



## ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. ATM-I (M-IT)/TIMs/1/2023

O/o the VC&MD  
RTC HOUSE, VIJAYAWADA

### **CIRCULAR No.01/2023-IT Dated :23-01-2023**

**Sub: TIMs** – Standard Operating Procedure for Operation & Maintenance of old offline TIMs subsequent to introduction of e-PoS machines under UTS Project – Reg.

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Corporation had taken a decision to implement Unified Ticketing Solution (UTS) project in APSRTC with a view to integrate the different service platforms provided to the customer. Accordingly, tenders with reverse auction were conducted and System Integrators for Development of Software for UTS Project and for Supply, maintenance of the e-PoS machines respectively are identified.

The Pilot roll out of UTS project in Vijayawada and Guntur-1 depots commenced in the month of July 2022 and from then onwards number of schedules operated with e-PoS machines have been increased day by day. As on date, 8217 schedules are being operated under UTS project and 10511 e-PoS machines were supplied to depots.

Under the above circumstances the following Standard Operating Procedure for Operation & Maintenance of the old offline TIMs shall be followed:

1. Old Offline TIMs can be used in case of any emergency like UTS/CIS server down and e-PoS issues etc., to have smooth business continuity without hampering the punctuality of the services.
2. Back up of database for all old offline TIMs of different makes, should be taken every week.
3. All TIMs should be updated with latest Software version (Analogic: 3.02 dated 27.01.2022, MicroFx: 9.1 & Quantum: 3.41). Whenever a new software version is released, it should be loaded in all TIMs immediately.
4. Whenever problem arises, TIMs covered under warranty period should be sent to Service Centers for repair without any delay.
5. 100% charging of TIMs should be ensured at least once in a week for maintaining good Battery health.
6. Whenever necessary, offline TIMs should be utilised on rotation basis. No TIM should be kept idle for long time
7. All old TIMs should be maintained in good condition and ready to use.

8. TIMs should be stored only after uploading the data into client PC.
9. TIMs should be stored in a clean and safe place under the custody of DC (Earnings).
10. TIMs should be kept in a rat free and water leakage free area.

**Procedure for Scrapping of Old Offline TIMs:**

- i. The old TIMs which completed 3 years of life and not working shall be scrapped immediately.
- ii. A depot level committee with Traffic In-charge, Finance In-charge and Security In-charge shall be constituted to inspect the TIMs and prepare the information in the given table:

| Sl.No. | TIM No. | Make | Commission Date | Working/Not Working | Recommended for Scrap - Yes/No | Remarks |
|--------|---------|------|-----------------|---------------------|--------------------------------|---------|
|        |         |      |                 |                     |                                |         |

- iii. Based on the recommendations of the committee, Depot Manager shall obtain sanction of Dy. CME through DPTO for scrapping of old offline TIMs.

Therefore, all Depot Managers shall implement the instructions in the SOP without fail.

All inspecting Officers shall verify compliance by respective units as one of the priority items periodically.

DPTOs shall ensure compliance at all units of their jurisdiction and submit detailed report by 30.01.2023 without fail.

**Executive Director (A)**

Copy to all Executive Directors, FA&CAO for information.

CC to: all HODs, DPTOs for information.

CC to: all Depot Managers for necessary action.