

Transport (Technical) and communicated to all concerned before end of April each year. Approved garages should be registered in the office of the R.T.O.

2. A standard cost against each item of the repair work is to be fixed which would be approved by the Transport Commissioner, Orissa and circulated to all concerned positively before end of April every year. The standard cost prescribed shall remain valid till end of April of the next financial year.

3. Spare parts should be purchased from authorised dealers of the manufacturer wherever such dealers are available. For places where such authorised dealers of the manufacturers are not available, a list of shops selling genuine parts should be circulated by the Inspector of Motor Vehicles from whom such purchases are to be made. The officer-in-charge of the vehicle should purchase the parts from any such approved shops. When spare parts are purchased from shops other than the authorised dealers and approved shops the same should be got checked by the Inspector of Motor Vehicles who after check should record his findings. An undertaking should be obtained by Inspector of Motor Vehicles from the approved firms/shops that he should be liable for damages in case the supplies are proved to be spurious.

4. Selection of the repairs/garages/shops (for purchase of spare parts) is to be done by the M.V.I. (Technical) on the basis of competitive quotations/Tenders keeping in view the efficiency of performance of the tenderers in all respects.

5. In case of minor repairs of urgent nature, the Officer-in-charge of the Vehicles may do it without consulting Inspector of M. V. (Tech.). The total cost of such minor repair during a Financial Year should not exceed Rs. 500.

6. The M. V. I. (Tech.) should check the vehicle after repair and should specifically record that all spare parts purchased have been fitted in the vehicle. A certificate shall be furnished by the garage repairing the vehicle to the effect that he has received the parts and has actually fitted those in the vehicle. In case of any lapses in this regard, the garage should be blacklisted.

7. The Inspector of Motor Vehicles should also indicate the period by which the repair should be completed by the garage while giving his report for repair of the vehicle.

8. The bills of the Garage/Shop/repairer should be cleared complying all formalities within 15 days of performance. This means that the Officer-in-charge of the vehicle should not take up repair work, etc. if he does not have or is not likely to have sufficient funds by the time the work is complete.

9. The W. V. I. (Technical) should review performance of garage/shops concerned every year and shall report to Collector and Deputy Commissioner, Transport (Technical). Surprise check on garages should be done by the representatives of Commissioner of Transport.

The above procedure will come into force with immediate effect. Formal amendment to the Rules regulating control and use of Government vehicles will be issued in due course.

This has been concurred in by Commerce & Transport (Transport) Department, vide their U. O. R. No. 27-T., dated the 11th July 1989.

P. K. PATNAIK

Commissioner-cum-Secretary
to Government

No. 3768—Codes-8/90-F.

GOVERNMENT OF ORISSA

FINANCE DEPARTMENT

NOTIFICATION

Bhubaneswar, the 5th February 1990

The Governor has been pleased to order that the following amendment shall be made in the Rules Regulating Control and use of Government Vehicles prescribed in Finance Department notification No. 41750/F., dated the 29th July 1978.

AMENDMENT

In the said rules—

(i) Rule-18 shall be substituted by the following :—

"18-Except the Departments, which have their Departmental workshops, repairs of Government Vehicles shall be entrusted to garages at District and Sub-divisional Headquarters to be selected by the Inspector of Motor Vehicles (Tech.) and approved by the Deputy Commissioner, Transport (Technical) and communicated to all concerned before end of April each year. Approved garages should be registered in the Office of the R. T. O. Departments having their own workshop shall get repairs done Departmentally".

(ii) Rule-19 shall be substituted by the following :—

"19-Repairs/replacements of parts other than Tyres, Tubes and batteries shall be regulated in the manner as follows :—

(i) A standard cost against each item of the repair work is to be fixed which would be approved by the Transport Commissioner, Orissa and circulated to all concerned positively before end of April every year. The standard cost prescribed shall remain valid till end of April of the next financial year.

(ii) Spare parts should be purchased from authorised dealers of the manufacturer wherever such dealers are available. For places where such authorised dealers of the manufacturers are not available, list of shops selling genuine parts should be circulated by the Inspector of Motor Vehicles from whom such purchases are to be made. The Officer in charge of the vehicle should purchase the parts from any such approved shop. When spare parts are purchased from shops other than the authorised dealers and approved shops the same should be got checked by the Inspector of

Motor vehicles who after check should record his findings. An undertaking should be obtained by Inspector of Motor Vehicles from the approved firms/shops that he should be liable for damage in case the supplies are proved to be spurious.

(iii) Selection of the repairers garages and shops (for purchase of spare parts) is to be done by the M. V. I. (Tech.) on the basis of competitive Tenders keeping in view the efficiency of performance the tenderers in all respects.

(iv) In case of minor repairs of urgent nature, the Officer-in-charge of the vehicles may do it without consulting Inspector of M. V. (Tech.). The total cost of such minor repair during a financial year should not exceed Rs. 500. In all other cases estimates of repairs/replacement of parts other than tyres, tubes and batteries be framed or checked by the Motor Vehicle Inspector or a Technical Officer of equivalent rank before repairs are undertaken.

(v) The M. V. I. (Tech.) should check the vehicle after repair and should specifically record that all spare parts purchased have been fitted in the vehicle. A certificate shall be furnished by the garage repairing the vehicle to the effect that it has received the parts and has actually fitted those in the vehicle. In case of any lapse in this regard, the garage should be black-listed.

(vi) The Inspector of Motor Vehicles should also indicate the period by which the repair should be completed by the Garage while giving his report for repair of the vehicle.

(vii) The bills of the Garage/Shop/repairer should be cleared complying all formalities within 15 days of performance. This means that the Officer-in-charge of the

vehicle should not take up repair work etc. if he does not have or is not likely to have sufficient funds by the time the work is complete.

- (viii) The M. V. I. (Technical) should review performance of garage/shops concerned every year and shall report to Collector and Deputy Commissioner, Transport (Technical). Surprise check on garages should be done by the representatives of Commissioner of Transport".

P. K. PATNAIK

Commissioner-cum-Secretary to Government

No. 1135--XIX-Aud-1/90-F.
GOVERNMENT OF ORISSA
FINANCE DEPARTMENT

Bhubaneswar, the 7th March 1990

From

Shri P. K. Patnaik,
Commissioner-cum-Secretary to
Government, Finance Department.

To

All District Audit Officers

Subject—Review of monthly progress reports on programme and achievements of L.F.A. Organisation.

Sir,

I am directed to say that the review of the Monthly Progress Reports reveal that the over-all performance of the L. F. A. Organisation is not up to expectation. Follow up action arising out of the Audit Reports are not being taken up with a sense of urgency and action in this score is rather routinised. Audit Officers are therefore required to reorient the audit staff under his control by adhering to following guidelines.

1. Punctuality in submission of the Monthly Progress Report must be maintained :—

2. The D. A. Os. are squarely responsible for the short fall of the Annual Audit Programme. The D. A. Rs. should be reviewed

on the spot on the succeeding day, of the date of completion of audit and in the presence of the Auditors concerned.

3. The efficiency of an Auditor/Supervising Officer in the filed largely depends on how best he succeeds in having common objections removed before the report is finalised for approval and they should also make it a point to see that the objections raised are *bona fide*, valid and qualitative. Instead of raising flimsy objections as a matter of routine, the supervising officers should see that persistent irregularities are avoided as far as possible.

4. The Check Register of Audit Reports should always be made up to date. Compliance to the last and previous audit reports should be called for during the course of audit/review/inspection and verified on the spot and the result recorded in the current audit reports/review and inspection notes.

5. The District Collectors should be requested to convene District Triangular Committee meetings for review of outstanding audit objections and their compliances.

6. Surcharge action on Audit Report in respect of statutory audits should be geared up. Responsibility under Section 9 of the O. L. F. A. Act 1948, should be correctly fixed and present whereabouts of the delinquent persons invariably obtained and recorded in the reports. Utmost care should be taken and surcharge cases dealt with judiciously. All appeal cases should be dealt promptly and referred to Government with comments without loss of time.

7. Full information should be furnished with explanatory notes in the annexures to the Monthly Progress Report. The D. A. O. should ensure the correctness of the M.P.R. and up dating of basic records/registers by the end of each month to which the M.P.R. relates.

8. The provisions of O. L. F. A. 1948, Rules, Executive Instructions and Government orders issued so far, should be scrupulously adhered to.

Yours faithfully

P. K. PATNAIK

Commissioner-cum Secretary to
Government