

**GUIDELINES FOR  
DIRECT BENEFIT TRANSFER  
SCHEME  
FOR  
DRIVERS AND CONDUCTORS OF  
INTER DISTRICT PASSENGER  
BUSES**

**(Approved by the Cabinet on 19<sup>th</sup> August  
2021)**

**Guidelines for Direct Benefit Transfer Scheme for  
Drivers and Conductors of Inter District Passenger Buses**

## **1. BACKGROUND**

Due to the sudden spurt in COVID infection cases in the second wave, the Govt. had to take immediate steps to contain the spread of virus and save lives of the people. Accordingly, the movement of inter district passenger buses had to be stopped. Due to the ban of inter district movement, the workers engaged in public transport vehicles faced immense financial hardship. The Cabinet, with an aim to provide relief on humanitarian ground to the workers engaged in passenger transport vehicles plying on the inter district routes, has decided to provide a one-time financial assistance of Rs. 10,000/- (Ten thousand) only per beneficiary to the Drivers, Conductors and Handymen engaged in public transport Buses plying on Inter District routes (max 3 person per vehicle).

## **2. ELIGIBILITY**

1. Driver, Conductor and Handyman of buses plying on Inter District Routes. Inter district bus shall mean a bus (passenger capacity of more than 16 person) having permit to ply between two or more than two districts including interstate buses registered in Assam.

## **3. BUDGETARY PROVISION**

The budgetary provision shall be Rs. 10,000/- per person for 20,000 buses (maximum 3 person per vehicle). An amount of 0.5% of the scheme outlay shall be committed towards administrative expenses, which shall include the amount required for development and support of online portal and API by AMTRON. Transport department shall move to the finance department for allocation of fund for the scheme.

## **4. PROCESS FLOW**

The implementation process of the scheme shall comprise of the following sequential steps:

- 4.1 Launch of the scheme:** The scheme shall be formally launched through opening of an online portal for receipt of applications and grant of the benefit under the scheme through advertisement in print, electronic and social media.
- 4.2 Development of the Portal:** A web-based portal shall be developed by AMTRON for receiving of online application by the eligible candidates. The portal developed for the scheme shall draw data of inter district buses from the Vahan portal of the Govt.
- 4.3 Receiving of application through online portal:** The owner of the bus having inter district permit shall register on the portal with their active mobile number and fill up the application online. The following shall be the process of application.
  - a) **Registration:** The owner of the vehicle shall register on the scheme portal with their active mobile number and enter the OTP received on their mobile number to complete the registration.

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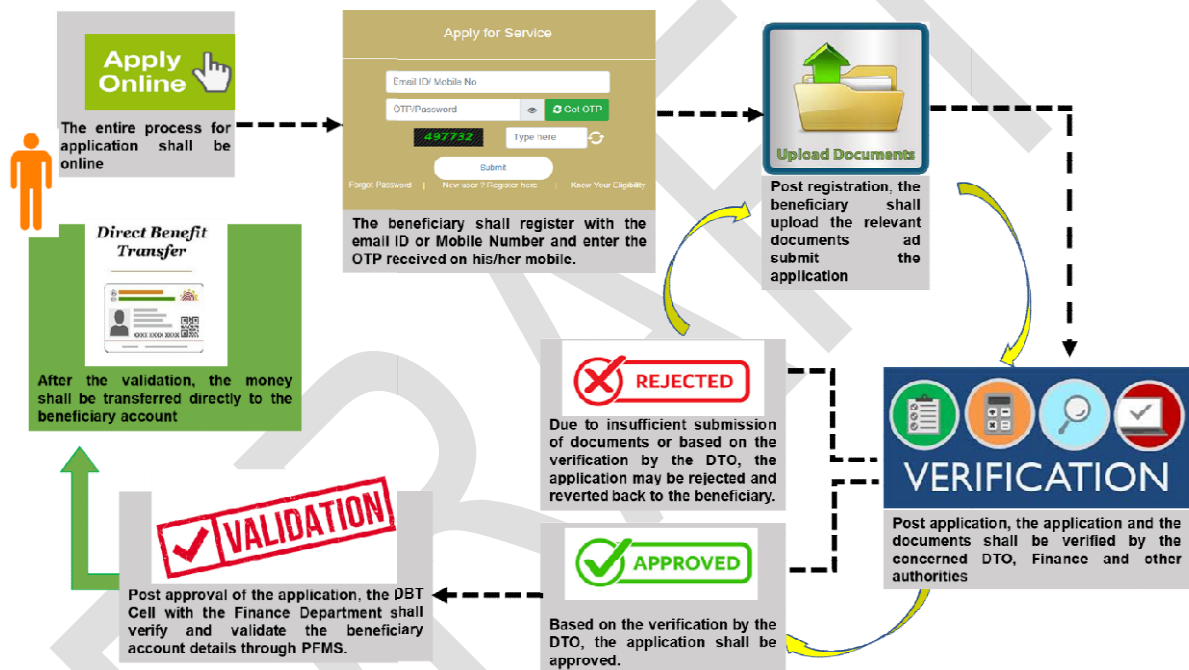
- b) **Filling up of e-form:** After the registration, the owner shall fill up the following details online:
- i. Name of the Driver, Conductor or Handyman (maximum 3 per bus)
  - ii. Address of the Driver, Conductor or Handyman
  - iii. Bank details of the Driver, Conductor and handyman (account number, account holder's name, bank name and branch, IFSC Code)
- c) **Upload of documents:** After filling up the e-form, the owner shall upload the following documents:
- i. Govt. issued Proof of Identity and address of the owner of the vehicle (Aadhar, EPIC, Passport, Driving Licence etc.)
  - ii. Govt. issued Proof of identity and address of the Driver, Conductor and Handyman (Aadhar, EPIC, Passport, Driving Licence etc.) Driving Licence shall be compulsory for Drivers.
  - iii. Proof of address of the Driver, Conductor and Handyman (Aadhar, EPIC, Passport, Driving Licence etc.)
  - iv. Bank details of the Driver, Conductor and Handyman. Scanned copy of the Bank Passbook of the beneficiary shall be uploaded.
- d) **Declaration and submission of the e-application:** After filling up the e-form and uploading of the documents on the portal, the owner of the vehicle shall click the declaration regarding genuineness of the information submitted.

**4.4 Verification of the beneficiary details by the concerned DTOs:** After the receipt of the application online through the portal, the same shall be verified by the concerned District Transport Officer. The process of verification shall be as follows:

- a) The District Transport Officer shall be provided with login access to the portal for accessing the applications pertaining to their district.
- b) The DTO shall verify the submitted documents in online portal with the original documents available in office records.
- c) The DTO, through their MVI or EI, shall conduct physical verification of the vehicle, if required, to ensure that the vehicle is in running condition and under operation on the route as mentioned in the application.
- d) In case of insufficient documents, a system generated message shall be forwarded to the owners of the vehicle on their registered mobile number mentioning the details required and requesting to resubmit the document again.
- e) Once the verification is completed, the DTO shall approve or reject the application as the case may be. DTOs may consult the Transport Association in case of any confusion.

- 4.5 Forwarding the verified beneficiary details to Transport Department:** After the verification process by the DTOs is completed, the approved applications shall be auto forwarded to the Transport Department for further necessary action.
- 4.6 Verification of the Bank details:** The Transport Department shall forward the approved list of the beneficiaries to the DBT cell of the Finance Department. The DBT cell of the Finance Department shall validate the beneficiary details (name, account number, IFSC Code etc.) through the PFMS.
- 4.7 Transfer of money on DBT mode:** After the bank account details of the beneficiaries are verified and validated through the PFMS, the Transport Department shall initiate the DBT in the beneficiary's account number.

The following is the diagrammatic representation of the process flow:



## 5. PUBLICITY

The department shall ensure sufficient publicity of the scheme and the application process through the print, electronic and social media.

## 6. MONITORING

The department shall constitute a committee for monitoring of the scheme to ensure smooth and timely implementation of the scheme. For smooth implementation and for addressing public queries, the official mobile number of the DTOs shall be made available on the online portal along with the WhatsApp number of the Grievance Redressal Cell of the Commissionerate of Transport, Assam.