

**GOVERNMENT OF MANIPUR
DIRECTORATE: TRANSPORT DEPARTMENT**

STANDARD OPERATING PROCEDURE (SOP)

For Registration of BS-IV Vehicles Sold by Unauthorized Dealers
Before 31-03-2020

Dated: 09th July, 2025

No. M-TPT/33/2021-DoTPT-DT: In compliance with the Hon'ble Supreme Court of India's order dated 30th November, 2021 in the matter of "M.C. Mehta vs Union of India & Others", wherein, the State of Manipur was directed to facilitate registration of BS-IV vehicles that were sold prior to 31st March 2020 but remained unregistered, subject to thorough verification of sale records and adherence to the conditions stipulated by the Court. Accordingly, all District Transport Officers (DTOs) of the State are hereby instructed to strictly observe and implement the below prescribed conditions while processing registration applications for such BS-IV vehicles sold by unauthorised dealers within the State of Manipur prior to the cutoff date.

- a. Applications for registration shall be submitted to the concerned Registering Authority (DTO) in Form 20 only, along with the following documents: i) Original Sale Certificate (Form 21), Road Worthiness Certificate (Form 22) and Invoice issued by authorized dealers of Manipur only, ii) Trade Certificate issued by the competent authority prior to cancellation of dealership, iii) Verified document from the dealer confirming sale before 31-03-2020, iv) Pencil trace of Chassis and Engine Number on white A4 sheet, signed by the vehicle owner, v) Aadhaar copy of the vehicle owner & vi) Residential Certificate issued by the concerned SDO/SDC
- b. The DTO shall conduct thorough scrutiny to ensure the transaction is genuine and the sale occurred within Manipur before 31-03-2020.
- c. Chassis and Engine numbers shall be verified in VAHAN to

confirm no offence is registered under any prevailing law. If discrepancies are found, appropriate action under the Motor Vehicles Act and Rules shall be initiated under intimation to the undersigned.

- d. The purchase date shall be fixed upto 31-03-2020 in VAHAN for BS-IV vehicles.
- e. Verification of vehicle shall be done using "Verification Done" option in the VAHAN portal. If vehicle is found to be genuine, the following documents must be uploaded:
 - a. Valid Insurance
 - b. Dealer Management System (DMS) record
 - c. Certified Invoice.
 - d. If not found genuine, the application shall be cancelled straightaway.
- f. DTOs shall provide self-certification confirming that the registration is as per the Supreme Court's Order dated 30-11-2021 and the certification shall include a disclaimer accepting responsibility for any legal complications arising from non-compliance.
- g. To avoid extended RC validity due to delayed registration, the validity of the vehicle shall be recorded from the date of purchase/invoice using the VAHAN option to edit the validity start date.

7. Penalties shall be imposed for late submission against the vehicle owners and vehicle dealers as per Under Section 192B of the Motor Vehicles Act, 1988 as detailed below:

- a. *Vehicle Owner (Sub-section 1)*: Fine of five times the annual road tax or 1/3rd of the lifetime tax, whichever is higher
- b. *Dealer (Sub-section 2)*: Fine of fifteen times the annual road tax or the lifetime tax, whichever is earlier.

8. BS-IV vehicles that are already in possession of the general public and were sold by unauthorized dealers within the State and are currently plying on roads shall be registered as a one-time regularization measure and the entire registration process must be completed within 60 (sixty) days from the date of issue of this Standard Operating Procedure (SOP).

9. No claim, representation or complaint pertaining to the registration of BS-IV vehicles under this Standard Operating Procedure (SOP) shall be entertained by the Transport Department after the expiry of 60 (sixty) days period. Request received beyond this timeframe shall be deemed invalid and will not be considered for processing under any circumstances.

10. This is issued with the approval of the competent authority vide letter of dated 12th June, 2025.

(Khumanthem Diana Devi)

Director (Transport)
Manipur

Copy to:

1. Staff Officer to Chief Secretary, Government of Manipur.
2. APS to Secretary (Transport), Government of Manipur.
3. All District Transport Officers, Manipur.
4. Notice board.
5. Relevant file.