



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. OP2/308(1)/2015 -MED

Office of the VC&MD,  
MSRD, Hyderabad -624

**CIRCULAR No.01/2016 - MED, Dt. 04.01.2016**

Sub: **OIL & GAS CONSERVATION FORTNIGHT:-** Celebration of Oil & Gas Conservation Fortnight from 16.01.2016 to 31.01.2016 - Instructions issued - Reg.

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**1. INTRODUCTION:**

The Ministry of Petroleum and Natural Gas(MoP&NG), Govt. of India has been directing to observe "**OIL & GAS CONSERVATION FORTNIGHT (OGCF)**" from 16<sup>th</sup> Jan to 31<sup>st</sup> Jan every year throughout the country with the objective of strengthening the oil conservation movement. The slogan and logo for this year (2016) is yet to be finalized by Govt. of India & PCRA. Slogan and logo will be communicated soon after it is released. A few other important slogans are given at annexure-A.

With widening gap between the national demand and supply from indigenous sources, conservation of petroleum products has assumed great importance. Corporation spends nearly 39% of its total revenue on HSD oil alone. HSD oil conservation, therefore, is a matter of great significance to our Organization to reduce the cost of operation.

During this OGCF, the entire oil industry under the guidance of MoP&NG undertake various kinds of activities to emphasize the need and importance of conservation of petroleum products & environment protection.

For more than 4 decades, APSRTC is vigorously implementing oil conservation measures by educating and motivating all our employees about the need for oil conservation. The success of our efforts is reflected in continuous improvement in HSD & LUB KMPL from year to year. Dedicated and committed involvement of Drivers, Mechanics, Supervisors and Managers to improve the fuel efficiency is the secret behind the success of our organization in oil conservation.

**2. PROGRAMMES DURING OIL CONSERVATION FORTNIGHT:**

During Oil Conservation Fortnight, all our efforts have to result in reinforcement of the message of conservation of oils. To spread the message of oil conservation, different programmes have been chalked out in co-ordination with the Oil Companies and Vehicle manufacturers. The details are as follows.

## 2.1. OIL CONSERVATION CLINICS AT DEPOTS:

M/s IOCL / HPCL /TATA MOTORS / ASHOK LEYLAND / VOLVO /ISUZU/ EICHER/ BOSCH / BGL have agreed to organize one day Oil Conservation Clinics for the benefit of our employees during the Oil Conservation Fortnight at the following Depots as indicated against each Region.

### a) M/s INDIAN OIL CORPORATION LIMITED:

CTR REGION : ALPR, STVD, MPL-I, SHKT, PTR, CTR-I, KPM  
TML, CTR-II, PLMR, MPL-II, PLR, MNGLM, TPT  
NEC REGION : SKLM-I, SKLM-II, PLS, TKL, PLK, VZM, PPM, S.KOTA, SLR

### b) M/s HINDUSTAN PETROLEUM CORPORATION:

WG REGION : TPG, BVRM, ELR, JRG, NSP, TNK, NDD, KVR  
EG REGION : TN, ELSM, RJY, AMP, RVPM, GKRM, RCPM, RZL  
KRI REGION : GVPT-I, JPT, GVRM, AVG, MTM, GDV, TVR, NZD, VYR  
OGL REGION : OGL, CRL, KDKR, GDLR, MRKP, KNG, ADK, PDL

### c) M/s TATA MOTORS LIMITED:

VSP REGION : WLT, GWK, SML, VSCD, PDR, AKP, MDWD & NSPM  
KDP REGION : RYCT, BDVL, PLVD, PDTR, KDP, RJPT, JMD, MYDK

### d) M/s ASHOK LEYLAND LIMITED:

GNT REGION : TNL, CPT, SAP, RPL, NRT, PDRL, PNR  
GNT-I, GNT-II, MNGL, BPTL, MCL, VNK

### e) M/S EICHER LIMITED:

KRNL REGION : KRNL-I, KRN-II ADN, YMG, ALG, BPL,  
NDL, NDK, DN, ATK (K), KKTL,  
ATP REGION : ATP, TDP, KLDG, KDR, HDP, RYG, URK,  
PTP, DMM, GTKL, GTY, MDKS

### f) M/S BOSCH LIMITED:

NLR REGION : VKD, ATK (N), UGR, RPR, GDR, SLPT, KVL, VGR, NLR-I &  
NLR-II

### g) M/S VOLVO INDIA LIMITED:

VSP REGION : VSP, MDPM  
EG REGION : KKD  
KRI REGION : ATNR

### h) M/S BGL:

KRI REGION : VDPM, GVPT-II, IBM(V)

### i) M/S ISUZU

KRI REGION : VJA

The representatives of Oil Companies/Vehicle Manufacturers, M/S Bosch and M/S BGL will fix the details of the programme at each Depot such as date and time in consultation with the concerned RM/Dy CME & Depot Managers. The Depot Managers/Dy CMEs are advised to extend full co-operation to the representatives of Oil Companies/ Vehicle Manufacturers and M/S BGL in organizing the Oil Conservation Clinics.

## 2.2. OIL CONSERVATION CLINICS AT ZONAL WORKSHOPS:

M/s IOCL /HPCL/TATA MOTORS/ASHOK LEYLAND have agreed to organize Oil Conservation Clinics of one day duration at Zonal Workshops as follows. NLR by M/s ASHOK LEYLAND LIMITED, KDP by M/s Tata Motors, TPT & VZM by M/s IOCL, and VJA by M/s HPCL. The representatives of Oil Companies and Vehicle Manufacturers will finalise the details of the programme such as time and date in



consultation with the concerned Works Managers. The Works Managers are advised to extend necessary co-operation to the concerned officials for effectively spreading the message of Oil Conservation to the employees.

The Works Managers are permitted to incur an expenditure upto Rs.3,000/- for celebration of Oil & Gas Conservation fortnight in the Zonal Workshops.

### **2.3. QUIZ COMPETITION FOR DRIVERS AT REGIONAL LEVEL:**

M/s IOCL / HPCL /TATA MOTORS / ASHOK LEYLAND / EICHER/ BOSCH have agreed to organize a Regional level Quiz programme of Half a day duration for Drivers at Regional Head Quarters during the oil conservation fortnight. The Best Three Drivers from each Depot who have conserved maximum HSD oil during the year 2014-15 over the route-wise KMPL targets have to be deputed to participate in the Regional level Quiz competition.

- a) **M/s INDIAN OIL CORPORATION LIMITED:**  
CTR & NEC REGIONS
- b) **M/s HINDUSTAN PETROLEUM CORPORATION:**  
WG, EG, OGL & KRISHNA REGIONS
- c) **M/s TATA MOTORS LIMITED:**  
VSP & KDP REGIONS
- d) **M/s ASHOK LEYLAND LIMITED:**  
GNT REGION
- e) **M/S EICHER LIMITED:**  
KRNL & ATP REGION
- f) **M/S BOSCH LIMITED:**  
NLR REGION

The Company representatives will finalize the details of the programme such as time, date and place in consultation with the Regional Manager and Dy.CME concerned.

### **2.4. QUIZ COMPETITION FOR MECHANICS AT REGIONAL LEVEL:**

M/s IOCL / HPCL /TATA MOTORS / ASHOK LEYLAND / EICHER/ BOSCH have agreed to organize a Quiz competition programme of Half a day duration for Mechanics at Regional Head Quarters during the oil conservation fortnight. One KMPL Mechanic and Two Engine Mechanics of SCH-III maintenance of each Depot have to be deputed for the above Quiz competition.

- a) **M/s INDIAN OIL CORPORATION LIMITED:**  
CTR & NEC REGIONS
- b) **M/s HINDUSTAN PETROLEUM CORPORATION:**  
WG, EG, OGL & KRISHNA REGIONS
- c) **M/s TATA MOTORS LIMITED:**  
VSP & KDP REGIONS
- d) **M/s ASHOK LEYLAND LIMITED:**  
GNT REGION
- e) **M/S EICHER LIMITED:**  
KRNL & ATP REGION
- f) **M/S BOSCH LIMITED:**  
NLR REGION



The Company representatives will finalize the details of the programme such as time, date and place in consultation with the Regional Manager and Dy.CMEs concerned.

#### **2.5. ELOCUTION COMPETITION TO THE DRIVERS AT ZSTCs:**

Elocution competition for Best HSD KMPL Drivers on the subject of the importance of "OIL CONSERVATION - ROLE OF DRIVERS" in Telugu will be organized at Zonal Staff Training Colleges. All Principals of ZSTCs are advised to organize these Elocution competitions at ZSTCs in consultation with the Dy.CME nominated for this purpose. The following Dy.CMEs are nominated to organize this competition in various Zones at concerned ZSTCs as per the programme mentioned below:

KADAPA ZONE DEPOTS : ZSTC/KRNL Dy.CME/HDP & KDP	ON 12.01.2016
NELLORE ZONE DEPOTS : ZSTC/NLR Dy.CME/OGL & TPT	ON 12.01.2016
VIJAYAWADA ZONE DEPOTS : ZSTC/VJA Dy.CME/VJA & GNT	ON 13.01.2016
VIZIANAGARAM ZONE DEPOTS: ZSTC/VZM Dy.CME/EG & VSP(U)	ON 13.01.2016

The Best KMPL Driver of each Depot of Zone will participate in this elocution competition. Each participant will be given 5 minutes time to talk on the topic. Three best speakers (1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup>) will be selected from each Zone. The First prize winner of each Zone shall be deputed for receiving the prize at the state level function to be held in Vijayawada during Oil Conservation Fortnight. The exact date and venue of the function will be intimated separately. The Second and Third prize winners of each Zone will be presented with prizes at Zonal level on the day of selection at ZSTC. The concerned Principal/ZSTC will be co-ordinating for organizing the above programmes at all Zones. **In this connection, Principals of ZSTCs are authorized to incur a total amount of Rs.1,000/- towards presenting gift items to both 2<sup>nd</sup> & 3<sup>rd</sup> best Drivers selected in elocution competition.**

#### **2.6. ESSAY WRITING COMPETITION TO MECHANICS:**

Essay Writing Competition for Mechanics on " THE ROLE OF MECHANICS IN FUEL CONSERVATION AND POLLUTION CONTROL" will be conducted at state level to present the best three awards at state level function. The Depot Managers are advised to notify the above to all the Mechanics working under their control, collect the essay writings of Mechanics and to transmit from Depots to CME (O) before **12.01.2016** for considering in the competition. The entries received after **12.01.2016** will not be considered.

The entries will be scrutinized at Head Office and the mechanics of the best three essays will be presented with awards in the state level function to be held during Oil Conservation Fortnight.

## 2.7. AWARDS TO BEST HSD KMPL MECHANIC IN EACH REGION BY HPCL:

M/s HPCL have agreed to present an Award to One Best HSD KMPL Mechanic from each Region. The RMs were already requested to inform the name of the KMPL Mechanic of the Depot which has been selected for the Best HSD KMPL Award in the Region for the year 2014-15 and transmit the name to CME(O) on or before **12.01.2016** for further necessary action. The awards will be presented in the state level awards function to be held during Oil Conservation Fortnight.

## 3. AWARDS FOR FIRST FIVE BEST DRIVERS IN EACH REGION:

M/s HPCL have agreed to sponsor the awards to the First Five Best Drivers in each Region who saved maximum HSD oil against the route-wise targets on which they operated during the year 2014-15.

M/s HPCL have also agreed to sponsor the awards to the SDI of the best HSD KMPL Depot of the Region and one PJDI of Best HSD KMPL Region each in Tata area and Leyland fleet area at Corporate level for the year 2014-15. The names and other details of Region-wise Drivers & SDIs and PJDIs at corporate level will be intimated separately.

## 4. AWARDS FOR BEST HSD KMPL DEPOTS / REGIONS / ZONE FOR THE YEAR 2014-15 BY M/s IOCL:

M/s IOCL have agreed to sponsor the awards to the one Best HSD KMPL Depot in each Region, one Best Region each in Tata and Leyland fleet area and one Best Zone at Corporate level with highest HSD KMPL performance for the year 2014-15. Awards will also be given to one Depot & one Region in each Tata & Ashok Leyland areas for achieving highest HSD KMPL improvement over previous year. The list of Best Units and other details will be intimated separately.

## 5. AWARDS FOR BEST TOTAL LUB KMPL DEPOTS / REGIONS / ZONE FOR THE YEAR 2014-15 BY M/s IOCL:

M/s IOCL have agreed to sponsor the awards to the Best Total LUB KMPL depots @ 1 per Region. One Best Region in Tata area, one in Leyland fleet area and one Best Zone at Corporate level also will be awarded for the best performance for the year 2014-15. The list of best Units and other details will be intimated separately.

## 6. ROLE OF DEPOT MANAGERS:

- During the oil conservation fortnight, all the Depot Managers are advised to ensure exhibition of oil conservation slogans shown at **ANNEXURE-A** at the Depots and Bus Station premises at appropriate places, through flexi banners. The banner shall be of uniform size of 8X4 feet with Oil & Gas conservation Fortnight logo along with APSRTC logo, as shown at **ANNEXURE-B**
- In order to carry the message of oil conservation, simple and effective programmes are to be organized with the involvement of local officials at all the Depots.
- Depot Managers shall organize gate meetings during changeover time to educate the Drivers on the importance of Fuel Conservation.
- All the Depot Managers excluding the Depots where the Regional function is organized (mostly Headquarter Depots) are permitted to incur an expenditure of Rs.3,000/- for celebration of Oil and Gas Conservation fortnight at Depots.
- The Depot Managers of Depots where the Regional function is organized along with Quiz programme for Drivers and Mechanics are permitted to incur an



expenditure of Rs.4,000/- for celebration of Oil and Gas Conservation fortnight at Depots. (These Depots have to be identified by the concerned Regional Manager @ one Depot per Region).

**7. ROLE OF Dy.CHIEF MECHANICAL ENGINEERS:**

- Dy.Chief Mechanical Engineers of Regions shall actively participate in the functions organised at Depots / Workshops by the oil companies / OEMs to give their message on oil conservation during the oil conservation fortnight. They shall organize competitions in coordination with Oil Companies / Vehicle Manufacturers.
- They shall also identify the low HSD KMPL Depots and address the Drivers / Mechanics of such Depots through a meeting organized during oil conservation fortnight.
- They shall visit and inspect at least 2 low KMPL Depots during the fortnight and ensure all vehicles related defects are attended besides counseling of low KMPL Drivers based on route-wise bench mark HSD KMPL.

**8. ROLE OF REGIONAL MANAGERS:**

- Regional Managers are advised to participate in the functions organised at Depots / Workshops by the oil companies / OEMs to give their message on oil conservation during the Oil & Gas Conservation Fortnight.
- They shall also identify the low HSD KMPL Depots and address the Drivers / Mechanics of such Depots through a meeting organized during oil conservation fortnight.
- They shall arrange wide publicity on Oil Conservation Fortnight through print & electronic media.

**9. ROLE OF EXECUTIVE DIRECTORS (Zones):**

- Executive Director (Zones) are advised to attend the functions at Depots/Regions / Workshops organized by the Oil Companies/Vehicle Manufacturers/M/S Bosch/M/S BGL to give their message during oil conservation fortnight.

The addresses of Oil Companies, Vehicle manufacturers & M/s BGL are enclosed at **Annexure-B**.

The Regional Managers and Depot Managers are advised to submit a detailed report on the activities under taken during OGCF to Executive Director (E&IT) within one week after the completion of Oil Conservation Fortnight to enable this office to send a consolidated report to the Government.

Please acknowledge.

ENCL: 1). Annexure-A  
2). Annexure-B

  
**CHAIRMAN & MANAGING DIRECTOR**

To  
All Executive Directors (Zone)

Copy to: All Officers of the Corporation  
Copy to: All Maintenance incharges of the Depots for necessary action  
Copy to: Manual Section/Head Office for filing  
Copy to: All OEMs, Oil companies & M/s BGL for information & necessary action  
Copy to: Resident Audit Officer, A.G.Audit, Bus Bhavan for information

**ANNEXURE-A**  
**IMPORTANT SLOGANS FOR OIL CONSERVATION FORTNIGHT**

- 1) DROPS OF WATER CAN MAKE AN OCEAN,  
DROPS OF OIL CAN SAVE A NATION
- 2) BURN CALORIES, NOT FUEL
- 3) UNITED WE SAVE ENERGY  
DIVIDED WE WASTE ENERGY
- 4) SAVE OIL TODAY AND BE HAPPY TOMORROW
- 5) ACCELERATE OIL CONSERVATION &  
PUT BRAKE ON POLLUTION
- 6) SAVE " OIL " THE LIQUID GOLD &  
MAKE THE NATION RICH AND BOLD
- 7) LET US CONSERVE OIL TODAY FOR BETTER TOMORROW
- 8) ENERGY IS A PRECIOUS COMMODITY,  
CONSERVATION IS OUR RESPONSIBILITY
- 9) MONEY WASTED : CAN BE RESTORED  
HEALTH WASTED : CAN BE RESTORED TO SOME EXTENT  
FUEL WASTED : CAN NEVER BE RESTORED
- 10) YOU HAVE THE RIGHT TO USE OIL,  
AND THE DUTY TO SAVE IT
- 11) YOU CAN MAKE THE DIFFERENCE, SAVE OIL
- 12) FOR OUR HAPPY TOMORROW, SAVE OIL TODAY
- 13) SAVE OIL & GAS FOR NATION'S PROSPERITY

**ANNEXURE-B(Page No.1)****ADDRESSES OF OIL COMPANIES, OEMs and PCRA****I. INDIAN OIL CORPORATION LIMITED:**

1. Sri K.M.V.S.Raju, Dy General Manager (Consumer Sales), M/s Indian Oil Corporation Limited, A.P.State Office, 3-6-436 to 438, IIInd Floor, Naspur House,Himayatnagar,Hyderabad- 500029, Phone No.27630693, FAX No.27606712. CELL NO.9491063003
2. Sri Sasank Misra, Senior Manager(Consumer Sales), M/s Indian Oil Corporation Limited, Divisional Office, 3-9-1-83 to 84, Sarojani Devi Road, Secunderabad-500003, Phone No.27800771/ 27800114, FAX No.27802130. CELL NO. 9490958031
3. Sri Kishore Bhatra, Manager(Consumer Sales), M/s Indian Oil Corporation Limited, Divisional Office, G.V.R.Towers, IIIrd Floor, Bharathi Nagar, Ring Road, VIJAYAWADA- 520008, Phone No.2546710, FAX No.2546706. CELL NO.9490958041
4. Sri V.Dhanunjay, Chief Divisional Consumer Sales Manager, M/s Indian Oil Corporation Limited, Divisional Office, 8th Floor, LIC Buildings, Jeevan Bhima Marg,Visakhapatnam, Phone No.2854801, FAX No.2754022. CELL NO.94909 58032

**II. HINDUSTAN PETROLEUM CORPORATION LIMITED:**

Sri Chandramouli, Senior Regional Manager, M/s Hindustan Petroleum Corporation Limited, 130/1, Sabastian Road S.D.Road, P.B.No.5, Secunderabad, Phone No.27778523 FAX No.2770 4381. CELL NO.8978282835

**III. ASHOK LEYLAND LIMITED:**

Sri Ch.R.Satry, Regional Manager (Service), Ashok Leyland Limited, 3rd Floor, Dhraupathi Chambers, 31, Sarojini Devi Road ,Next to ITC Agri Marketing Office, Secunderabad - 500 003 Phone No. 040-40662000 / Fax No. 040-27711009, CELL NO.9701102525

**IV. TATA MOTORS LIMITED:**

1. Sri Ramesh Budde, Area Service Manager, M/S TATA MOTORS LIMITED, 1-10-39 to 44, 4th Floor, Gumidelli Towers, Old Air Port Raod, Begumpet, Hyderabad - 500016, Phone No.66563551, FAX No.66563550, Cell No. 8977212348.
2. Sri Snatasri Ghosh, Area Service Manager, TATA MOTORS LIMITED, Area Office, Indira Arcade, Dr.no.54-15-4D, II floor,Mahanadu Road Corner,Srinivasa Nagar Bank Colony,Vijayawada - 520008, Phone No.0866 2543522, Cell No.9833111738



**ANNEXURE-B(Page No.2)**

**VI.EICHER LIMITED:**

Sri K.Srinivas, Area Manager (STU), VE commercial vehicles ltd.,1-10-39 to 44, 3rd floor (3-A), Gummadelli, Towers, Old Air Port Raod, Begumpet, Hyderabad - 500016, Phone: 040 40201095, Fax: 040 40201090, Mobile: 8008578280

**VII. BOSCH:**

Sri Balamuraugan, Territory Manager, M/S BOSCH Ltd., Sweksha-117, Srinagar Colony, Trimulghery, Secunderabad - 500 015, Phone No.27990266 / 27990308 FAX No.27990338. (Cell NO.9963751075).

**VIII.VOLVO INDIA LIMITED:**

Sri. V.Ramesh, Bus Centre Manager,M/s VECV Ltd, #345 & 345/B Part, Bachupally village, Ranga Reddy District, HYDERABAD- 500 090 Fax: 40204458  
Mobile: 09860798403.

**IX.M/s BGL:**

Sri Sri A.K.Das, Managing Director, M/S Bhagyanagar Gas Limited, Parishram Bhavan, Basheerbagh,Hyderabad-500 004, Fax no. 040-6656508, Phone no. 040-66566986