ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Dy.CME (SM-IT)/LSA(1)/2005-IT

O/o the VC & MD,
MSRD-HYD-20.

CIRCULAR No.   5 /2005-IT, dt.   2.1.07.2005

Sub : **DCP** - New programs for generation of Attendance, Leave, Sick, Absenteeism particulars of Crew for any given period, in months - Reg.

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At present, there is a provision in DCP (Depot Computerisation Project) software for generation of reports showing the attendance, leave, sick, absenteeism particulars of crew. The existing software has a provision for generating these particulars for a) for the current month, and b)for the current financial year.

Based on the requests received from Regions, two new programs have been developed by Computers Department. Using these new programs the attendance, leave, sick, absenteeism particulars of crew, can be generated for any required period (in months). These details can now be generated even for periods prior to the current financial year and even for individual employees.
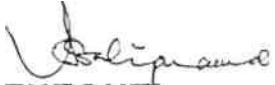
The following two (2) programs, now developed, are made available on APSWAN, in **/dcp/oltas/** directory.

1. lsa_9per.cob : The input required for this program is the period (start and end month & year) for which the details are required. The report **lsa_9per.rpt** is generated by this program and the report contains the employee-wise attendance particulars i.e., Staff No., Name, Cumulative Attendance, Leave, Sick and Absenteeism particulars for the given period, apart from individual month-wise details.

2. **lsa_** 9sum.cob : This program generates a summary of all the information generated by the above program. The report generated by this program is **lsa_9sum.rpt.**

The above reports will be useful for the Depot Managers, Supervisors and inspecting officials, in analyzing the attendance particulars of Crew and in decision making. They will be useful in deciding 02 cases, sanctioning Leaves, Recommending for Transfer, giving Awards, giving permanent duties etc.,

All the Depot managers are requested to make use of the above two programs. The concerned Regional/Divisional core group supervisors may be contacted if any assistance is required for using these programs.

To

EXECUTI   IIRECTG>Rtrf&MS)

All Depot Managers.

Copy to : All EDs of HO.
Copy to : PA to VC & MD. Copy to All Executive Directors of Zones for inf. Copy to All Regional

Managers for inf. Copy to all Divisional Managers for inf.