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**राष्ट्रीय प्रौद्योगिकी संस्थान, दुर्गापुर**  
NATIONAL INSTITUTE OF TECHNOLOGY, DURGAPUR  
MAHATMA GANDHI AVENUE, DURGAPUR-713209  
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**An Autonomous Institution of the Govt. of India under MHRD**

Ref: NITD/EST/Security/01/13 (Vehicle Sticker)

Date: 02.01.2013

Circular

As decided by the Competent Authority of the Institute, vehicle / car stickers will be issued to employees who have vehicle registered either in his / her name / or in the name of their dependent as recorded in their service document.

The following conditions need to be fulfilled for issue of vehicle / car sticker.

Conditions for issue of vehicle stickers: -

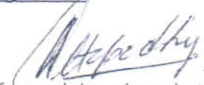
The following points to be strictly followed by the owner of the vehicle i.e. employees of NIT Durgapur and their dependents as recorded in their service document.

- i. Vehicle should be registered in the name of the employees of NIT Durgapur / their dependents as recorded in their service document.
- ii. Person driving the vehicle must have the valid driving licence for the type of vehicle he is driving.
- iii. All statutory documents like Blue Book, Insurance Cover documents etc. related with the said vehicle should be up to date in all respects and be produced on demand.
- iv. Maximum speed limit within the campus will be 20 KM per hour.
- v. Use of car sticker is only for easy identification of the vehicle during entry / exit in NIT Durgapur Campus, not for any other use. However guard on duty may check the vehicle at any point of time for security reason.
- vi. All employees who are the owner of vehicle may apply for vehicle stickers in the prescribed format to the Manager (HES).
- vii. It is the responsibility of applicant to deposit the sticker(s) as and when he/ she no longer remains an employee of NIT Durgapur.
- viii. Replacement of vehicle sticker will be done (on payment) if it is defaced / discoloured / mutilated.
- ix. During replacement, old vehicle sticker shall have to be deposited to the issuing authority.
- x. Place of fixing / pasting of the sticker – (1) for cars: the sticker will be fixed / pasted on front glass (wind screen) left corner. (2) for two wheelers any place at the front which will be easily visible.
- xi. Vehicle without sticker / guest vehicle may be allowed after proper checking at the gate.
- xii. The vehicle / car sticker does not have any value in the Hon'ble Court of Law.
- xiii. Institute reserves the right to cancel any vehicle sticker at any point of time without showing any reason.

An amount of ₹ 32.00 (towards cost of sticker & application form) need to be deposited in Institute Cash Section after collection of Bill from Estate Section.

Interested employees may apply for issue of vehicle / car sticker.

  
Registrar

 02/01/13

Copy to: All Head of Departments / Sections / Centres / Central facilities – for wide circulation among the members of their respective Department / Section / Centres / Central facilities.