ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

DY.CME(COMP)/GEN(01)   O/O VC && MD
                                                         MSRD,HYD-20
                                                         Dt.24.05.1995

To
The Depot Manager,
APSRTC,
------------------------------------Depot.

Sub: **Reports** - Generating the reports through various Modules - Usage of the same- regarding.
                              -oOo-

       As you are aware that the Depot Computerisation Project started in the year 1986 and till now 133 depots have been computerised and some more are yet to be computerised. On inspection of some of the Depots, it was observed that some of the reports are not being generated and utilised. The reports that are being generated through DOLTAS, VEMAS and STOINS are given at ANNEXURE - A.

       You are aware of the drudgery and man hours involved in preparing the statements manually. However, the same can be curtailed to the maximum extent, if you can put to use the computer reports that are being generated.

       You are requested to go through the ANNEXURE, and see that all the reports listed, are generated through the computer and utilised for effective decision making and accountal.

       In case of any problem while generating the above reports or while using the above reports or if you require any change in the existing format of the reports

or if you need any modifications/enhancements of the reports you may write to the undersigned for taking further action at this end.

(Encl: as above)

Sd/-
DY.CHIEF MECHANICAL ENGINEER
(COMPUTERS)

CC: CLE (IMC & EDP) for favour of *inio.pl* CC: All RMs for info.
CC:SM(M&C) HZ, VJA ZONE, Nellore Zone CDP zone for info CC: Principals WL,VZM for information.

Daily reports:

1) Log Sheet challan program. Log sheet challan(MTD42A)
a) Daily Low KMPL statement of Vehicles.
b) Daily Low KMPL statement of drivers.
c) Daily high KMPL statement of Vehicles.
d) Daily high KMPL statement of drivers. Monthly reports:-
2) Vehicles-wise KMPL Register program. Vehicle-wise KMPL Register.

   a) vehicle-wise Low KMPL Statement of HSD.
   b) vehicle-wise High KMPL Statement of HSD.
   c) vehicle-wise Low KMPL Statement of Lub.
   d) vehicle-wise High KMPL Statement of Lub.

3) Engine Oil Register.
4) Driver-wise KMPL Register program. Driver -wise KMPL Register.

   a) Driver - wise Low KMPL Statement.
   b) Driver- wise High KMPL statement.
   c) Drivers Incentive on HSD.

5) MTD-598 Statement.
6) Route wise KMPL Statement.
7) Non-Revenue Kms Statement.
8) Oil Issued / received to / from Statement.
9) FC planner Statement.
10) Vemas status statement.
11-) **Vehicle wise performance**
12) **Driver wise performance.**
13) **Schedule Due statement.**

Stoins: Reports to be generated:-

   Daily reports:-
1. **Daily checklist of Transactions**
2. **Current Item Balances Statement (Xmen) Monthly reports:-**
3. **Monthly Indent for Items.**
4. **Supplementary   indent for items.**
5. **Form-A(Large) A-200.**
6. **MTD27/R (R) for Items.**
7. **Consumption Analysis (A & B Items)**
8. **Local Purchase Statement.**
9. **Local Purchase Analysis.**
10. **Non-moving / Low Stock Statement.**
11. **Vehicle wise Issue Statement.**

Module: DOLTAS.
   Daily Reports :
1) **ADC's Cash Statement.**

2) **DCs cash Statement.**

3) **Daily Earnings Statement (MTD 108).**

4) **Daily Operations Statement (MTD 110).**

5) **Tickets Issue Statement (MTD 4 r).**

6) **Ticket stock valuation statement .**

7) **Reconciliation Statement.**

8) **Daily Low/High earnings statement.**

9) **Police warrants statements.**

10) **Short, Excess, AMG statement.**

11) **SRT Statements.**

12) **Waybills Submitted Statement.**

13) **Daily Dayout/Nightout Elegibility Statement.**

14) **Waybill verifying Statement.**

15) **MTD-118r & MTD-118s statements.**

16) **Target Fixation Statement, (on 21st).**

MONT   MONTHLY REPORTS:-1.MTD- MTD230(At any time & for any single service).2.Crew Crew performance Statement (for conductors and Drivers).3.Depot Depot Productivity Statement.4.Spot I Spot incentive Statement.5.CondConducter Short Remittance Statement.6.ConduConducter   & Drivers Incentive Statement.7.Out DOut depot Remittances/ Receipts Statements (Summary of MTD427).8.Credit Credit Advice Reports(Summary of Auxiliary Waybills Issued /Recovered)9.Tray Tray movement Register.10.Check Check Graph statement.11.Ineffic Inefficiency chart.12.Dayo Dayout and Nightout Monthly statement.13.Servie Service wise Performance Register.14.Route Route wise Performance Register.15.CauseCause wise cancellation Statement.