

ANNEXURE-1

Particulars of accident to the official car(S) in the Indian Missions/Posts abroad:

1. Name of Mission :
2. Registered No. & make/model of the vehicle :
3. Exact, purpose for which the vehicle was being used at the time the accident occurred. :
4. Date, time and place of accident. :
5. Date of purchase of vehicle and KMs done at the time of accident :
6. Car sanction no. and date :
7. Speed of vehicle at the time of accident :
8. Whether the brakes were in order? :
9. Was the vehicle on the correct driving side of the road :
10. Was the vehicle on the main road? :
11. Name of Driver :
12. Was he in possession of a valid license to drive the car? :
13. Was he in your opinion to blame for the accident? :
14. Describe in detail how the accident occurred? (If you consider other parties to blame, give reasons) – please give rough plan illustrating scene of accident :

15. State the exact extent of the damage sustained by the Government vehicle and the estimated cost of repairs along with Copies of quotations :
16. Were any persons injured or property (other than your vehicle) damaged? :
17. Has any claim been made upon you? :
18. Whether the case was reported to local police. If so, the copy of Police Report clearly indicating as to who was at fault and translated in English :
19. Was the car insured? If so, whether only third party risk was covered or it was comprehensive :
20. Action taken by you till the time of reporting the accident to Government. :
21. Your recommendations on the various aspects of the case. :
22. Statement of driver of any other official sitting in the car :