KOLKATA PORT TRUST कोलकाता पत्तन न्यास An ISO 9001 : 2008 PORT

यातायात विभाग Traffic Department यातायात प्रबन्धक कार्यालय Traffic Manager's Office 40, Circular Garden Reach Road Kolkata–700 043

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No.Tfc/Gzzy-241/nCOVID 19 Circular

April 20, 2020

CIRCULAR

In view of the nCOVID19 outbreak and preventing spread of COVID19 a new E-mail ID has been created to receive permit applications by E-mail.

ID: kopt.permit@gmail.com

After submission of application in desired format and debiting the money from PDA, the paper for daily permits for registered vehicles and persons will be delivered which to be printed in advance. The authorized signatory of the party with ID proof can collect the permit from Central Permit Office. This will help to avoid crowding at the counters and also get the permit without delay.

0/4/20 (Traffic Manager)

Enclosed: Format for Man & Equipment

Kolkata Port Trust Traffic Department Central Permit Office

email Format for Daily Man Permit		Date / Time :
1.Company Name with Address :		
2.Daily Man Permit from date : to with date :		
3.Company ID :	Company I	PDA :
4.Total No.of Permits applied for :		
5.Points of work :		
6.Details of Permit required :		
8.Declaration : We undertake to remain responsible for conduct & act of or they are inside the dock premises.	commission/omission o	n part of the personsmentioned below while
9.Counter signature of the authorised signatory / representative of firm c will take place.	on whoseaccount work	
7. Applicant Detals		
Individual Name	Registered ID	Any Other Remarks

Kolkata Port Trust Traffic Department Central Permit Office

email Format for Daily Equipment Permit							
			Date / Time :				
1.Company Name with Address :							
2.Daily Equipment Permit from date : to with date :							
3.Company ID :		Company PDA :					
4.Total No.of Permits applied for :							
5.Points of work :							
6.Details of Permit required :							
8.Declaration : We undertake to remain responsible for conduct & act of commission/omission on part of the equipments mentioned below while they are inside the dock premises.							
9.Counter signature of the authorised signatory / representative of firm on whose account work will take place.							
7. Application Detals							
Vehicle No.	Owner	Registered ID	Remarks				