



Case No. AE(M)/367(38)/2019-IED

O/o the VC & MD,  
RTC House, VJA.

## **CIRCULAR No.03/2020-IED, Dt.22.01.2020**

Sub: - **DIS:** Revision of rates of incentive on earnings parameter & service targets consequent to fare revision vide Circular No.26/2019-OPD, Dt.10.12.2019, w.e.f.11-12-2019 (i.e., from 00.00 Hrs) – Communication of instructions for implementation w.e.f., 01.01.2020 issued – Reg.

Ref: 1. Circular No.23/2010-IED, Dt.26-11-2010  
2. Circular No.05/2019-IED, Dt.15.11.2019  
3. Circular No.06/2019-IED, Dt.28.11.2019  
4. Circular No.26/2019-OPD, Dt.10.12.2019  
5. Circular No.01/2020-IED, Dt.08.10.2020

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**MOST IMPORTANT:**  
**DYNAMIC QUARTERLY**  
**MOVING SERVICE WISE**  
**CORRECTION FACTOR**  
w.e.f.,01.01.2020 in place of Depot  
Correction Factor

### **I. Introduction:**

Vide Circular reference cited at 4, APSRTC has revised the fares of certain types of Stage Carriages – Mofussil (Pallevelugu, Ultra Pallevelugu, Express, Deluxe, Ultra Deluxe, Super luxury, Super Luxury AC Economy, Indra AC, Garuda and Garuda Plus, Amaravati, Night Rider 42, Night Rider 48), Metro Luxury AC District and City Services (City / Suburban Ordinary, Metro Express.) w.e.f 11.12.2019.

In view of the revision of fares, it is necessary to revise the service targets, rates of incentive on earnings parameter and incentive to the drivers operating services with TIMs for different types of services, to neutralize the effect of the fare hike, with respect to the incentive amounts payable.

Vide ref.3<sup>rd</sup> cited, **QUARTERLY DYNAMIC SERVICE WISE CORRECTION FACTOR (SCF)** is introduced and instructions were already issued.

In the beginning region wise correction factor was adopted and then depot wise correction factor was adopted for mofussil services and region wise correction factors were adopted for city depot operations.

In any Bus depot vivid number of services ranging from Amaravati to City Ordinary is being operated. Each type of product is having its own EPK trends in the same depot and in the same period. Again these EPK trends of each service differs from one quarter to other, it means it requires **DYNAMIC SERVICE WISE CORRECTION FACTOR**. Hence the Targets fixed by using Depot level Correction Factor is not so nearer to the practical factual targeted amount. The corresponding correction factor arrived for that particular service shall be used to get nearer to the factual service wise target.

The quarterly service wise moving correction factor (SCF) is used to arrive the service targeted EPK for every quarter which is a multiple factor based on the performance and growth of EPK of corresponding periods of immediate previous two years to neutralize the seasonal variations in the service earnings for that particular service.

Vide ref.5<sup>th</sup> cited, instructions on threshold slab rates of incentive to the drivers operating services with TIMs, incentive payable on issuing of passenger tickets based on the ticket fare collected for different type of services was already issued.

## II. Revised Rates of Incentive:

The rates of incentive payable to the each crew member, on reaching the targets & crossing the targets at various slabs of growth in earnings, on various types of products on revised fares in District, City, TPT-TML & TML-Papavinasanam (Express) services are furnished here under:

S.No	Type of Service	For Conductor / Driver on spot					
		On Reaching Target (%)	> Target & Up to 110%	> 110% & Up to 120%	> 120% & Up to 130%	> 130% & Up to 140%	> 140%
<b>DIST. SERVICES</b>							
1	PALLEVELUGU	0.35%	0.43%	1.34%	2.16%	2.68%	3.11%
2	Ultra PALLE VELUGU.	0.33%	0.44%	1.36%	1.93%	2.42%	2.92%
3	EXPRESS	0.16%	0.20%	0.65%	0.98%	1.38%	1.72%
4	Delux	0.15%	0.72%	0.81%	0.91%	1.08%	1.26%
5	U.DLX	0.15%	0.74%	0.83%	0.92%	1.10%	1.29%
6	Sup.Lux	0.13%	0.32%	0.98%	0.94%	1.09%	1.38%
7	Sup.Lux.A/C-Eco.	0.12%	0.34%	0.92%	0.89%	1.03%	1.30%
8	INDRA A/C	0.14%	0.21%	1.22%	1.25%	1.52%	1.55%
9	Night Rider-42	0.12%	0.16%	0.97%	1.01%	1.21%	1.24%
10	Night Rider-48	0.12%	0.17%	1.01%	1.05%	1.27%	1.30%
11	Vennela-30	0.09%	0.13%	0.80%	0.82%	0.99%	1.01%
12	M.Lux.A/C.(Dist.)	0.13%	0.32%	0.71%	1.61%	2.78%	3.19%
<b>CITY SERVICES</b>							
13	CITY ORD.	0.39%	1.07%	1.42%	1.78%	2.19%	2.28%
14	METRO EXP.	0.20%	0.62%	1.05%	1.48%	1.85%	2.22%
<b>Operations up to TML from faraway destinations (Other than TPT) &amp; TPT - PAPA VINASANAM</b>							
15	Sap. Exp. (TML. EXP)	0.13%	0.82%	0.92%	1.25%	1.75%	2.00%
16	Sap.Exp. (TML.PVNM EXP)	0.16%	0.65%	0.83%	0.90%	0.98%	1.60%

**THE ABOVE REVISED INCENTIVE SLAB RATES ON EARNINGS PARAMETER IS VALID WITH EFFECT FROM (W.E.F.,) 01.01.2020.**

## III. REVISION OF SERVICE TARGETS VALID WITH EFFECT FROM 01.01.2020:

The basic fare of all types of buses is revised upward, need to revise the service targets to neutralize fare revision, in respect of payment of incentive amount to the crew.

### **A. Fixation of service targets valid with effect from 01.01.2020:**

In the Existing method, communicated vide circular no. 06/2019-IED, dated: 28-11-2010, vide item no.02, for any service which is in operation, the quarterly service targeted amount is the product of the previous quarter average EPK realized multiplying by scheduled KMs and SERVICE WISE MOVING CORRECTION FACTOR (SCF) of that particular service.

The fares increased w.e.f., 11.12.2019. To arrive quarterly moving average EPK for first quarter of 2020 i.e., Jan'2020 to Mar'2020, the average EPK of fourth quarter of 2019 only i.e., Oct'2019 to Dec'2019 has to be considered with the exemption of fare increase which was approved by the competent authority.

**For example:**

SERVICE NO. = SK03  
 SERVICE TYPE = PVG

DEPOT	=SALURU	
Scheduled KMs	=384	-A
EPK OF 4 <sup>th</sup> quarter of 2019 (without fare increase) of the service	=23.51	-B
SERVICE WISE CORRECTION FACTOR	=1.23	-C
SERVICE TARGET FIXED AS (A X B X C)	=Rs.11104.00	

**In revised fare, the following procedure shall be followed:**

<b>Palle velugu (District Ordinary) Service target in Pre-revise fare</b>	
with implementation of service wise moving correction factor	: Rs. 11104.00
% of increase in basic fare Pallevelugu Operation	: 15.87%
Pallevelugu service target in revised fare = (11104.00 X 115.87%)	: Rs. 12867.00

The target fixed for the service no. SK03, PVG of Salur Depot for the 1<sup>st</sup> quarter of 2020 i.e., Jan'2020 to Mar'2020 is **Rs.12867.00**

Similar calculation shall be done for all types of services to arrive service targets for the 1<sup>st</sup> quarter of 2020.

**B.** Procedures for fixation of quarterly service wise moving correction factor (SCF) is to be followed vide clause no.b of **02** of Circular no.**06/2019-IED** from the 1<sup>st</sup> quarter of 2020.

#### **IV. ELIGIBILITY TO EARN INCENTIVE ON EARNINGS PARAMETER:**

- i. The Conductors / Drivers are eligible to receive incentive on earnings parameter on spot as per eligibility clauses. The incentive rates shall be applied only on coach earnings and shall not include the amount due to collection of passenger cess, toll plaza earnings, luggage earnings, TAYL, sale proceeds of RFID cards, Recharge amounts on RFID cards & GST etc. The incentive amounts shall be calculated purely based on earnings realized due to sale of basic passenger tickets only.
  - ii. At the calendar month end, the total incentive amount paid on spot to the Conductor for that month shall be arrived. 50% of that amount shall be paid to that Conductor subject to the terms and conditions, along with other depot employees. This incentive amount of Conductor shall be rounded off to the nearest rupee.
  - iii. The drivers operating TIMs are eligible to receive incentive on earnings, besides TIM Incentive on spot for having issued tickets through TIMs without conductors and TIM Driver Allowance (TDA) at month end (for RTC drivers only) vide Cir.No.01/2020-IED.
- V.** A fixed amount of Rs.50/- per duty per driver shall be paid to the drivers after the spell of the duty in lieu of incentive on earnings parameter for the 5 types of AC service operations remains unchanged for Garuda, Garuda plus, Amaravati, Vennela Economy & Vennela-24.

**VI. PHB DRIVERS :** The REWARD amount shall be paid to the private hire bus driver on spot on par with the RTC Driver on Earnings parameter for all the services of Private Hire Buses.

**VII. Travel as you Like (TAYL) Tickets:** The incentive amount payable on sale of TAYL tickets @ Rs.0.50 per ticket up to sale of 5 tickets per duty and above 5 tickets onwards Rs.1.00 per ticket remains unaltered.

**VIII. Tirupathi - Tirumala (TPT-TML) Ghat Operation:** Vide clause no.3.9.2 of Circular No.23/2010-IED, Dt.26-11-2010, incentive amount payable to conductor on sale of Single Journey Tickets (SJT) & Return Journey Tickets (RJT) for the journey between TPT-TML (Adult & Child) @ Rs.0.50 for SJT Adult; Rs.0.25 for SJT Child and Rs.1.00 for RJT adult; Rs.0.50 for RJT Child is issued, is remains unchanged and also the same

rates of incentive is also applicable to the services of TPT – TML – Papavinasanam for SJT & RJT tickets.

**IX. TPT – TIRUCHANUR (CITY ORDINARY):**

For TPT – Tiruchanuru services, the rates of incentive of City Ordinary shall be applied.

**X. TPT-KANIPAKAM (EXPRESS):**

For TPT-Kanipakam (Express, Deluxe) services, the rates of incentive of Express and Deluxe type of services shall be applied.

**XI.**

- i. *These revised incentive slab rates & fixation of service targets (i.e., targets fixed with Service Wise quarterly dynamic moving Correction factor) is valid from 01.01.2020.*
- ii. The all other terms and conditions issued vide Cir.No.23/2010-IED, Cir.No.05/2019-IED, Cir.No.06/2019-IED & Cir.No.01/2020-IED shall remain unchanged.
- iii. **IT department is informed to make necessary modifications in the relevant software approved by the competent authority duly update the service wise quarterly moving correction factor in CIS modules of units, as per the Circular instructions issued through Cir.No.06/2019-IED, for the implementation of service wise moving correction factor and modification of software, testing of software with IT and has to ensure suitably.**
- iv. Whenever the fares are revised, the above clauses will be reviewed and revised.
- v. The validity of the existing Depot Incentive Scheme (DIS) vide Circular no. 06/2019-IED including all linked schemes for all depots of the Corporation is valid up to **30.11.2022** or till a new / modified scheme is introduced in its place whichever occurs earlier.
- vi. **Non-paid incentive amounts on earnings parameter to the crew from 01.01.2020 shall be paid after pre audited by the office concerned.**
- vii. *Even after payment of incentive amounts after pre audit and if found any violations or deviations from Circular instruction on later dates, suitable action shall be initiated on concern employees.*

**This has approval of VC & MD with the concurrence of FA & CAO**

  
**EXECUTIVE DIRECTOR (E)**

- Copy to : ED(A), ED(O), Director(V&S), FA&CAO & all EDs(Z) for favour of information please.  
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