

No. EDN-HE(21)F(10)13/2021-Road Safety
Directorate of Higher Education
Himachal Pradesh, Shimla-1

Dated: Shimla-171001 the August, 2022

To


1. All the Principals Govt. Degree/Skt. Colleges/GCTE Dharamshala, in HP.
2. All the Deputy Directors of Higher Education, in HP.

Subject: - Regarding establishment of Road Safety Clubs in Educational Institute.

Please find enclosed herewith copy of the letter No. TPT-LA(21)RSC(Edu)-2021-4668 dated 01-08-2022 alongwith its enclosures, received from the Director of Transport HP, Shimla-4, on the subject cited above.

In this context, it is intimated that the Lead Agency/Road Safety Cell, Directorate of Transport has devised "**General Guidelines for Road Safety Club in Government Colleges and Senior Secondary Schools of Himachal Pradesh**" for undertaking various road safety activities. These guidelines /SOP must be adhered to while performing road safety activities by the road Safety Clubs.

In view of the above, you are hereby directed to circulate the same to all the quarter concerned for carrying out road safety activities in the Govt. Colleges /Govt. Senior Secondary Schools accordingly.


Joint Director of Higher Education(C-II)
Himachal Pradesh, Shimla-1


Endst. No. Even dated Shimla-I the August, 2022

Copy for information and further necessary action is forwarded to:-

1. The Director of Transport, Himachal Pradesh, Shimla-4 w.r.t. letter referred above.
2. The Supdt., College Branch, Directorate of Higher Education, Shimla, HP.
- ✓ 3. Technical Officer I.T. Cell (Internal) with the request to upload the same on departmental website.
4. Guard File.



05 AUG 2022


Joint Director of Higher Education(C-II)
Himachal Pradesh, Shimla-1

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No. TPT-LA(21)RSC(Edu)-2021-4668
Directorate of Transport
Himachal Pradesh, Shimla-4

To

The Director
Higher Education
Himachal Pradesh, Shimla

Dated:- Shimla the

1/Aug 2022

Subject:- Regarding establishment of Road Safety Clubs in Educational Institute.

Sir,

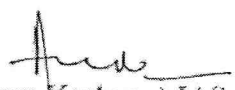
Please find enclosed herewith the general guidelines/SOP for Road Safety Clubs in Govt. Collages and Schools in Himachal Pradesh.

2. Since the Road Safety is a very sensitive issue and Ministry of Road Transport and Highways (MoRTH) and State of Himachal Pradesh is very much concerned about the road traffic accident and resultant fatalities and injuries. The Road Safety Cell, Directorate of Transport is making its all over efforts to make Himachal Pradesh a safer State for all road users by associating all the stakeholder departments. Also the road accident scenario in HP is being monitored regularly by the Hon'ble Supreme Court Committee and reports thereof are being sought from time to time.

3. The Education Department is one of the key stakeholder in the field of Road Safety. By making student aware about road safety measures at an early age, they will certainly emerge as responsible citizens and will contribute their best towards Road Safety in future. In order to achieve its objectives, the Lead Agency/Road Safety Cell, Directorate of Transport has devised "General Guidelines for Road Safety Club in Government Collages and Senior Secondary Schools of Himachal Pradesh" for undertaking various road safety activities. Necessary fund is being provided by the Lead Agency/Road Safety Cell to all the Collages and Schools for Road Safety Clubs (copy enclosed).

4. It is, therefore, requested that ibid guidelines/SOP must be adhered to while performing road safety activities by the Road Safety Clubs for effective and result oriented outcomes. The copy of these guidelines/SOP may be circulated to all the Principals for taking necessary action into the matter under intimation to this office.

Yours faithfully,


(Anupam Kashyap) IAS
Director Transport,
H.P. Shimla-04

GENERAL GUIDELINES FOR ROAD SAFETY CLUBS IN GOVERNMENT COLLEGES AND SENIOR SECONDARY SCHOOLS OF HIMACHAL PRADESH

During the sixth Meeting of State Level Standing Committee Constituted under Himachal Pradesh Road Safety Activities Scheme, 2006 vide Notification No. Pari-chh (5)5/98-II Dated 31st August, 2006 held on 21.8.2021 under the chairmanship of Additional Chief Secretary (Transport) to the Government of Himachal Pradesh has been approved in-principle to establish and support Road Safety Clubs in Educational Institutions in Himachal Pradesh.

Based on the above approval, the Transport Commissioner has given directions for formation of **Road Safety Clubs** in Government Colleges and Senior Secondary Schools in Himachal Pradesh in order to create the significance of **Road Safety Awareness** among the young minds of the students by means of using the Road Safety, Educating the Basic Traffic Rules to be followed. He has furnished the guidelines for implementation of Road Safety Clubs in Colleges and Schools. He has also, furnished the Topics/Subjects to be covered in Road Safety Clubs/Calendar of the programme.

“Road Safety Club” is formed for campaigning of Road Safety for all the students to make accident free Himachal Pradesh. Road Safety Club mainly focuses on changing mindsets of students towards Safe Driving and First Aid Training. The aim of these Clubs is to create **“Road Safety Awareness”** among the students and improve their knowledge and skills to reduce the accidents and develop young ambassadors to take up this to each individual and see that no one should die on the roads. Let us go to them **“Educate, Enlighten and Empower”** to live long.

OBJECTIVES :

The main objectives of “Road Safety Club” are :-

- To make students understand the Road Safety, Traffic Rules and Regulations.
- To provide an opportunity to students to be familiar with Road Safety educations.
- To involve students for becoming messengers of society at large on Road Safety and educate them.
- To facilitate students participation in decision making in area related to Road Safety while travelling by Bus, Car , Motor Cycle or any other mode of public transport.
- To bring awareness among students about problems and difficulties arise due to road accidents.
- To involve students in action based program related to safe roads, safe speed, safe drive and safe vehicles.

STRUCTURE OF ROAD SAFETY CLUB (RSC):

College/School level Road Safety Club Program Officer	Principal/ Head of Institution
College/School level Road Safety Club Program Coordinator	Coordinator - Lecturer/Teacher
Members	Students of all Classes
Members strength (both Boys & Girls)	At least 50 number of students depending upon the enrollment

ORIENTATIONS:

- Students should be aware of the Fact and Figures of Vehicles, transportation systems and accidents.
- Educate the Students about Road Signages ,Road Signals and Road Markings.
- Educate the Mechanism of Vehicles, impact of Speed in Accidents and associated risk to life.

- Educate Road Accidents and problem faced by the Accident Victims.
- Causes of Road Accidents such as Black Spot, Blind Spot, Drunken Driving, Rash Driving, Mechanical Problem of the Vehicle, Fatigue (long drive) etc.
- Importance of “**Golden Hour**” (The first hour after the Road Accident occurred) and helping Road Accident **victims** by calling **108 Ambulances** as **Good Samaritans** (नेकव्यक्ति).
- Students should be given Training to use First Aid Kit and Fire Extinguishers.
- Audio visual and Photographic Display on Road Safety may be exposed to them.
- Role of Police, Highways, Transport, Health etc.,

TARGET:

Road Safety Club will be started in Government Colleges and Senior Secondary Schools in the State with participatory students on voluntary basis like NCC, NSS, Scout and Guide etc., for a period of an Academic Year only.

FUND ALLOTMENT :

Fund allotted shall be managed by the Head of the Institution. He will be personally responsible for ensuring that the expenditure out of the fund to which the money pertains shall be spent to carry out the activities related to Road Safety Awareness and refreshments to the club members after observing all the codalformalities as per Rule. The Head of the Institution will also ensure that a precise record of all the transactions of the fund is maintained properly. He will also ensure the submission of Utilization Certificate of the fund as soon as possible before the end of Financial Year.

ACTIVITIES:

- All the activities shall be carried out apart from college/school working hours.
- The Road Safety Club Members shall work for 35 hours annually (after college/school hours)

- Students must be made to participate actively on the above mentioned hours on Road Safety after College/School (One hour per week).
- **Road Safety Month** celebration.
- Member has to participate in School Activities on **Independence Day** and **Republic Day** celebrations.
- **Road Safety Awareness Competitions** like Drawing and Painting, Poster Making, Skit, Songs/Jingles on Road Safety, Quiz Competitions, Essay Writing Competition and Declamations etc. in college/school level.
- Field visit to Road Safety Parks etc.

SOCIAL ACTIVITIES:

- Conducting Awareness Campaigns about Helmet, Seat Belt, Drug Abuse, Over Speed, Drunk and Drive, etc.,
- Rallies to inculcate the Road safety to the Public.
- Propaganda on Eradication of “Avoid Accidents on Roads”.

SPECIAL ACTIVITIES:

- Road safety related Exhibitions/Competitions
- To visit the nearest Traffic Police Station
- To visit the nearest Traffic Control Room
- Trip to Emergency Call Centre
- Visit nearest Traffic Junction with the Traffic Police
- Visiting nearest Trauma Care Center to observe First Aid given
- Visiting RTO Office to observe Test Activities

CREDITS:

Certificate will be issued to each student who has participated in the club signed by the Principal and the Co-ordinator. Road Safety Club Co-ordinator reserves the right to select among the already existing member(s) of Road Safety Club, who has successfully undergone 35 weeks of classes and has secured the certificate may be selected as Group Leader(s) to support the Road Safety Club Co-ordinator.

COMMMITTEES:

College and School Level Committee – Headed by Principal with the following members.

1. Road Safety Club Coordinator
2. President, College/School Management Committee
3. Other Stakeholder.
4. Rotary Clubs/ Lions Clubs/ YuvakMandals etc.

FUNCTION:

Implementation of the Activities in the College/School Level.

MANAGEMENT:

College/School should appoint a Lecturer/Teacher as Road Safety Club Co-ordinator and a room should be provided in the school for Club and its activities. Club should have a Road Safety Club Leader and Road Safety Club Assistant Leader. (Both are from member of the students). The Head of the Institute will also ensure that as and when any Awareness Activities are carried out in Educational Institute, SDM and RTO of the concerned District may be informed well in time requesting them to be present during these activities.

DUTIES OF ROAD SAFETY CLUB CO-ORDINATOR:

- To take directions from the Principal about making and running the club.
- To do Enrollment of Club Members on volunteer basis
- Maintaining the Attendance Register.
- Inviting Resource People.
- Arranging the needs for Road Safety Club Activities.
- Maintaining the Record of Activities.

The Topics/Subjects to be covered in Road Safety Clubs/Calendar of the programme, Road Safety Club Certificate and Motto of Road Safety Club are to be annexed to this order.

ANNEXURE – I

Week	Subjects/ Topics to be covered in Road Safety Club/ Calendar of the Program
1	Enrollment of members and inauguration of Road Safety Club
2	Introduction on Road Safety and its importance
3	Importance of Road Safety Rules
4	Types of Roads and Junctions (other Distt. Road)/MDR (MajorDistt. Road)/Local Bodies Road)
5	Road markings and Signage-Highways
6	Introduction of Basic Traffic Signals/Manual Signals
7	Road Signs- Mandatory, Cautionary, Informatory
8	Lane Discipline, Effectively using Subways and Foot over Bridges
9	Safety Code for pedestrians
10	Safe Pedestrian and Safe Cycling
11	Safety Code for Two/Four Wheelers
12	Importance of Maintenance of Vehicles
13	Importance of holding Valid Documents such as Driving License, Registration Certificate, Insurance Certificate, PUC etc
14	Type of Vehicles (Transport & Non- Transport)
15	Procedure for obtaining a Driving License
16	Number Plate Identification
17	Field Visit
18	Traffic Violations such as Over Speeding, Carrying Persons in Goods Carriage, using Mobile Phone whiling Driving, Red Light Jumping etc.
19	Common reasons for road accidents
20	Importance of safe driving
21	Safe hill driving and night driving
22	Types of road accidents
23	Basic first aid- activities-Health Department
24	Golden hour/ Importance of CPR-Health Department
25	Good Samaritan Law –Health Department
26	Informing the relevant government agencies – Emergency numbers
27	What is FIR and its importance?
28	Offences and punishments under MV Acts

29	Importance of Insurance – Insurance officials
30	Discuss some statistical information road accidents
31	Do an Awareness program inside college/school campus (helmet/seat belt) etc.
32	Do preparation for a Road Safety Exhibition (Charts/models/slogans/songs etc.)
33	Conduct exhibition with materials done in the previous week
34	Trauma Care / Emergency Care- Health Department.
35	Importance of Speed on Road.

ROAD SAFETY CLUB

Certificate of Merit

This is to certify that Kumar/Kumari _____ of

Class _____ a student of _____ College/

School has been an active participant in the ROAD SAFETY CLUB

_____ District in the year _____ His/Her RSC

Membership Number is _____

RSC Co-ordinator

Principal

Office Seal

MOTTO OF ROAD SAFETY CLUB

ROAD SAFETY IS LIFE SAFETY

सड़क सुरक्षा जीवन रक्षा

ANNEXURE- IV

LOGO FOR ROAD SAFETY CLUB

