

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. OP2/420(3)/2001-MED

Office of the VC & MD
Mushirabad, Hyderabad-20

CIRCULAR No. 23/2001-MED, DT. 24-08-2001.

- SUB.:-- HSD OIL - Managerial Operational and Technical strategies on LOW
HSD KMPL Drivers to improve HSD KMPL - Reg.
- REF :- 1) Circular No. 24/ 1995-MED, Dt. 22-09-1995.
2) Circular No. 25/1995-MED, Dt. 16-10-1995.
3) Circular No. 15/1999-MED, Dt. 06-05-1999.

Corporation spent Rs. 680/- crores on HSD Oil in the year 2000-2001 which is 25% of the total expenditure. The HSD KMPL of the Corporation for the year 2000-2001 was 5.08 while it was 5.12 upto July last year. But the HSD KMPL for this year upto July 2001 is only 5.06 this showing a decline 0.06 KM/Ltr. A drop in HSD KMPL by 0.01 for the entire year will cost the Corporation Rs. 1.50 crores. Hence there is every need to improve the HSD KMPL in the remaining period of this year so as to achieve the target of 5.11 for 2001-2002.

One of the important factors involving HSD KMPL of a Vehicle is the role of Driver, statistics obtained from the Regions about the Drivers obtaining less than 5.00 KMPL revealed that 40% of Drivers in the Corporation give a KMPL of less than 5.00 in the month of June 301. Hence the Identification of low KMPL Drivers, counseling and imparting training to those Drivers is of utmost importance in order to improve the KMPL, since the contribution of driver towards KMPL is around 70 to 80%.

Detailed guidelines were issued vide Circulars cited at reference, regarding the identification of Low HSD KMPL Drivers and counseling them at appropriate level to improve their performance.

From the recent inspection reports of Depots by the team of Officers from MED and their inspection reports of field Managers, it is revealed that the identification of low KMPL drivers and counseling is not effective in the Depots, resulting in wide variations in the 3D performance from one Driver to another Driver operating in the same route with same type of Bus.

In view of the above it is necessary to implement the following guidelines in respect of Low KMPL Drivers immediately to improve the HSD performance in the months to come. The following guidelines are prepared duly discussing the subject with the field Managers at different levels for effective implementation.

- 1) Speeds of Vehicles shall be checked regularly and maintained as per the revised Circular instructions without any deviation.
- 2) The services of Safety Inspector is to be utilised for imparting necessary training to low KMPL drivers
- 3) Low KMPL Drivers are to be identified based on route wise/type wise (Exp./Lux./Hi-tech / Ord.) performance instead of on overall Depot performance. The poor performer shall be pulled up to improve their KMPL to at least the route average KMPL.
- 4) Services of Safety instructor/good KMPL Driver shall be utilised on the lowest performance routes to establish benchmark KMPL for low performance routes and suitable action may be taken to improve performance of low KMPL Drivers.

- 5) Advice letters are to be issued to the low HSD KMPL Drivers identified based on bench mark KMPL duly indicating his KMPL & the additional expenditure incurred by him for performing below the Depot average KMPL. This has to be followed by a charge sheet and disciplinary action, if the drivers do not improve in respect of HSD KMPL.
- 6) Counseling of identified low KMPL Drivers shall be done & their signature shall be obtained in the Drivers counseling register as having been counseled.
- 7) Low KMPL Drivers should be sent to ZSTCs for training for "2nd and 3rd" time without paying wages for the period of training if they fail to improve after attending 1st training.
- 8) Drivers shall be black listed based on the low HSD performance even after training and their driving habits shall be checked on line by Driving instructors.
- 9) Low KMPL Drivers figuring in low KMPL list continuously for two months may be shifted from the existing route/change to other route/chart or their charted off shall be changed to create awareness.
- 10) Pocket KMPL books cum identity cards are to be provided so that Drivers carry them always.
- 11) Route wise/Type wise HSD Oil KMPL targets can be fixed basing on the moving average as is being done for Service wise Incentive targets basing on the Vehicle wise KMPL for previous months since vehicles are fixed for all the routes.
- 12) Particulars of targeted quantity of HSD Oil can be painted on boards at the Diesel Bunk and at the Dispatch room for the targeted quantity of HSD Oil for the individual route/service, so that the driver will readily know whether he has consumed more Diesel Oil than the targeted oil or not, which will certainly create much awareness among the Drivers.

SI. No.	Name of the Service	Targeted quantity of Diesel Oil
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- 13) A separate badge shall be given to the 5 highest KMPL Drivers of the previous month so that the said Drivers will wear the badges on their shirts to have special identity among the rest in the Depot.
- 14) Similarly one specially designed badge shall be given to the cumulative highest KMPL Driver of the Depot for previous year.
- 15) Unless Drivers carry KMPL book log sheet may not be given.
- 16) The names of best KMPL Driver identified for the previous 5 years shall be displayed in paint on a board permanently near the oil room. The names of 1st & 2nd best KMPL Drivers awarded with Cash every month shall also be exhibited prominently on the notice board the entire year.

All Depot Managers are advised to build up date and fix the targets for every routes with type wise operations immediately to identify the low KMPL Drivers initially.

After identifying the Drivers in the Depot the Depot Managers are advised to take necessary action to improve the HSD KMPL as per the guidelines mentioned above.

The Divisional Managers and Dy. Chief Mechanical Engineers of Zones are advised to ensure the implementation of Circular instructions in the Depots of their jurisdiction immediately without further loss of time.

The Executive Director (Zones) and Regional Managers are advised to review the status Depot-wise/Division-wise during the periodical review meetings and take suitable remedial action to improve HSD KMPL of Depots/Divisions.

Please acknowledge the receipt of circular.

Sd/-
(R. P. SINGH)
Vice Chairman & Managing Director

// Attested //
Sd/-
(CH. RAGHAVENDRA RAO)
Executive Director (E)