



Guidelines for Issuance of Conductor's License

Preface

A Conductor's License is an official document certifying that the holder is suitably qualified to act as a Conductor (i.e. a person engaged in collecting fares from passengers, regulating their entrance into, or exit from the stage carriage).

Necessity for Conductor's License

Under the provisions of the Motor Vehicles Act, 1988 in India, no person shall act as a conductor of a stage carriage unless he holds an effective conductor's license issued to him authorizing him to act as such conductor; and no person shall employ or permit any person who is not so licensed to act as a conductor of a stage carriage.

Eligibility

1. Your age should not be less than 18 years.
2. You should have adequate knowledge of provisions of the Acts and rules made there under relating to the duties and functions of a conductor.
3. You should have passed Middle School Examination or an equivalent or higher examination.
4. You should possess a good moral character.
5. You should know how to use First-Aid Box.

Where to Apply

For obtaining a Conductor's License, you will need to apply in the prescribed forms to the District Transport Office in your region during public dealing hours, preferably between 10:00am to 2:00pm.

Documents Required

1. Form L. Con. A (Application for grant of Conductor's License) available in the office/download from website.
2. Form M. C. Con (Medical Certificate in respect of an application for a Conductor's License) available in the office/download from website; which must be issued by a registered medical practitioner having a minimum qualification of M.B.B.S and practicing in the state of Bihar.
3. Valid Adult First Aid Certificate issued by any Registered Medical Practitioner.
4. Good character certificate issued by nearest Police Station.
5. Three copies of recent passport size photograph.

Enclosure:

6. Educational Qualification Proof (attested copy)
7. Residence Proof (attested copy)
8. Age Proof (attested copy)

Remember to bring the originals of the documents whose attested copies are enclosed.

Fee

₹ 200/-.

(Including charge for Test for grant of Conductor's License, grant of Conductor's License, Issue of Badge plus surcharge.)

Procedure

You will have to visit with all the required documents to the District Transport Office in your region. After submission of specified fees and verification of all your documents, you will be required to take a Test for grant of Conductor's License.

On passing the test, you will be issued a Conductor's License.

Expected Time for Disposal

The Conductor's License is generally issued to the applicant within 7 working days.

The maximum time for disposal is of 30 working days.

Validity

A Conductor's License is valid for a period of one year from the date of issue.

Renewal

An applicant should apply for renewal of his Conductor's License within 30 days from the date of expiry of its validity.
