

GOVERNMENT OF NATIONAL CAPITAL TERRITORY OF DELHI
TRANSPORT DEPARTMENT : SCRAPPING CELL
5/9 UNDER HILL ROAD, DELHI-110054

F. No. 10(1)/PCO/Scrap/Tpt/2003/

Date: 21.10.2024

Standard Operating Procedure (SOP) for Releasing End of Life Vehicle (ELV) Seized as Part of Enforcement Drive as per paras 6 & 7 of the Guidelines for Handling End of Life Vehicle in Public Places of Delhi, 2024

1. Submission of Application by Vehicle Owner

- (i) An application must be submitted as per the "Guideline for Handling End of Life Vehicle in Public Places of Delhi, 2024 (**Annex-1**)" (hereafter referred to as the **Guidelines**).
- (ii) The vehicle owner whose End-of-Life Vehicle (ELV) gets seized as part of the enforcement drive against ELVs shall submit an application for the release of his/her vehicle, and an online link will soon be provided on the website of Transport Department for the purpose. Till such time manual application in format at **Annex-2** shall be accepted.
- (iii) The application should include all the Guideline required documents (listed in para 2 below).

2. Scrutiny of Application by Scrapping Cell, Transport Department, GNCTD

- (i) Upon receiving the application, the Scrapping Cell will scrutinize the uploaded documents and application to ensure their compliance with the Guidelines.
- (ii) The scrutiny will include:
 - a. Verification of vehicle ownership and end date of its usable life.
 - b. All relevant documents as per the Guidelines which are as under:

A. For vehicles registered in Delhi-National Capital Region (NCR)

Category-1: Those who intend to shift their vehicle out of Delhi-NCR

- (a) An undertaking that vehicle will not be plied or parked in any public place within the territory of NCT of Delhi and will be removed from the NCT of Delhi.
- (b) A copy of Registration Certificate of the vehicle.
- (c) NOC from Transport Department permitting the shift of the vehicle to outside of Delhi-NCR.

Category-2: Those who wish to park their vehicle in Delhi in a Private space which is not a shared Parking place.

- (a) An undertaking that if the vehicle is released, it will neither be plied in Delhi nor parked in any public space or even kept in a shared parking lot although that may be a part of a residential complex, within NCT of Delhi. A parking space which has been exclusively allotted to the owner inside a residential complex will be considered as a private parking space.
- (b) Proof of Private Parking space within the premises of applicant is to be submitted by the applicant which may be an allotment letter from the RWA or any concerned authority, as applicable.



(c) A copy of Registration Certificate of the vehicle.

B. Vehicle registered Outside Delhi-NCR

- (a) An undertaking from the registered owner explaining the reason of presence of such vehicle which is already banned in NCT of Delhi alongwith an undertaking that the vehicle will not enter into the Territory of NCT of Delhi.
- (b) A copy of Registration Certificate of the vehicle.

3. Issuance of Provisional Releasing Order

- (i) If the online application is found satisfactory and strictly adheres to the provisions of the paras 6 & 7 of Guidelines, the **Scrapping Cell**, will issue a **Provisional Releasing Order**.
- (ii) The Provisional Releasing Order shall state the following conditions of release:
- a. Payment of penalties to the Government treasury.
- b. Towing and Parking fees to RVSF as logistics provided by RVSF.

4. Payment of Penalties and Submission of Proof

- (i) The vehicle owner shall have to pay the requisite **Penalties in the Government Treasury as outlined in** paras 6 & 7 of the Guidelines (₹ 10,000 for 4W and ₹ 5000 for 2W & 3W).
- (ii) The proof of payment shall be submitted to the Scrapping Cell.

5. Issuance of Final Releasing Order

- (i) Upon receiving proof of online payment from the vehicle owner, the Scrapping Cell will process the request and issue the **Final Release Order**.
- (ii) The Final Release Order shall authorize the release of the vehicle directly from the scrapping facility, provided the payment of towing and parking fees (at rates fixed by rule 16 of the Delhi Maintenance and Management of Parking Places Rules, 2019 (hereinafter called '**Parking Rules**')) is made directly to RVSF.

S.No.	Category of vehicle	Towing charges	Parking / Custody charges per day or part thereof (after the expiry of 48 hours from the towing / impounding of the vehicle)
(1)	(2)	(3)	(4)
1.	Two wheeler / TSW E-Rickshaw	Rs.200/-	Rs.200/-
2.	Light passenger vehicle (Car, Jeep, Van etc.)	Rs.400/-	Rs.500/-
3.	Light Goods Vehicle	Rs.1000/-	Rs.1000/-
4.	Medium passenger vehicle, Heavy passenger vehicle, Medium goods vehicle, Heavy goods vehicle	Rs.1500/-	Rs.1500/-
5.	Multi axle trailers	Rs.2000/-	Rs.2000/-

6. Competent Authority for Release

The Deputy Commissioner (Scrapping Cell) shall be the competent authority to release the ELVs as per this SOP.

7. No Deviation Allowed

Any unauthorized action or bypassing of the established protocol shall be treated as a violation and may invite the blacklisting of involved RVSF.



(Shahzad Alam)

Special Commissioner (Scrapping Cell)

F. No. 10(1)/PCO/Scrap/Tpt/2003/

Date: 21.10.2024

1. Chairperson CAQM
2. Principal Secretary to Hon'ble LG, GNCTD
3. Secretary to Hon'ble Minister of Transport, GNCTD
4. OSD to Chief Secretary, GNCTD
5. Commissioner, Transport Department, GNCTD
6. DC (Enforcement), Transport Department, GNCTD
7. All Enforcement Officers, Transport Department, GNCTD
8. All the concerned RVSF/Scrapping Agencies

Deputy Commissioner (Scrapping Cell)