

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

O/o the VC & Managing Director
Mushirabad Hyderabad

No S2/701(3)/2001 PO II

Date 9th Nov 01

CIRCULAR

Sub SALARY - Salary drawal for the month of October 2001 - Reg

Ref (1) Cir No PD 69/2001 dt 8th Oct 01

(2) Cir No S2/701(3)/2001 PO II dt 23^d Oct 2001

In pursuance of call given by the Joint Action Committee employees of APSRTC went on indefinite Strike from 15th Oct 01 onwards In the reference 1st cited it was specified that Wages for the Strike period shall be deducted from the Salary of Oct 01 to those who participated in Strike Instructions were issued in the reference 2nd cited for drawal and payment of Salary Advance to (a) employees who have NOT participated in Strike on usual Salary disbursement date and (b) employees who DID participate in Strike AFTER reporting and performing a day s duty

Now for the purpose of drawing Oct 01 SBs through Computer after effecting recoveries for Strike Wages (Salary for the period employees participated in Strike) the following instructions are issued

- 01 The Drawing Officers shall compile Oct 01 SBs through Computer by feeding Musters Data for Sep01/Oct 01 as usual The Computer does not draw Strike Wages for the days (falling WITHIN the Muster Period) on which employees participated in Strike
- 02 Salary Advance (AH 2442) drawn in terms of 2nd reference for Oct 01 has to be entered through Pay n 3 for recovery
- 03 For the purpose of effecting recovery of Strike Wages for the remaining days of Strike upto 31^t Oct 01 our EDP Cell has developed Software Program The Program requires the User to enter Staff Number and No of Days on which the employee participated in Strike AFTER the Sep01/Oct01 Muster closing date Computer works out the Strike Wages to be recovered and generates a Pay n 3 Record for the amount to be recovered under Recovery Code 98 (AH 4537) This file should be appended to the Oct SB TRN File before processing the Image Files
- 04 All the Drawing Officers shall ensure that both the Salary Advance paid against Oct 01 salary and Strike Wages for the Strike period after the Muster closing date are recovered without fail In cases where Computer could not effect recovery of Strike Wages and/or Salary Advance due to insufficient Salary recoveries of Hire Purchase Instalments CCS Festival Advance and Furniture Advance in that order have to be stopped or appropriately reduced so that Strike Wages and Salary Advance are fully recovered Other scheduled recoveries should not be stopped

- 05 Even after adjusting the above if any balance remains towards Strike Wages and/or Salary Advance for recovery the same shall be recovered in Nov 2001 SBs
- 06 At the time of feeding Oct 01/Nov 01 Musters data for drawing Nov 01 SBs Absent is marked in Musters for the days employees participated in Strike after Muster closing date for Oct 01 SBs hence Computer does not draw Salary Since Strike Wages for this period was already recovered in Oct 01 SBs the same should be included in drawal in Pay n 3 (Code 98 and AH 4537) while compiling Nov 01 SBs
- 07 Audit Wings shall exercise greater vigil while auditing Oct 2001 SBs and also Nov 01 SBs All the Unit Officers shall take extra precautions while journalising Salary Bills and transferring or remitting NDRs The Dy CAOs and AOs| are advised to closely monitor this aspect
- 9 The Dy CAOs and AOs of all Zonal Offices and Regional Offices are required to collect the Software Program from our EDP Cell in JBS at Picket immediately
- 10 All the Drawing Officers and Audit Officers are required to complete compilation and audit of Oct 2001 Salary Bill through Computer as advised above and arrange payment

Sd/ (I Prabhakar Reddy)
EXECUTIVE DIRECTOR (ADMN)

To
All Executive Directors
All Regional Managers
All Personnel Officers of ZWS
All Dy CAOs / AOs
All other Officers of the Corporation

Copies to