1. Introduction:
Odisha Permit Management System (OPMS) has been introduced as an online web application which allows bus operators to apply the various permit related services for stage carriages, pay fees online and get the permit online in one’s personal dashboard for download and printing. OPMS is an effective solution for the officials of STA / RTA and for the bus operators as it facilitates quick disposal.

However, the database of existing permits in OPMS needs for validation as changes with respect to some permits has not been updated. Therefore, a facility has been created in OPMS to enable all bus operators to check correctness of their bus permit with respect to stoppages and timings available in OPMS database and enter the correct information, if any as per the hardcopy of permit available with them. However before going for updating, the bus operator need to check the stop/timing of his/her bus available in OPMS in the homepage of OPMS. Under “Plan Your Trip” and “Time Table” in its dropdown menu. They have to upload the scanned copy of the permit if they make any change for verification by officials before changing the OPMS permit database. However, if there has been a replacement of vehicle, the same can be updated only by STA or RTA authorities. Bus operator need to request for same to concerned permit granting authorities.

2.0. Applying for Update of Permit information:
As mentioned earlier, now OPMS Application allows Bus operators update their permit details including route and timing using OPMS Application through login. To log in to OPMS application, one needs to register in OPMS. The procedure for registration of a Bus operator in OPMS application has been described in paragraph 2.3 of the user manual for new TP hosted in the website www.opms.odishatransport.gov.in. Get your login id and password by registration in OPMS. The same user-id and password is to be used for updating permit information.

2.1. You may check the stops and timing of your bus by clicking the “Plan Your Trip” on the top bar of the homepage of OPMS (i.e. www.opms.odishatransport.gov.in) shown at SS-1.
Next click “Time Table” in the drop down under “Plan Your Trip” (as shown at SS-1). It will take you a screen as shown at SS-2.
Odisha Permit Management System (OPMS)

Please enter your vehicle/bus number and then click on View Route and Timing. That will show you a table which contains stops and timing of your permit as shown in SS-3. If the data is correct as per the hard copy of the permit available with you then there is no need to update the permit information. If it is not correct, then you need to login in to OPMS to go to your home page as shown in SS-4.

![Bus Route & Timing](image)

**SS-3**

However, if your vehicle number is not available in the OPMS database, you need to apply to the Permit issuing authority (RTA or STA) to include it first in database. Chances are high that you may have replace the vehicle and the new vehicle information may not be updated in OPMS. In such case, you need to mention same in your application to RTA or STA (as the case may be)
2.2. After logging in into OPMS, with your log in id ad password, you will go to your Dashboard click on ‘Update Permit Information’ in the left navigation column of the Dashboard as in SS-4. it will take you to the following screen as shown below (SS-5).
Odisha Permit Management System (OPMS)

Update Permit Timing and Route

1. Enter Vehicle Number
   - Vehicle number: ORSLAR0193

2. A: Permit Information (As in OPMS)
   - Permit Number: SG(P)/Per/102/13
   - Auth Type: RTO
   - Route Name: CHDCHH
   - Permit Type: SNRF
   - Permit Validity: 23-11-2013 to 22-11-2016
   - Permit Duration: 12h
   - Route Information: Cuttack To Kendrapara Via Chandrakhote And Back
   - Vehicle Type: Deluxe Non AC
   - Service Type: Ordinary
   - Service Day: Daily
   - Owner Name: MANISHA, JAYATPUR, CUTTACK
   - Address: 12/2/2, Badambali, Cuttack
   - Mobile Number: 9901234567
   - Tax Valid Upto: 12/09/2018
   - Fitness Date: 12/09/2019

2. B: Edit/Change Permit Information
   - Permit No: SG(P)/Per/102/13
   - Auth Type: RTO
   - Route Name: CHDCHH
   - Permit Type: SNRF
   - Permit Validity: 23-11-2013 to 22-11-2016
   - Permit Duration: 12h
   - Route Information: Cuttack To Kendrapara Via Chandrakhote And Back
   - Vehicle Type: Deluxe Non AC
   - Service Type: Ordinary
   - Service Day: Daily

Note: If your mobile number has been changed, replace it with new number in Vahan database.

3. A: Route and Time Information

<table>
<thead>
<tr>
<th>SNo</th>
<th>Station Name</th>
<th>Arrival Time</th>
<th>Departure Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cuttack (Badambali), Cuttack (MC), Cuttack, CT180103</td>
<td>00:00</td>
<td>00:45</td>
</tr>
<tr>
<td>2</td>
<td>Jagapat, Cuttack (MC), Cuttack, CT161014</td>
<td>06:43</td>
<td>06:54</td>
</tr>
<tr>
<td>3</td>
<td>Manguli, Choudwar (MC), Cuttack, CT176101</td>
<td>07:03</td>
<td>07:04</td>
</tr>
<tr>
<td>4</td>
<td>Tangi, Tangi, Cuttack, CT131301</td>
<td>07:13</td>
<td>07:14</td>
</tr>
<tr>
<td>5</td>
<td>Chatta, Badambali, Jagupur, PO11901</td>
<td>07:38</td>
<td>07:39</td>
</tr>
</tbody>
</table>

Important Note:
- Yes: Please tick Yes, if the stop and timing informations in permit copy are different from above values in 3A.
- No: Please tick No, if the stop and timing informations in permit copy are same as shown above in 3A.

3. B: New Route And Timings

<table>
<thead>
<tr>
<th>SNo</th>
<th>Station Name</th>
<th>Arrival Time</th>
<th>Departure Time</th>
<th>Distance</th>
<th>Total Dist</th>
<th>Trip No</th>
<th>Days</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Cuttack (Badambali), Cuttack (MC), Cuttack, CT180103</td>
<td>00:00</td>
<td>10:21</td>
<td>00:00</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>2</td>
<td>Jagapat, Cuttack (MC), Cuttack, CT180104</td>
<td>11:20</td>
<td>11:25</td>
<td>00:05</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>3</td>
<td>Manguli, Choudwar (MC), Cuttack, CT176101</td>
<td>12:02</td>
<td>12:06</td>
<td>00:04</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>4</td>
<td>Tangi, Tangi, Choudwar, Cuttack, CT131301</td>
<td>12:20</td>
<td>12:25</td>
<td>00:05</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
<tr>
<td>5</td>
<td>Chatta, Badambali, Jagupur, PO11901</td>
<td>12:50</td>
<td>12:53</td>
<td>00:03</td>
<td>0</td>
<td>1</td>
<td>1</td>
</tr>
</tbody>
</table>

4. Upload Document

- Permit Copy Part A: Browse
- Permit Copy Part B: Browse
Odisha Permit Management System (OPMS)

The screen display at SS-5 has 5 sections as described below.

**Section 1:** Fill the Vehicle Number. Click “**Validate to Proceed**” button.

**Section 2.A:** The Permit details would be automatically filled up from OPMS database.

**Section 2.B:** In this section, the Bus Owner make changes if values in 2A are different from these in his/her permit copy. However, if the values in 2A are same as in Permit copy, S/he need to Tick the Box of 2B shown an top line.

**Section 3.A:** In this section the Route and Time information of the vehicle would be automatically filled up from OPMS database. In this section there are two check boxes under ‘Important Note’ with (i) Yes or (ii) No. The bus owner has to verify all the stops and time details given with his permit copy. If any value in permit copy has not shown in 3.A, he/she has to click (i) Yes. Otherwise he/she can click (ii) No.

**Section 3.B:** Once (i) Yes box is clicked, this section would be seen. The bus operator has to enter the stoppage and timing details as per his/her permit copy in Section 3B.

**Section 4:** In this section the bus owner has to upload the scanned copy of his/her Permit scan. (For PP the bus Owner has to upload Part-A and Part-B and for TP the bus owner has to upload only the TP permit copy.)

After complying with section (4) i.e after upload scanned copy, the bus operator has to click the “Submit” button for its verification and validation by officials.
3. Process of Approving Update Permit Information by appropriate Authority.

After the appropriate authority logs into the OPMS, the Dashboard page would be displayed as shown at SS-6. Such dashboard would be available for all authorities like Dealing Assistant (DA), Under Secretary at STA and Dealing Assistant (DA), RTO at RTA level.

3.1 The online application for change of permit information filed by bus operator is first made available to the Dealing assistant (DA) to do the miscellaneous checks with respect to Permit copy uploaded by the bus operator. The DA will click “Update Permit Information” to go to a table “Applications for Updating Route/timing” as shown at SS-7.

3.2 Click on “View” button on the extreme right column of the table to view the uploaded permit at SS-8. It may be noted that Item 3B in SS-8 shows only the change requested by the Bus Operator in request of stops/timing.
If the permit up to including stop and timing given by bus operator is correct as per records (hard copy or scanned copy of permit), the same is to be approved by US/RTO. If the details given by Bus operator with respect stops and timings do not match those in the permit copy (as per record), the same is to be recorded in the noting by the DA for US/RTO to consider. Once the same is done, the application is sent up to Under Secretary/RTO for approval or rejection as the case may be.
3.3. By clicking on “Forward” button the application will be automatically forwarded to US in STA/ RTO in RTA’s.

3.4. The Undersecretary or RTO in his/her dashboard would navigate in similar manner as detailed in paras 3.0 to 3.2 (for DA’s) to view the application for approval along with notes of the DA as shown at SS-9.
### Application for Updating Permit Information

**1. Existing Information**

- **Registration Number**: OR11C0001
- **Permit Number**: PP99/16048/G
- **Authority Type**: STA-Odisha
- **Authority Name**: STA-Odisha
- **Permit Type**: SIRP
- **Permit Validity**: 09/02/2016 To 08/02/2021
- **Permit Duration**: 1825
- **Route Information**: Baripada to Soro
- **Vehicle Type**: Deluxe AC
- **Service Type**: Express
- **Service Day**: Daily service
- **Owner Name**: SMT. PRIYA DAS
- **Address**: Baripada
- **Mobile Number**: 2017
- **Tax Valid Upto**: 06/02/2018

**2. Updated Information (Request for change)**

- **Permit No.**: PP99/16048/G
- **Authority Type**: STA-Odisha
- **Authority Name**: STA-Odisha
- **Permit Type**: SIRP
- **Permit Validity**: 04/12/2017 To 28/12/2017
- **Permit Duration**: 1825
- **Route Information**: Baripada to Soro
- **Vehicle Type**: Standard AC
- **Service Type**: Express
- **Service Day**: Daily service
- **Supporting Document**: Permit Part A
- **Other Document**: Permit Part A

### 3.A. Existing Stop/Timing

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Stop</th>
<th>Arrival Time</th>
<th>Departure Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Baripada, Baripada (M), Mayurbhanj, MBZ70101</td>
<td>00:00</td>
<td>18:35</td>
</tr>
<tr>
<td>2</td>
<td>Balasore, Balasore (M), Balasore, BS1230101</td>
<td>12:34</td>
<td>13:45</td>
</tr>
<tr>
<td>3</td>
<td>Jashipur, Jashipur, Mayurbhanj, MBZ22001</td>
<td>21:31</td>
<td>21:21</td>
</tr>
<tr>
<td>4</td>
<td>Balasore, Balasore (M), Balasore, BS1230101</td>
<td>15:49</td>
<td>16:34</td>
</tr>
<tr>
<td>5</td>
<td>Baripada, Baripada (M), Mayurbhanj, MBZ70101</td>
<td>17:02</td>
<td>00:00</td>
</tr>
</tbody>
</table>

### 3.B. Updated Stop/Timing (application for change)

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Station Name</th>
<th>Arrival Time</th>
<th>Departure Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Baripada, Baripada (M), Mayurbhanj, MBZ70101</td>
<td>00:00</td>
<td>11:12</td>
</tr>
<tr>
<td>2</td>
<td>Balasore, Balasore (M), Balasore, BS1230101</td>
<td>12:34</td>
<td>13:45</td>
</tr>
<tr>
<td>3</td>
<td>Bhadrak, Bhadrak (M), Bhadrak, BK090102</td>
<td>13:47</td>
<td>14:56</td>
</tr>
<tr>
<td>4</td>
<td>Soro, Soro, Balasore, BS1230101</td>
<td>15:02</td>
<td>15:09</td>
</tr>
<tr>
<td>5</td>
<td>Balasore, Balasore (M), Balasore, BS1310101</td>
<td>15:45</td>
<td>16:54</td>
</tr>
<tr>
<td>6</td>
<td>Baripada, Baripada (M), Mayurbhanj, MBZ70101</td>
<td>17:02</td>
<td>00:00</td>
</tr>
</tbody>
</table>

**Note:**

as per note
3.5 The screen for Under Secretary or RTO screen at SS-9, instead of the “Forward To” button, “Edit Information”, “Approve” and “Reject” buttons will appear. By Clicking on “Edit Information” button the authority (US/RTO) can edit the route and time details as per note of DA in case of wrong request by Bus Owner. By Clicking on “Approve” button the application will be approved and the permit details will be updated in OPMS database.

3.6 Once approved, the updated permit with concerned stops and timing would be available in the Dashboard of the Bus operator. A SMS would also go to the registered mobilr of bus operator.