



## GOVERNMENT OF KERALA

### Abstract

Transport Department-Institutions conducting training to the drivers of vehicles carrying dangerous and hazardous goods-Guidelines approved-Orders issued.

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### TRANSPORT (B) DEPARTMENT

G.O.(Rt)No.120/2023/TRANS Dated,Thiruvananthapuram, 22-03-2023

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Read 1) G.O.(Rt.) No.71/2018/Trans dated 19/02/2018.

2) Letter No.C1/66/2022-TC dated 14/02/2023 from the Transport Commissioner.

### ORDER

Government have prescribed syllabus for the training programme to the drivers of vehicles carrying hazardous goods across the State of Kerala as per the G.O. read as 1<sup>st</sup> paper above. However specific guidelines, such as, infrastructure facilities , qualifications of the staff etc . have not been prescribed in this regard.The Transport Commissioner vide letter read as second paper has proposed Guidelines for the institutions conducting training to the drivers of vehicles carrying hazardous goods in the State.

Government have examined the matter in detail and are pleased to approve the guidelines, appended herewith , to the institutions conducting training to the drivers of vehicles carrying dangerous and hazardous goods.

(By order of the Governor)

BIJU PRABHAKAR  
SECRETARY

To:

Transport Commissioner, Thiruvananthapuram

The Principal Accountant General (Audit), Kerala, Thiruvananthapuram

Stock File/Office Copy

Forwarded /By order

Section Officer

**Guidelines for according sanction to start institutions for conducting training to the drivers of vehicles carrying dangerous and hazardous goods**

The drivers of the vehicles which carries goods having Dangerous and Hazardous nature as per Table III of Rule 137 of Central Motor Vehicles Rules, 1989 must have a special endorsement required on their license as per Section 14(2)(a) of Motor Vehicle Act,1988. This endorsement is to ensure that only properly trained and skilled drivers are handling such vehicles carrying Dangerous and Hazardous goods and license validity restricted to 3 years from endorsement. This endorsement on the license is based on a course as per the syllabus prescribed in Rule 9 of Central Motor Vehicles Rules, 1989 conducted by any institute recognized by the state Government. At present there is no standardization on the functioning of these institutes across the State. Hence the following guidelines including the basic requirements, functioning, monitoring and control of these institutions.

### **Basic infrastructural Requirements of Institutes.**

The institutes shall have following infrastructural facilities so as to meet the basic training mandated as per syllabus prescribed in Rule 9 of Central Motor Vehicles Rules, 1989.

1. Smart class facility (including Audio visual equipment, overhead projectors etc.) with minimum seating capacity of 16 trainees having an area not less than 225 Sq.Feet.
2. Demonstration Room having an area not less than 225 Sq.Feet.
3. Office Room/Staff room for the Faculty and Staff.
4. Reception with Communication Facility and internet connectivity.
5. Various Types of Fire Extinguishers/Fire Fighting Equipments (DCP, Water, Foam, Sand Bucket, CO2, ABC-Mono Ammonium Phosphate etc) displaying at Demonstration Hall.
6. Fire Hazard protection equipment such as PPE Kits, Gloves, Safety Goggles, Safety Shoes etc.

7. First Aid kit, Rubber body dummy to explain artificial breathing (CPR).
8. Display of all Class labels prescribed in Rule 137 in actual size.
9. Display of various types of valves used in Liquid Carriers, Gas Carriers etc.
10. Library facility with Reference books related to the Syllabus prescribed in Rule 9 of Central Motor Vehicles Rules, 1989.
11. Open Land in the premises of the institute for Practical Mock drill facility (fire fighting).
12. Heavy Goods Carriage Vehicles having an age not less than 15 Years and parking facility within the premises.

### **Faculty of Institute.**

There shall be minimum two permanent Expert faculties in the relevant field of Automobile Engineering and Fire Safety in the institutions with Minimum Qualifications.

1. Diploma in Automobile / Mechanical Engineering. Thorough knowledge in (Driving) Regulations 2017, Traffic Signs and Road Markings. Heavy Vehicle Driving License with 5 year experience.

2. Diploma in Fire Safety Engineering or minimum 10 year experience in a Government Undertaking as Fire Operator and Fire & Safety Operator. Preferably expert in Fire and Safety Management and minimum experience of 5 years in reputed institutions / Companies/ Government.

### **Functioning of Institutes.**

1. The institute shall conduct training for 3 days to every trainee and issue to every eligible person a certificate of having successfully passed the course.

2. The training hours per day shall be minimum 5 hours excluding brake

time and it should be between 09.00 am and 5.00 pm.

3. The training shall be conducted only as a batch from day 1 to 3.
4. One batch shall be limited to 16 applicants and the institution can increase the number of batches subject to the availability of faculty and facility (Separate class rooms, additional faculty etc).
5. The institute shall issue Certificate to every eligible candidate which includes Institute Name, Institute License No, Name of the trainee, Motor Driving License No, Period of Training and Trainee's Registration Number in the institute.
6. Bio-metric attendance facility of the students should be provided at the beginning and at the end of each day's class.

### **Monitoring of Institutes**

1. Every institute shall maintain a Register having the following details of each applicant undergoing training.
  - (a) Name of the Trainee
  - (b) Address
  - (c) Motor Driving License Number
  - (d) Contact Number
  - (e) Period of Training (From .... to ....)
  - (f) Issued Certificate Number
2. The Licensee / institute has to furnish the monthly extract of the Register on the 5<sup>th</sup> day of very next month to the concerned Joint RTO / RTO having jurisdiction, through e-mail.
3. The concerned Joint RTO / Motor Vehicles Inspector shall inspect the institute once in every six months, ascertain the functioning of the institute and verify the Register maintained in the institute.

### **Validity of Institute License**

1. For fresh Institute, the validity of license is 5 years from the date of issue of institute license.
2. Permissions issued to all existing institutes should be limited to **31/12/2023**.

The institute name shall be removed from the Parivahan WebSite of "Approved Hazardous Training Centres list" by MoRTH upon the expiry of Centre's License.

### **Application for Fresh issue / Renewal of license of Training Institute for Drivers of goods carriages carrying dangerous or hazardous goods.**

An application for the fresh/renewal of Hazardous Goods Drivers Training Institute may be submitted at the office of the Transport Commissioner in the prescribed form attached here with along with the photographs of the Institutions and prescribed fee.

Application may be allowed to submit maximum 60 days prior to expiry of the existing license as per the fee prescribed by the State Government.

The Inspection Certificate may be submitted by the Motor Vehicles Inspector of the concerned jurisdiction within 30 days of the receipt of Inspection memo.

### **Application Fees**

An application fee of Rs.25,000/- for fresh as well as renewal of license of Hazardous Goods Driver Training Centres.

### **Suspension or Cancellation of License of Training Institute**

If there is sufficient reason to believe that, the Hazardous Training Institute violates any of the aforementioned conditions, the Transport Commissioner / License Issuing Authority can Suspend or Cancel the License issued to a Hazardous Training Institute after giving an opportunity of being heard to the Licensee of the Institute. It may be given a time of 7 days to the owner of the Training Institute to submit his explanation from the date of receipt of show cause notice. The following situations can lead to the suspension / Cancellation of the License.

1. Lack of availability / maintenance of facilities as mentioned in basic infrastructural requirements of institutes.
2. Lack of qualified faculties in the institute / training by persons not having prescribed qualifications.
3. Flaws of functioning of institute such as Training Time, Issue of Training Certificate to applicants without training / without training as per Syllabus and any other criteria mentioned in functioning of institutes.
4. Lack of maintenance of Trainees Register, Bio-metric Attendance and non submission of extract to the concerned RTO / Jt.RTO in time.
5. Any acts from the side of Institute which are against the provisions of Motor Vehicles Act 1988, Rules made there under and the Law and Order standing in the State of Kerala.

If the Licensee is found to repeat violation of the conditions stipulated, steps shall be taken to cancel the License of that training institutes.

### **Course Fee**

A minimum fee of Rs 5,000/- for 3 days course as per syllabus from each candidate by the institute is recommended. However, the institute shall have the liberty to collect higher course fee from the applicants proportionate to the facility rendered.

**FORM – 1****APPLICATION FOR FRESH ISSUE / RENEWAL OF LICENSE  
OF THE INSTITUTE FOR CONDUCTING TRAINING TO THE  
DRIVERS OF GOODS CARRIAGES CARRYING DANGEROUS  
OR HAZARDOUS GOODS**

1. Name of the Applicant
2. Address
3. Contact No.
4. Email ID
5. RTO /Jt RTO Jurisdiction
6. Existing License No./ Fresh
7. Validity (if existing License)
8. Address of Institute
9. Local Authority license validity; if any
10. Area of Class Room
11. Area of Demonstration Hall
12. Mock Drill Facility / Field Training Area
13. Details of Permanent Faculty
  - (a) Faculty 1 (Automobile )
    - Name & Address
    - Qualifications
    - Experience
  - (b) Faculty 2 (Fire Safety)
    - Name & Address
    - Qualifications
    - Experience

## 14. Details of vehicle attached

Reg. No.

Model of the Vehicle

Tax

CF

Permit

IC

## 15. I have paid the fees of Rs. ....

I hereby declare that the particulars given above are true to the best of my knowledge and belief.

Name :

Signature of the Applicant :

**Format of license for the Institutes****FORM- II****LICENSE FOR THE ESTABLISHMENT OF AN INSTITUTE TO  
CONDUCT TRAINING FOR THE DRIVERS OF GOODS**

**CARRIAGE CARRYING DANGEROUS OR HAZARDOUS GOODS**

(See Rule 9(1) CMV Rules 1989)

License No .....

License is hereby granted for the establishment of an institute to conduct training for the drivers of goods carriages carrying dangerous or hazardous goods.

Name and Address of the License holder.

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Name and address of the Institute

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The institute shall be functioned subject to the provisions of rule 9 of the Central Motor Vehicles Rules 1989.

The License is valid from ..... to .....

Signature

Dated ..... Seal and Designation of the issuing authority

The License is hereby renewed from ..... to .....

Signature

Dated ..... Seal and Designation of the issuing authority