

KERALA PUBLIC WORKS DEPARTMENT

Inventory of departmental vehicles 2009-10

<i>Sl. No.</i>	<i>Name of office</i>	<i>Type of vehicle</i>	<i>Make/ model and year of manufacture</i>	<i>Registration No.</i>	<i>Present condition of the vehicle</i>	<i>Officer in charge of vehicle</i>	<i>Whether replacement required or not</i>	<i>Details of new vehicles required</i>
1	2	3	4	5	6	7	8	9
I								
II								
III								
IV								
V								

NOTES: (i). Use additional sheets if required. (ii). Enter the full address of the Circle/Division/Sub Division to which the vehicle belongs in column 2. (iii). Indicate the type of vehicle as Car/Jeep/Tanker etc in column 3. (iv). The name and contact number of the officer maintaining the vehicle should be shown in column 7. (v). In column 8, note the type of vehicle required as replacement briefly indicating the need for urgent replacement. (viii). If a new vehicle is required additionally, give details in column 9.

PLEASE SUBMIT A COPY OF THE REPORT BY RETURN FAX AND/OR BY E-MAIL TO pwdhrdcell@yahoo.com

Signature:

Name & Designation of Head of Office:

Name of Circle/ Division: