

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. Dy. CME (Elec]/138(7)/2001-MED

Office of the VC & MD
Mushirabad, Hyderabad-20.
Date : 04-10-2001.

CIRCULAR No. 30/2001-MED, DT. 04-10-2001.

SUB. :-- COST CONTROL - Observance of economy in the consumption of Electricity-Reg.

REF :-- 1) Circular No. 23/2000-MED, Dt. 24-06-2000.
2) Circular No. 38/2000-MED, Dt. 24-10-2000.

Detailed instructions were issued from time to time on the measures to be taken by the units to conserve the electrical energy.

Even after giving detailed instructions on the conservation of electricity, it is observed that at some units the consumption has increased from month to month and this is contradictory to the Circular instructions.

VC & MD desires to reduce the cost on payment of electricity bills wherever possible by adopting the procedure as mentioned in the above Circulars.

On review of the consumption it has come to our notice that at some units are not following the Circular instructions and the cost or payment of electricity bills has increased.

It is observed that the lights, fans and air conditioners in the cabins of Officers are continuously running from morning to evening even though the officer is not available on the need. Similarly the fans and lights in some of officers are also running though the staff are not in their seats. This causes unnecessary consumption of electricity which can be controllable.

Further it is also noticed that the consumption of electricity has not reviewed in the periodical meetings held at Regional and Zonal level to control the same.

Hence, the following instructions are reiterated for strict implementation .

Review the consumption of electricity of Depots and other units in the periodical review meetings by Divisional Managers, Regional Managers and Executive Director (Zones) and take remedial action wherever necessary.

To switch off unnecessary illumination at officer rooms and offices wherever the officer and staff are not in their respective seats.

- To collect the electricity charges promptly from stall Owners in Bus Stations.
- To fix the consumption quota on electricity unit wise as per the their need.

To switch off the unnecessary illumination at Bus Station in the late night.

Payment of electricity charges duly verifying for correct categorisation and units consumed mentioned in the bills.

To fix up the responsibility for switching OFF the lights etc., duly following a register.

The unit officer is responsible for any unauthorised tapping of electricity from our service connections, and therefore all unit Incharges shall take personnel interest and to check the irregularities if any to achieve the economy on the electricity.

All the Depot Managers/Unit Incharges are once again advised to follow the instructions given in the Circulars and to control the consumption of electrical energy duly monitoring regularly.

All Regional Managers and Divisional Managers are advised to review the electricity consumption and charges paid by the units in their periodical meetings and taken corrective actions.

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