

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Office of the VC & MD,  
Mushirabad, Hyd - 20.

No.Dy.CTM (Comp)/CIR/94-EDP.

Date: August 12, 1994

To

All Depot Managers.

Sub: DEPOT COMPUTERISATION PROJECT - Procedure to be followed in cases of restoration of system after system break-down -Reiteration - Reg.

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Whenever a computer system fails due to any reasons, the depot Way Bill Issue/Way Bill Receipt is being switched over to manual process. Once the system is rectified, as per the standard procedure, all the Way Bills which were issued manually during the break-down period should be fed to the computer for all the services from the day from which last back up is available till the date of restoration to have continuity in the computer information system. This is essential to ensure reliability of information and other reports taken out of computer for managerial decisions.

Certain depots are resorting to re-implementation of the ticket/tray data by deleting and refeeding the latest stock and trays without updating the information at the time of break-down period. This process is highly objectionable, hence prohibited.

In order to generate reports correctly the following steps must be followed :

1. Whenever process is switched on to manual process, issue ticket blocks in the same serial order (i.e. the order in which computer would have issued) and maintain a register in order to feed the same into computer, when the computer is made up.
2. Restore the latest backup available.
3. Feed the already issued manual Way Bills in the same order, with the same order of ticket denominations and keys, into the computer through the Way Bill Issue program, for each day during the break down period.
4. Do Way Bill Receipt program after issue of all the Way Bills day wise duly entering the closing numbers of each denomination as was received by the ADC during the break down period.
5. After completion of Way Bill Issue/Vehicle Departure/Way Bill Receipt for each day perform reorganisation day wise till the restoration date and take reports of MTD 4/R, Ticket Valuation Statement, Reconciliation Statement, DC Cash Book and Ticket Consumption Statement etc.
6. The delinked VEMAS/STOINS/FACTIS data should be fed once computer is restored. However city depots, where linked VEMAS is in operation, should feed necessary data before each day's reorganization as usual.

Depot Managers are, hence advised to ensure that the above steps are followed strictly by Traffic Incharges/System Supervisors/Depot Clerks without fail.

Sd/-

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CHIEF INDUSTRIAL ENGINEER(IEU,IMCU  
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