

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. IE-1/367 (07)/2015 - IED.



O/o the VC & MD,
Bus Bhavan, HYD- 624.

CIRCULAR No. 01/ 2015 - IED, Dated: 10-02-2015.

Sub: - PIB - Payment of difference of incentive amount on implementation of revised Man Hour Rate at all Production Units for the period from Apr'2011 to Mar'2013 - Communication- Reg.

Ref: - 1. Lr.No. IR3/78(05)/2014-PO-IV, dt.16.01.2015,
2. MOU No. IR3/781(8)/2014-PO-IV, dt.06.01.2015 with the recognized Union.
3. Lr.No. IE-1/367(07)/2015-IED, dt.09.02.2015.

Revised Man Hour Rates were communicated to all production units for the period 2011-13 (i.e., 01.04.2011 to 31.03.2013) and implemented in the month of Oct'2014.

Vide reference 2nd cited, it was agreed to pay the arrears of revised man hour rate for all production units with effect from 01.04.2011, in two phases along with January and February incentives.

Accordingly vide reference letter 3rd cited, it was informed to all officials concerned to arrange to prepare the revised PIB claim sheets month wise from Apr'2011 to Mar'2013 by implementing the revised MHRs applicable for the period 01.04.2011 to 31.03.2013 for arriving the difference of incentive amount payable at all production units and send them for audit immediately.

As approval of VC & MD with the concurrence of FA & CAO is obtained, **arrange the payment of incentive arrears on implementation of revised Man Hour Rate at all production units for the period from Apr'2011 to Mar'2013 to all eligible employees, in two spells, along with January and February incentives.**

Therefore, the Works Managers and Dy.CAOs of all production units concerned are advised to thoroughly verify, certify and audit the month wise - as due and as drawn particulars of incentive amount on implementation of revised MHR for the said period of Apr'2011 to Mar'2013. Further advised to release the

P.T.O.

second phase payment after obtaining clearance from IED. For this, the audited claim sheets (in the prescribed proformae) shall reach to IED in both soft (to be uploaded in RTCWAN / IED / MHR_ARREARS_11-13 in Excel format) and hard copies at least before 15 working days for verification and issuing clearance.

Encl: As above


Executive Director (A&P)

12/21/15

- Copy to : Dir (V & S),JMD, FA&CAO,ED(O & MIS), ED(E),ED(IT),EDs(Z)
: All RMs/All HODs
: All WMs/ All Dy.CPM(Zones)/Dy.CAO(TA&I) 20 copies
: All Dy.CAOs(Zones) with an advise to adjust the recoverable incentive amounts due to below base production in any previous years in all Production units other than TRSs and other types of recoveries if any while admitting the claims.
: AME(Tyres), AWM(PP), AO of all Zones/POs of all ZWSs.
: Secretary to Chairman,Secy. To VC&MD
: Senior RAO RTC Branch, Mushirabad, Hyderabad
: PO:Training , for Inclusion in the monthly index.- E:20 copies
: General Secretary, APSRTC Employees Union
: General Secretary, APSRTC, NMU
: General Secretary, RTC Telangana Mazdoor union.
: General Secretary, APSRTC Class-II Supervisor's Association
: General Secretary, APSRTC SWF.

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PRODUCTION INCENTIVE BONUS CLAIM SHEET OF THE ZWS _____ FOR THE SECTION _____

Annexure-A

S.NO.	PARTICULARS	Apr'2011	May'2011	June'2011
1	No. of Skilled workmen			
2	No. of Unskilled workmen			
3	No. of Outsourced men			
4	Total workmen incl. O/S men			
5	Total workmen Excl. O/S men			
6	Equivalent men (Excl. O/S men)			
7	Base Production at 80%PL (Incl. O/S men) (hrs)			
8	Base Production at 80%PL (Excl. O/S men) (hrs)			
9	Incentive hours arrived on actual production (Incl. O/S, contract, outside activities) (hrs)			
10	Actual %PL (Incl. O/S, Contract, outside activities)			
11	SMHs of outsourced persons			
12	SMHs of outside works/activities			
13	Production hours arrived for RTC employees (Excl. Outsourced/ contract, outside activities)			
14	Actual %PL (Excl. Outsourced/ contract, outside activities)			
15	Anticipated production hrs at 100%PL			
16	Anticipated production hrs at 110%PL			
17	Anticipated production hrs at 125%PL			
18	Revised MHR			
19	Unit Rate payable between 80%PL to 100%PL			
20	Unit Rate payable between 100%PL to 110%PL			
21	Unit Rate payable between 110%PL to 125%PL			
22	Incentive amount payable for the production between 80%PL to 100%PL (Rs.) on revised MHR			
23	Incentive amount payable for the production between 100%PL to 110%PL (Rs.) on revised MHR			
24	Incentive amount payable for the production between 110%PL to 125%PL (Rs.) on revised MHR			
25	Total Incentive amount payable on revised MHR (Rs.) (As Due)			
26	Total Incentive amount already paid (Rs.) (As Drawn)			
27	Difference of amount payable after implementation of revised MHR {Sl.no. (25-26)}			
28	Incentive amount payable per skilled (Rs.) =			
29	Incentive amount payable per Unskilled (Rs.) =			

- Note: 1) The above format is shown for one section and for cycle period of 2010-11 (Apr'11 to June'11) and the same format to be prepared for other sections for the cycle period 2011-12 (July'11 to June'12) and for the cycle period 2012-13 (from July'12 to Mar'13) (24 months)
- 2) The same model format shall be prepared for BBBU & PP: MYP.
- 3) These sheets shall be prepared duly incorporating the remarks communicated by LED during reconciliation clearance for the above period.

Prepared by _____ Checked by _____ SI Sign. Of WM _____ Audited by _____ Sign. Of Dy. CAO _____

Name of the Workshop/BBBU/PP:

Annexure-B

Summary of Man Hour Rate arrears payment from Apr'2011 to Mar'2013

S.No	Month	Incentive amount in Rs.			Remarks
		After implementation of revised MHR (As Due)	Inc. amount Paid already (As Drawn)	Dif. Of amount(A rrears)	
1	2	3	4	5	6
1	Apr'2011				
2					
3					
4					
24	Mar'2013				
	Total				

Prepared by

Sign of AWM

Sign. Of WM

Audited by

Sign. Of Dy.CAO

Name of the TRS:

Month:

Page No:

Month wise revised claim sheet due to implementation of revised MHR and as due & as drawn particulars of incentive amount			
S.No	Production Section	SMM	Quantity
1	RC Tyres-Nylon	90.00	
2	RT Tyres- Nylon	181.00	
3	Uni-Patch Repair with spotter curing -Nylon	105.00	
4	Uni-Patch Repair Cured in Chamber - Nylon	100.17	
5	Uni-Seal Repair - Nylon	40.00	
6	Repair Tyres Cured in Chamber - Nylon	11.00	
7	RC Tyres using Elgi including curing -Radial	146.00	
8	RC Tyres using INDAG including curing -Radial	133.00	
9	Patch Repair- Radial	95.00	
10	Repair tyres curing - Radial	18.98	
11	Uni-Patch Repair with spotter curing-Radial	99.83	
12	Total Production in minutes		
13	Total Production in Hours		
14	Man Power - Production		
	i) Skilled		
	ii) Unskilled		
	ii) Total		
15	Eq.Men		
16	Outsourced persons		
17	General Section		
	i) Man Power (General) Skilled		
	ii) Unskilled		
	iii) Total		
18	No. of Officer/supervisors	Nos	
	i) AME(Tyres)		
	ii) AE(Vul)		
	iii) Supdt(Vul)		
	iv) Dy.Supdt(Vul)		
	v) LH		
19	Actual production hours (after reducing outsourced persons production)		
20	% PL		
21	Man Hour Rate (Rs.)		
22	Incentive Payable at 80% to 85% (Rs.)		
23	Incentive Payable at 85% to 100% (Rs.)		
24	Incentive Payable at 100% to 125% (Rs.)		
25	Total incentive Payable (Rs) as per revised MHR to production section (As Due)		
26	Total Incentive amount already Paid with old MHR to production section (As Drawn)		
27	Difference of amount Payable to production section employees		
28	Incentive To Skilled in Rs.		
29	Incentive To Un-Skilled in Rs.		
30	Total incentive Payable (Rs) as per revised MHR to General section employees, Supervisors and officer (As Due)		
31	Total incentive Paid (Rs) as per revised MHR to General section employees, Supervisors and officer (As Drawn)		
32	Difference of amount Payable to General section employees, Supervisors and officer (Rs.)		
33	Grand total amount payable (Rs.)[sl.no.(27+32)]		

Note: The above format is shown for one month and the same format to be prepared month wise from Apr'2011 to Mar'2013(24 months)

E(Tyres)

Sign. Of WM

Audited by

Sign. Of Dy.CAO

Name of the TRS:

Annexure-B

Summary of Man Hour Rate arrears payment from
Apr'2011 to Mar'2013

S.No	Month	Incentive amount in Rs.			Remarks
		After implementation of revised MHR (As Due)	Inc. amount Paid already (As Drawn)	Dif. Of amount(A rrears)	
1	2	3	4	5	6
1	Apr'2011				
2					
3					
4					
.					
.					
24	Mar'2013				
	Total				

Prepared by

Sign of AME(Tyres)

Sign. Of WM

Audited by

Sign. Of Dy.CAO