

PRESIDENT'S SECRETARIAT
(Administration Section)

File No C-14011/10/16-Admn.

16th November 2020

CIRCULAR

Subject : Online application for Vehicle Parking Sticker-reg.

The undersigned is directed to refer to Circular of even no. dated 17th September, 2020, on the subject cited above and to say that it has been decided to regulate the entry of vehicles into President's Estate through issuing parking stickers to all Officers/Staff, and their family members.

2. All concerned are requested to obtain the vehicle parking sticker/stickers by following the guidelines mentioned below:

- (a) Employees of President's Secretariat (including attached offices/departments, NIC, CPWD etc) desirous to obtain vehicle parking sticker need to apply online at <https://rb.nic/PSRB> or use the link at <https://rb.nic.in> and also at e-office.
- (b) Employees/officials holding temporary RB cards can also apply for vehicle parking sticker based on their functional requirement at President's secretariat or President's Estate.
- (c) All employees (other than President's Secretariat) need to upload a scanned copy of forwarding letter from their HOD. Format of forwarding letter is available on the home page (<https://rb.nic/PSRB>).
- (d) Officers who are allotted outhouse, may also apply for parking sticker for the vehicles owned & used by their domestic helps (and their family members) who are residing in the outhouse.
- (e) In order to apply, detailed instructions and prescribed form is available on the home page (<https://rb.nic/PSRB>).
- (f) Status of application can be checked online using application number (generated on submission of application).
- (g) SMS will be sent to the applicant to collect the sticker once the parking sticker is ready.
- (h) If applying for multiple vehicles, all RCs should be scanned into single file and uploaded.
- (i) Venue of the parking space according to the colour code shall be as mentioned below:

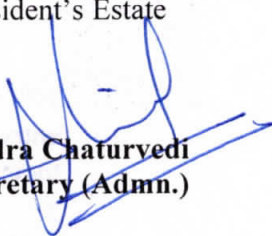
Red with/without star	All parking space
Green	All parking space
Orange	All parking space
Blue (Triangular)	CPWD parking space (adjacent to Cabinet Secretariat)
Yellow (Triangular)	Parking adjacent to CR section
Blue (Rectangular)	Not allowed to enter Rashtrapati Bhavan

All concerned are requested to follow the above stipulation for parking of vehicle without fail.

j) Parking stickers, to private vehicles of all residents/employees of President's Estate, who do not require to come to Rashtrapati Bhavan main building like officials of Banks, Post Office, School, PBG, Army Guard and domestic helpers etc., will be issued by EBA section after scrutinizing the application form.

3. All the Department/Section heads are requested to bring this to the notice of employees working under them.

4. It is for information of all concerned that no vehicle will be allowed to enter President's Estate without valid stickers w.e.f. 01/12/2020.


Shivendra Chaturvedi
Deputy Secretary (Admn.)

To

Notice Boards at important places
(in offices/residential areas)

To be uploaded in the e-office (S.O, e-Gov)