

From

The Director Higher Education, Haryana,  
Shiksha Sadan, Sector-5, Panchkula.

To

Vice Chancellor  
All State Universities

Principals

1. All the Govt. Colleges
2. All Non Govt. Aided Colleges  
( in the State of Haryana. )

Memo No. 11/2-2019 NPE(2)  
Dated, Panchkula, the 30/7/19

**Subject:- Immediate necessary action regarding the minutes of the meeting held on 13.6.19 under the chairmanship of Sh. Dhanpat Singh, IAS, Additional Chief Secretary to Govt. Haryana, Transport Department Chandigarh. regarding issuance of learner licence by the Heads of Educational Institutes to their students.**

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Kindly refer to the subject cited above.

In this connection it is stated that a meeting was held on 13.6.19 under the Chairmanship of Sh. Dhanpat Singh, IAS, Additional Chief Secretary to Govt. Haryana, Transport Department, Chandigarh, regarding issuance of learner licence by the Heads of Educational Institutes to their students. Minutes of the meeting has been received from the Transport Commissioner, Haryana Chandigarh vide their letter 24178-91 dated 28.6.19 and same is enclosed herewith for further necessary action at your end. Therefore, it is requested to expedite the process to take further necessary action as per the minutes under intimation to this office and also send the names of the nodal officer & one clerk with their contact No. within two days on e-mail at hechrynpe@gmail.com.

Please treat it as most urgent.

Encl: as above

Endst No. Even

1. A copy is forwarded to the Deputy Director Co-ordination with the request to take further necessary action in the matter along with the copy of order of W/DHE.

*M. Mehta*  
30.7.19  
Deputy Director NPE  
for Director Higher Education,  
Haryana, Panchkula  
Dated, Panchkula, the 30/7/19

*M. Mehta*  
30.7.19  
Deputy Director NPE  
for Director Higher Education,  
Haryana, Panchkula



GOVERNMENT OF HARYANA / हरियाणा सरकार  
**TRANSPORT COMMISSIONER, HARYANA, CHANDIGARH**  
परिवहन आयुक्त, हरियाणा, चंडीगढ़

~~DD(NPE)~~ ~~3/7/19~~ Please put up file urgently.  
Supd. (NPE)

2044 WPS!  
4/7/19

To

1. Sh. Raj Narain Kaushik, IAS, Director, Medical Education and Research, Haryana.
2. Sh. K.K. Kataria, Director General, Technical Education, Haryana.
3. Sh. P.S. Narwal, Additional Director, Industrial Training and Skill Department, Haryana.
4. Sh. Narinder Pal, Deputy Director, Technical Education, Haryana.
5. Smt. Madhu Mehta, Deputy Director, NPE, Higher Education, Haryana.
6. Sh. Narinder Pal, Deputy Director, Technical Education Department, Haryana.
7. Sh. Manoj Saini, Assistant Director(Tech), Skill Development & Industrial Training Department, Sector-3, Panchkula, Haryana
8. Sh. Sanjay Sharma, Coordinator, NIC.
9. Dr. Deepak Sharma, Chief Skill officer, Haryana Skill Development Mission, Plot No. IP-2, Sector-3, Panchkula Haryana.
10. Sh. Deepak Kumar, Project Manager, Haryana Skill Development Mission, Plot No. IP-2, Sector-3, Panchkula.
11. Sh. Tilak Mehta, Under Secretary Transport.

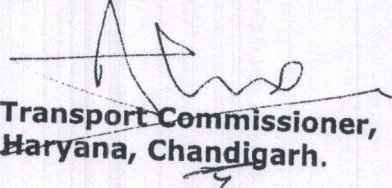
No. 24178-91 /AT-3/DST  
Dated 28/6/2019

**Subject :** Minutes of the meeting held on 13.06.2019 under the Chairmanship of Sh. Dhanpat Singh, IAS, Addl. Chief Secretaries Government of Haryana, Transport Department, Chandigarh regarding issuance of learner's driving licence by the Heads of Educational Institutes to their students.

Reference on the subject cited above.

Please find enclosed herewith a copy of the Minutes of the meeting on the above cited subject held on 13.06.2019 under the Chairmanship of Sh. Dhanpat Singh, IAS, Addl. Chief Secretary to Government of Haryana, Transport Department, Chandigarh for kind information and immediate necessary action.

Encl: As above

  
for Transport Commissioner,  
Haryana, Chandigarh.

Endst No. /AT-3/DST

Dated

A copy of above alongwith minutes is forwarded to the following for information:-

1. Secretary/ACS(T) for kind information of Additional Chief Secretary to Government of Haryana, Transport Department
2. PS/TC for kind information of Transport Commissioner.
3. Steno/ATC for kind information of Additional Transport Commissioner.

- sd -  
for Transport Commissioner,  
Haryana, Chandigarh.

**Minutes of the meeting held on 13.06.2019 under the Chairmanship of Sh. Dhanpat Singh, IAS, Addl. Chief Secretaries Government of Haryana, Transport Department, Chandigarh regarding issuance of learner's driving licence by the Heads of Educational Institutes to their students.**

Following officers were present in the meeting:

1. Sh. Raj Narain Kaushik, IAS, Director, Medical Education and Research.
2. Dr. Virender Kumar Dahiya, IAS, Transport Commissioner, Haryana.
3. Sh. Virender Lather, IAS, Additional Transport Commissioner, Haryana.
4. Sh. K.K. Kataria, Director General, Technical Education.
5. Sh. P.S. Narwal, Additional Director, Industrial Training and Skill Department, Haryana.
6. Sh. Narinder Pal, Deputy Director, Technical Education.
7. Smt. Madhu Mehta, Deputy Director, NPE, Higher Education.
8. Sh. Narinder Pal, Deputy Director, Technical Education Department.
9. Sh. Manoj Saini, Assistant Director(Tech), SDIT, Haryana
10. Sh. Sanjay Sharma, Coordinator, NIC.
11. Dr. Deepak Sharma, Chief Skill officer, HSDM.
12. Sh. Deepak Kumar, Project Manager, HSDM, Panchkula.
13. Sh. Tilak Mehta, Under Secretary Transport.

At the outset, Transport Commissioner, Haryana welcomed all the officers of participating departments and apprised them that at present, Sub Divisional Officers (Civil) are the licensing authorities for the grant of learner's driving licence for non-transport vehicles. He further added that since students face lot of difficulties in getting their learner's driving licence issued from the offices of the Licensing authorities and they have to miss their classes, therefore, the Hon'ble Chief Minister on the occasion of 1<sup>st</sup> November, 2018 (Haryana Day) announced that the powers to issue Learner's Driving license and test of competence for regular driving license would be delegated to Heads of Educational Institutes in respect of students studying in such institutes. Accordingly, suitable amendments in the Haryana Motor Vehicles Rules have been made.

Additional Chief Secretary to Government of Haryana (Transport Department) apprised that to put the system in place, a standard operating procedure(SOP) being followed by the licensing authorities in the State is required to be adopted by the educational institutes. He further emphasized that certain requirements are also to be fulfilled beforehand for commencement of the project in time.

It was observed that the following requirements are there to put the system in place.

o **Requirement of Space:**

- One room for counter/desk for the submission of applications by the students and verification of documents by the concerned official.
- One room/cabin for carrying out the STALL test.

- o **Hardware**
  - Three computers alongwith printers and UPS 2 KVA(minimum).
  - HD Webcam Web Camera and Digital Signature pad.

- o **Specification of Hardware**
  - Intel(R) Core i5 processor (if other processor then equivalent to i5)
  - 4GB RAM (Minimum)
  - 1TB Hard Disk (Minimum)
  - 64 bit operating system

- o **Manpower**
  - One Data Entry Operator
  - One Clerk
  - One Licensing Officer

- o **Connectivity**
  - Dedicated 4 Mbps leased line

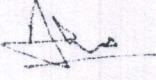
After detailed deliberations, the following decisions were taken :-

- The rooms/space/cabin for the counter/desk for submission of applications by the students and verification of documents and for carrying out the STALL test will be provided by the concerned educational institutes.
- The computers alongwith printers, UPS, Web Camera and Digital Signature with above mentioned specifications will be provided/procured by the educational institutes.
- Manpower i.e. One Data Entry Operator and One Clerk will be deputed by the educational institutions concerned. A dedicated Nodal Officer for the project will also be deployed by the institutions. Head of the Institute will be designated Licensing Officer (for issuing Learner's Driving Licence).
- A dedicated 4Mbps lease line will be arranged by the educational institutions.
- Training of Sarathi software will be provided in the office of the SDO(C)-cum-Licensing Authority (motor Vehicles driving licences)concerned.

It was further decided that all the educational institutes will provide the details of the Nodal Officer, Data Entry Operator, Clerk and or other Officials to be deputed for the purpose in the following proforma :-

Sr. No.	Name of the Officer/Official	Designation	Mobile No.
1.			

- They will also submit an undertaking that requisite furnished office space will also be provided within the Institute campus alongwith computer hardware/software to implement this scheme.
- List of total no. of Universities/Institutes/Colleges and ITIs etc. will be provided by the concerned department.
- Training of the concerned personnel of the educational institutes will be arranged by SDO(C)-cum-Licensing Authority concerned.

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- Software to be used for issuance of learner's driving licence and conducting STALL test is web based portal namely Sarathi ([www.parivahan.in](http://www.parivahan.in)). The user id and password will be provided by Coordinator of NIC to the educational institutes on receipt of requisite location.
  - The system of issuance of learner's driving licence is jurisdiction based. Hence, the issue of jurisdiction of the educational institutes will be taken up with NIC office to make necessary changes/amendment in the software.

The meeting ended with a vote of thanks to the chair.