

APS RTC

Office of the

No

Dated

To

The Depot Manager

A P S R T C

Sub ACCOUNTS Annual Accounts for the year 1999 2000 KMs operated by each vehicle during the year 1999-2000 for calculation of Depreciation - Reg

The particulars of Kilometers operated by each vehicle during 1999 2000 together with other particulars are required to be furnished for

- I) Calculating Depreciation on vehicles
- II) For updating the Asset master with all details of vehicles
- III) Calculating CPK on Depreciation to be adopted in P & L Accounts for the year 2000 2001

A proforma of the statement in which the information is required to be furnished is enclosed herewith The instructions given in the note in the proforma may be scrupulously followed other wise due to incorrect / incompatiable information

processing cannot be done on computers You are therefore requested to fill in the columns with accurate information and forward two copies as shown hereunder

One copy to this Office

One copy to the Accounts Officer (C&B) Head Office

Detailed instructions are furnished in the enclosure for filling the columns of the proforma It shall be ensured that all vehicles held in the Depot as on 31 MAR 2000 must be included in the proforma

- 1) New vehicles allotted in the month of MAR 2000 also shall be included irrespective of the number of days they are operated
- 2) Eventhough any new vehicle is received and not pressed into operation for want of permit etc the particulars of such vehicles also shall be furnished in the proforma
- 3) Vehicles received in the middle of the year and held as at 31 MAR 2000 shall also be furnished in the proforma

You are requested to arrange to fill in the proforma and send the same so as to reach this Office and other Offices as stated above before 15 APR 2000 in order to enable us to submit the same to Head Office in time No reasons what so ever will be accepted for failure to submit the information as per schedule

Please acknowledge receipt

Encl 1) Proforma
2) Instructions for fillingup
the Proforma

DY CHIEF MECH ENGINEER
_____ REGION

STATEMENT SHOWING THE PROGRESSIVE KILOMETERS AS ON 31 MAR 2000
FOR ASSESSING DEPRECIATION

DEPOT

SI No	Vehicle Type	Wheel Base	Vehicle Grade	Vehicle No (APZ AAZ AEZ AP9Z AP10Z APC)	Date of Commission	KMs Operated during the year 1999 2000	Cumulative KMs covered upto 31 3 2K from date of Commission	Remarks
1	2	3	4	5	6	7	8	9

For example -

1	01	210	AHLX	AP9Z	1234			
2	01	210	ANDO	APZ	2345			
3	01	203	ASDO	AAZ	3456			
4	01	229	ARHT	AEZ	4567			

SI No	Vehicle Type	Wheel Base	Vehicle Grade	Vehicle No (APZ AAZ AEZ AP9Z AP10Z APC)	Date of Commission
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1	2	3	4	5	6
DEF01		218	TNDO	AP9Z 2032	
5					
6	01	218	TPEX	AP9Z 6789	
7	01	205	TSDO	AEZ 5907	
8	01	231	TRHT	AP9Z 7072	
9	02	188	DD	APZ 0778	
10	03		OMNI	AAZ 4876	
11	04		DGT	AEZ 9876	
12	05		JEEP	AEZ 5432	
13	06	MOTOR SCOOTER	CYCLE/	AP10Z 2423 AEZ 0089	
14	07		CAR	AEZ 6*043	

NOTE

VEHICLE TYPE separate codes are provided in Computers for different types as given below Hence this may be furnished carefully (01) Bus (02) Double Decker (3) Omni Bus (04) DGT (05) Jeep (06) Motor Cycle / Scooters (07) Car (08) Staff Bus (09) Water Tanker (10) Auto (11) Oil Tanker (12) Ambulance (13) Drivers Training Vehicle

WHEEL BASE In this column furnish wheel base of the vehicle carefully (for Buses including Double Deckers) such as 210 203 229 176 200 222 219 etc Wheel base not required for DGTs Staff Cars Jeeps etc

VEHICLE GRADE This column shall be filled with 4 Characters as detailed below

<u>MODEL OF THE CHASSIS</u>		<u>MAKE OF THE BUS</u>	
<u>DESCRIPTION</u>	<u>FIRST TWO CHARACTERS</u>	<u>DESCRIPTION</u>	<u>SECOND TWO CHARACTERS</u>
AV HINO CHASSIS	AH	All weather Bus/AC Bus	AC
AV Chassis with power Steering with Hino or Normal Engine	AP	Hitech Bus Super Deluxe Bus] Deluxe Bus]	HT DX
		Aswini Luxury Bus	AL
AV rear Engine Chassis With HINO or normal Engine With/without power steering	AR	Semi Luxury Bus] Luxury Bus]	LX
AV small wheel base Chassis Such as 203 WB , 176 WB	AS	Super Express Bus] Express Bus] Saptagiri Express]	EX

AV normal Chassis 210 WB With standard Engine & 6 65 Engine	AN	Gramini Bus Ordinary Bus	GR DO
		City type Bus	CT
AV other Chassis which are Not covered in the above	AO	Metroliner	ML ME
TATA normal Chassis 218 WB with normal Engine	TN	Metro Express City Liner City Express	CL CE
TATA Power steering Chassis Irrespective WB	TP		
TATA small wheel base Chassis such as 205 166 WB TB			
TATA Rear Engine Chassis Irrespective of WB and with/ Without power steering TR			
TATA other Chassis which is Not covered in the above	TO		

FOR	(1)	AHD X	EXAMPLE For AV Hino Chassis Deluxe Bus For TATA normal Chassis Luxury Bus
	(2)	TNLX	For AV 210 WB normal Chassis District Type Ordinary
	(3)	AND O	For TATA 218 WB Chassis District Type Ordinary For TATA 205 WB Chassis District Type Ordinary
	(4)	TND O	For AV Power Steering Chassis Express Bus
	(5)	TSDO	For AV Power Steering Chassis Express Bus
	(6)	APEX	For For TATA Power Steering Chassis District Type
	(7)	TPDO	Ordinary

CERTIFIED THAT ALL VEHICLES HELD IN THE DEPOT / UNIT AS ON 31 MAR 2000 INCLUDING STABLED VEHICLES HAVE BEEN INCLUDED IN THE STATEMENT AND THE PARTICULARS FURNISHED ARE CORRECT

DEPOT MANAGER / UNIT OFFICER

INSTRUCTIONS FOR FILLING UP THE STATEMENT

(ENCLOSURE TO CIRCULAR NO _____)

FOR ALL DEPOT MANAGERS

- 1) Registration number for each vehicle APZ AAZ AEZ AP9Z AP10Z and APC should be specified against each vehicle clearly instead of writing ditto
- 2) Extract Kilometers operated from Log-Book of the vehicles held by your Depot as on 31 MAR 2000
- 3) The total Kilometers operated in the entire year should be furnished by the Depot where the vehicle is held on 31 MAR 2000
- 4) In case of vehicles transferred to your Depot from other Depots in the middle of the year and held as at 31 MAR 2000 the total Kilometers including the Kilometers operated in the Depot from which the vehicle is received shall also be furnished
- 5) If any vehicle is sent to Workshop for complete overhaul and it is held as outstanding as on 31 MAR 2000 that vehicle must also be included in the proforma and also mention the Kilometers so far operated during the year as on the date of transfer of vehicles to Workshop
- 6) If a new vehicle is received during the year the date of receipt and Kilometers operated so far should be furnished
- 7) The Departmental vehicles i e DGT Water Tanker Auto Oil Tanker Driver Training vehicles Vans, Jeeps Cars, Motor Cycles, Omni Buses, Ambulance etc must also be included in the proforma duly marking the type of vehicle in the remarks column
- 8) The vehicles sent to scrap yard during the year also to be indicated separately with all details
- 9) The particulars of the vehicles pertaining to the Satellite Depot, if any, attached shall be furnished in a separate sheet

GUIDE LINES TO ALL DEPUTY CHIEF MECHANICAL ENGINEERS

- 10) The Dy Chief Mechanical Engineer shall ensure that furnishing of Data for the scrap vehicles held by him in the scrap yard as on 31 MAR 2000 irrespective of the fact whether these vehicles were accepted for scrapping or not However the vehicles already handed over to the Controller of Stores in the scrap yard before 31 MAR 2000 need not be included The data to be furnished in the proforma enclosure should be extracted from the logbooks only The Registration number APZ, AAZ, AEZ, AP9Z AP10Z and

APC should be specified against each vehicle clearly In the remarks column of proforma "the Depot to which the vehicle pertains" shall be furnished

GUIDE LINES TO THE WORKS MANAGERS

- 11) The Works Managers shall furnish the Data in the Proforma enclosed for the vehicles available in the Workshop as on 31 MAR 2000 The Registration number APZ, AAZ, AEZ AP9Z AP10Z, and APC should be specified against each vehicle clearly

GUIDE LINES TO THE CONTROLLER OF STORES

- 12) The Controller of Stores shall furnish the Data in respect of vehicles held in the scrap yard as on 31 MAR 2000 in the PROFORMA enclosed In the remarks column of the Proforma the Depot to which the vehicle pertains shall be furnished The Kilometers operated shall be extracted from the Log Book only If the Log Book is not available the same be obtained from Deputy Chief Mechanical Engineer All the vehicles handed over by the Deputy Chief Mechanical Engineer irrespective of the fact whether they are kept in auction or not shall be included in the proforma The vehicles already kept in auction and awaiting delivery to the Successful Bidders / Tenderers shall also be included in the proforma The Registration number APZ AAZ AEZ AP9Z, AP10Z, and APC should be specified against each vehicle clearly