

**GOVERNMENT OF MIZORAM  
GENERAL ADMINISTRATION DEPARTMENT  
(PROTOCOL & HOSPITALITY WING)**

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No. C. 31015/1/99-Protocol (GAD)

Dated Aizawl, the 10th June 2019

**OFFICE ORDER**

**Subject : Driver te tana hriat tur pawimawh hrang hrang te.**

Driver ten kan nitin hnathawhna kawnga hmasawna leh tan lakna tur kawng tam tak kan nei a. Kan hnathawhna kawng hrang hranga hma kan sawn zelna turin heng a hnuai tarlan te hi driver ten zawm theuh turin kan inhriattir a ni:

**I. Motor enkawl chungchang:**

1) Motor hi driver te tan chuan kan office a ni tih hriat tur a ni. Sorkar motor a nih avangin uluk leh felfai taka enkawl tur a ni. Motor hi a chung leh pawn te fai leh mam tha taka vawn reng tur a ni.

2) Motor hi driver ten silfai pangngai (dry leh wash cleaning) an ti reng tur a ni a. Chumi bakah a tul ang zelin servicing centre ah an tihfai tir thin tur a ni.

3) Motor chhe siam hi chu servicing workshop-ah a ni tlangpui a. Amaherawhchu thil ho te te, herh ngheh ngai leh thawm thatna thil, workshop panpui ngai kher lem lo te hi driver in a check in, amahin a thuam tha thin tur a ni.

4) Driver ten an pi emaw pute emaw VVIP/VIP te motor kawngka an luh dawn leh chhuah dawnin an hawn sak thin tur a ni. Zu rui / Zu nam / Ruih theih thil dang ti chungin motor khalh reng reng loh tur a ni. Tin, motor khalh laiin meizial zuk hauh loh tur a ni bawk.

5) Motor khalh laiin motor khalh dan phung leh hawihhawmna (traffic manners) kan hre tur a ni. Hawihhwam lo taka motor khalh hian Department hming leh kan phurh officer te a tihmingchhe thei a ni. Tin, Driver te an pi emaw pute bulah an ti ti zawt zawt tur a ni lo.

6) Motor khalh laiin mawi leh mam taka inchei tur a ni. Kekawr bul te, kawr leh kekawr tet deuh hne hnu nen motor khalh hauh loh tur a ni. Tin, pheikhawk pum emaw, chapal, ke artui chungka kaihna nei emaw bun thin tur a ni. Hetianga chapal kaihna neilo leh slipper bun chungin motor khalh loh tur a ni.

7) Kan pi leh pu te kan phurhin an zai ngai takin motor kan khalh tur a ni. Driver-in Officer te motor-a chuan khalh te, duh duh sawia ti ti vak te, kawngdunga mi dang bia a din mai mai te hi chin hauh loh tur a ni. Motor kal dan leh khalh dan thuah Officer-te ngaichang taka khalh thin tura ni.

8) Fai taka taksa vawn tur a ni a, motor khalh laia rimchhe thei tur anga awm hauh loh tur a ni. Zu thing rim te nam hauh loh tur a ni.

9) Zin chhuah dawnin motor uluk taka check fel thin tur a ni a. Routine maintenance tih loh avanqa zinkawnga motor a chhiatin driver mualphona a ni tih hriat tur a ni. Motor chhiat thut palha siamna tur hmanrua (screw drivers, wrench set, jack, etc.) te motor ah kawl vek tur a ni.

## **II. Thil tul dang hriat tur te :**

1) Motor siamna leh motor atana thil mamawh lei dawnin motor kawltu officer te biakrawn hmasak thin tur a ni. In berawn chung a siam ngai leh lei ngai te tih thin tur a ni.

2) Motor siam leh tui leiah Sorkar sum renchem taka hman tur a ni a. Dik lo taka sum siamna atana mi min sawi theihna lakah kan fihlim tlat tur a ni. Hetiang ang tih ching hriat an nih chuan a tul anga hremna lekkawh thin a ni ang.

3) Motor siam leh thil lei a nih in a part hlui hi Vehicle enkawltute hnenah pek luh ngei tur a ni a. Thil engmah kan la bovin kan ti riral tur a ni lo.

4) Motor vawn lai kan neilo a nih pawhin a hun takah office thlen tur a ni a, ban hunah chauh hawn tur a ni. Attendance hi Protocol Officer ah vawn a ni a, office thlen veleh hming ziah tur a ni. Motor vawn lai neih loh pawhin a tul apianga koh theiha awm tur a ni a, inthlahdah chuan hauh loh tur a ni.

**Sd/-V LALENGMAWIA  
State Protocol Officer &  
Deputy Secretary to the Govt. of Mizoram  
General Administration Department  
(Protocol & Hospitality Wing)**

Memo No. C. 31015/1/99-Protocol (GAD) : Dated Aizawl, the 10th June 2019  
Copy to:

1. Commissioner & Secretary, GAD
2. Deputy Manager, State Guest House for information and necessary action
3. Receptionist, All India Service Transit Accommodation for information and necessary action
4. All Drivers for compliance

**(FLORENCE LALRINPUII MILLER)  
Protocol Officer  
General Administration Department**