jurisdiction in the day-to-day administration. They also conduct cursory and detailed inspection of the offices coming under their control periodically. Further the Joint Commissioner for Transport also functions as appellate authorities against the orders of the Regional Transport Officers and Assistant Regional Transport Officers under the above said Act and rules in respect of suspension of Driving/Conductor license, refusal to registration of vehicles, rejection of renewal of certificates of registration of Non-Transport vehicles, refusal to issue and renewal of Fitness certificate, suspension/cancellation of Fitness certificates and Tax matters.

The Regional Transport Officers and the Assistant Regional Transport Officers are the heads of the Regional and sub-regional offices respectively. The Regional Transport Officer of the respective headquarters are functioning as licensing authorities for issue of Driving or Conductors licenses. Registration Authorities for Registration of Motor Vehicles. They also act as Secretaries of Regional Transport Authorities for the grant of permits for Transport Vehicles.

Senior Inspector of Motor Vehicle & Inspector of Motor Vehicle- these executive staff has to carry the work as listed under Section 213(5) of the Motor Vehicles Act, 1988 and Rule 259 (2) of the Karnataka Motor Vehicles Rules, 1989.

Superintendents – They have to supervise the work of the Subordinate staff in the office in particular section assigned to them. No independent powers except as taxation authority.

The other supportive staff viz., Stenographers. First Division Assistants, Second Division Assistants, Typists, Group-D have to carryout the instructions of the Head of the Office. They have independent powers.

### **III. Procedure to be followed in decision making process including control and responsibility**

- 1) **Transport Commissioner's Office**: Any reference received will be attended by the caseworkers and sent to the Superintendent for his supervisory remarks. Then the file passes to the concerned ACT for his final supervisory remarks on the subject. Then it will be submitted to the Commissioner for Transport for final orders. The accountability lies according to their contributory supervisory remarks.
- 2) **Deputy Transport Commissioner's Office**: Any reference received will be attended by the caseworker and sent to the Superintendent for his supervisory remarks. Then the file passes to the JCT for final

orders. The accountability lies according to their contributory supervisory remarks.

- 3) **Regional/Assistant Regional Transport Office**: Any reference received will be attended by the caseworker and sent to the Superintendent for his supervisory remarks. Then the file passes to the concerned RTO/ARTO for his final supervisory

Remarks on the subject. Then it will be submitted to the RTO for final orders. The accountability lies according to their contributory supervisory remarks.

#### **IV Procedure for carrying out duties**

- (i) The Administrative Officers- Commissioner for Transport, Addl. Commissioner for Transport, Joint Commissioner for Transport, Joint Commissioner for Transport are guided by M.V.Act and Rules made there under, Taxation Act and Rules made there under, Karnataka Civil Service Rules, Karnataka Financial Code, Karnataka Treasury Code, Manual of Contingent Expenditure and other allied books, Government Orders and Notifications etc.
- (ii) The field officers such as RTOs and ARTOs have to discharge their duties as guided by the Motor Vehicles Act and Rules, the Taxation Act and Rules and also Citizen's Charter issued by the Department as far as the public work is concerned. Further, they also follow the circular instructions, Government Notifications issued from time to time.

#### **V The Acts and Rules followed by the Department in executing the duties**

- 1) The Motor Vehicles Act, 1988
- 2) Central Motor Vehicles Rules, 1989
- 3) The Karnataka Motor Vehicles Rules 1989
- 4) The Karnataka Motor Vehicles Taxation Act, 1957
- 5) The Karnataka Motor Vehicles Taxation Rules, 1957
- 6) Other Government Notifications, circulars issued from time to time.

#### **VI The documents available with the offices of the department**

- (i) **Commissioner for Transport**:- All sanctions within the delegated limits (including purchases, promotions, payments towards its employees, International Driving Permits, Emission Testing Centers, other allied matters, He is the Head of the Department and is assisted by various officers. The duties of the Commissioner for Transport is

mainly concerned with the collection of Tax on motor vehicles and proper regulation of the use of motor vehicles in the State in accordance with the provisions of Indian Motor Vehicles Act and Rules made there under. The Commissioner is responsible for administration of all RTOs in the State. The Commissioner also implements the enforcement activities in the State related to transportation, road safety, air pollution check and other offences.

- (ii) **Joint Commissioner for Transport** :- Appellate Authority, Inspections, countersigning bills and allied matters to their Division.
- (iii) **Regional Transport Officer/Assistant Regional Transport Officer:** Registering Authority, Secretary of Regional Transport

Authority, Taxation authority, Licensing Authority, Grant of License to Motor Driving School, International Driving Permit, other related records.

## **VII Details of arrangements regarding preparation of various plans and consultation with or representation by the members of the public regarding the plans.**

- Nil -

## **VIII Committees and other Boards in the Department.**

Karnataka State Transport Authority at State level and Regional Transport Authority at District level in each District are formulated in accordance with Section 68 of the Motor Vehicles Act, 1988 to exercise the powers and function conferred under Chapter-V (control of Transport vehicles) of the Motor Vehicles Act, 1988 i.e. pertaining of grant of permits and its related matter.

### **Besides the following committees exist:**

- 1) Cadre Management Committee for transfer of Officers and Officials of the department.
- 2) Cadre Review Committee for Cadre & Recruitment Rules.
- 3) Committee constituted for the compulsory retirement under KCS Rule 285.

Public have the opportunity to obtain the copies of the proceedings of the 1 to 3 committees.

## **IX Directory of the Public Information Officers in the Department of Transport under the Right to Information Act, 2005.**

The Directory of Officers working as Public Information Officer in the Transport Department are given in the Annexure-1.

**X** Monthly remuneration received by each officer and employee including the system of compensation as provided in its regulations

The details of service particulars and gross monthly emoluments received by the officers and employees are given Annexure-2.

**XI** The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditure and reports on disbursement made.

**XII** Manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes.

In Government Order No. HTD 68 TRV 2001 dated: 01.01.2004 have accorded subsidy of Rs.2,000/- payable to the Autorickshaw owner who converts petrol engine to approved LPG kits with certain conditions. The list of beneficiaries is given in the Annexure –III.

**XIII** Particulars of recipients of concessions, permit of authorisations granted

These functions are not applicable to the Transport Department.

**XIV Details in respect of the information, available to or held by it, reduced in an electronic form.**

The Department is not fully computerized. In some Regional Transport Offices in Bangalore City, the information relating to the registration of vehicles is partly available.

**XV The particulars of facilities available to citizens for obtaining information, including the working hours of a library or reading room, if maintained for public use.**

As per the Right to Information Act, 2005 various authorities have been identified for making available the information. All Notifications and information's regarding the important matters of the Directorate and other branch offices are being displayed in the notice boards for public viewing. The citizen charter has been published from time to time.

**XVI The names, designations and other particulars of the Public Information Officers.**

The details are given in Annexure-IV.

**XVII Such other information as may be prescribed, and thereafter update these publications every year.**

The publication will be updated every year.

**Website of Transport Department - <http://rto.kar.nic.in>**

**E- mail - [transcom@nic.in](mailto:transcom@nic.in)**

**Sd/-**

(ಎಲ್. ನರೇಂದ್ರ ಹೋಳ್ಕರ್)

ಸಾರ್ವಜನಿಕ ಮಾಹಿತಿ ಅಧಿಕಾರಿ ಹಾಗೂ  
ಅಪರ ಸಾರಿಗೆ ಆಯುಕ್ತರು (ಆಡಳಿತ),  
ಸಾರಿಗೆ ಆಯುಕ್ತರ ಕಛೇರಿ, ಬೆಂಗಳೂರು.

**OFFICERS – TRANSPORT COMMISSIONER’S OFFICE**

Sl.No.	Name & Designation & Office address	Gross Salary/ Pay Scale
1.	Naveen Raj Singh, I.A.S., Commissioner for Transport, 1 <sup>st</sup> Floor, TTMC Building, Shanthinagar, Bangalore-560027 Ph: 080-22214900	As per super time scale admissible to IAS Cadre.
2.	L. Hemantha Kumara, Additional Commissioner for Transport & Secretary State Transport Authority, B'lore Ph: 080-22272461	48900-63600
3.	C.P. Narayana Swamy, Additional Commissioner for Transport (Enforcement) (South) Ph: 080-22236698	48900-63600
4.	L. Narendra Holkar, Additional Commissioner for Transport (Administration) Ph: 080-22235176	48900-63600
5.	M.P. Omkareshwari, Joint Commissioner for Transport (Environment & E-Governance) Ph: 080-22243717	36300-53850
6.	Financial Advisor -1 Transport Commissioner's office, Bangalore	28100-50100



	Ph: 080-22215482	
7.	Law Officer, Transport Commissioner's Office Ph: 080-	28100-50100
8.	Financial Advisor -2, Transport Commissioner's office, Bangalore Ph: 080-22243890	22800-43200
9.	N.S. Prakash, Asst. Regional Transport officer, KSTA, Bangalore	22800-43200

10.	Umesh Kumar M.B., Asst. Law Officer	22800-43200
11.	Byra Reddy M., Asst. Law Officer	22800-43200
12.	B.M. Jagadish, Assistant Secretary, Transport Commissioner's office, Bangalore	21600-40050
13.	Ajoy V., Console Operator, Transport Commissioner's office, Bangalore	22800-43200
14.	Sathyan H.C., Senior Inspector of Motor Vehicles Transport Commissioner's office, Bangalore	21600-40050

### **SUPERINTENDENTS**

Sl.No.	Name	Pay Scale
1.	Hanumanthappa	20000-36300
2.	Prahallad	20000-36300
3.	Sudhamani. M	20000-36300
4.	Jayanthi	20000-36300
5.	Premalatha	20000-36300
6.	B. Mahesh	21600-40500
7.	Prashanth. N.D.	21600-40500
8.	Vasudevachar	21600-40500

### **FIRST DIVISION ASSISTANTS**

Sl.No.	Name	Pay Scale
1.	Abdul Khadar Shareef	16000-29600
2.	Andru Luis Lobo	14550-26700
3.	Arun. B.P.	14550-26700
4.	Usha. B	14550-26700
5.	Chandrakanth. M.	14550-26700
6.	Chandramohan. S.	14550-26700
7.	Channaveerappa. A.V.	14550-26700
8.	Devaraj. G.	14550-26700
9.	Gangaram S. Naik	14550-26700
10.	Girish. M.K.	14550-26700
11.	Lakshmi Narayana Shetty	14550-26700
12.	Manjunath. M.V.	14550-26700
13.	Muthuraj. N.	14550-26700
14.	Nagarathnamma	14550-26700
15.	Nagarjuna.T.S.	14550-26700
16.	N. Rajanna	14550-26700
17.	Sanjeev Kumar	14550-26700

18.	Shanthkumar. K.R.	14550-26700
19.	Shashikumar. G.K.	14550-26700
20.	Shreedhar Murthy. K.M.	14550-26700
21.	Srinivas. Y.V.	14550-26700
22.	Thippeswamy. R.	14550-26700
23.	Umesh. M.V.	14550-26700

### **SECOND DIVISION ASSISTANTS**

Sl.No.	Name	Pay Scale
1.	Chetan Kumar. M.B.	11600-21000
2.	Rakesh. G.S.	12500-24000
3.	Ravi. B.R.	11600-21000
4.	Shashikumar. B.	12500-24000
5.	Srinivas. P.R.	11600-21000
6.	Yogendra. K.N.	11600-21000
7.	Usharani	11600-21000
8.	Rachithraju	11600-21000
9.	Manjunath. K.J.	11600-21000
10.	Madhusudhan. V.	11600-21000
11.	Vinu	11600-21000
12.	Manjunath. G.	11600-21000
13.	J. Gururaj	11600-21000
14.	Akshaya. C.M.	11600-21000

### **STENOGRAPHERS**

Sl.No.	Name	Pay Scale
1.	Nagaveni. R.	14550-26700
2.	Padmavathi. G.K.	14550-26700
3.	Pushpalatha. S.	14550-26700
4.	Ashadevi	14550-26700

### **TYPISTS**

Sl.No.	Name	Pay Scale
1.	Anupama S.	14550-26700
2.	Ramachandra Eralli	13600-26000
3.	Raviprakash. S.R.	14550-26700
4.	Renukamma	13600-26000
5.	Usharani. S.	13600-26000

6.	Basavaraj Kattimani	11600-21000
7.	Sujay Sainath Kulkarni	11600-21000
8.	Amaranatha Bendre. A.	11600-21000
9.	Shameem Dandharagi	11600-21000
10.	Sulochana B.C.	13600-26000

**DRIVERS**

Sl.No.	Name	Pay Scale
1.	C.N. Girish Babu	12500-24000
2.	H. Manjunatha	11600-21000
3.	T. Umapathi	12500-24000
4.	Krishna Murthy N.	13600-26000
5.	Prakash	13600-26000

**ATTENDERS**

Sl.No.	Name	Pay Scale
1.	Lakshmi Devi	11000-19000
2.	Janardhan	11000-19000
3.	S.V. Narayan	11000-19000
4.	Narayanaswamy Gowda	11600-21000
5.	Vijay Kumar	11600-21000
6.	Bhagya	11000-19000

**GROUP- D**

Sl.No.	Name / Sriyuths	Pay Scale
1.	Kempaiah. H.A.	11000-19000
2.	Krishnappa	11000-19000
3.	Revanna	11000-19000
4.	Ramesh. M.L.	11000-19000
5.	Srinivasulu	10400-16400
6.	Mahadevaiah. S.S.	9600-14550
7.	Santhosh Kumar. V.	9600-14550
8.	Suresh. S.	11000-19000
9.	Thimakka	9600-14550
10.	Vishwanath	11000-19000
11.	Girish	11000-19000