

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. OP2/607(1)/2002-MED

Office of the VC & MD
Mushirabad, Hyderabad-20.

CIRCULAR No. 09/2002-MED, DT. 19-07-2002

SUB. :- TOOLS & PLANTS : ECONOMY/MEASURES-Imposition of ban on supply of T & P and furniture during the financial year 2002-03 Certain relaxation -Reg.

REF. :-- 1) Circular No. 14/78-MED, Dt. 15-11-1978.
2) Circular No. 34/91-MED, Dt. 09-09-1991..
3) Circular No. 39/91-MED. Dt. 09-10-1991.
4) Circular No. 27/99-MED, Dt. 06-09-1999.
5} Notification No. 055/245(2)/02-PD-1 11. Dt. 01-05-2002.

The Corporation has standardised the required Tools, Plants & Machinery to the Depots & Workshops for carrying out effective maintenance of Vehicles. Subsequently, the requirement of special tools, plant & machinery was communicated to improve maintenance standards & to take care of the modifications introduced by the OEMs on the Vehicles and aggregates vide Circulars cited at reference 2 & 4.

The availability & maintenance of Depot/Workshops equipment in proper working condition & providing sufficient tools to the garage / workshop staff is of utmost importance for the effective maintenance of the vehicles at Depots & for Productivity in Workshops.

Normally the Tools, Plants & Machinery items at Depots/Workshops are procured in the following circumstances.

- 1) Against DS8 of the existing Tools, Plants & Machinery on account of wear & tear, completion of excepted life & beyond economical repairs.
- 2) Replacement of Tools like spanners, tyre changing tools against shortages due to theft, misplacements duly following the guidelines.
- 3) Procurement of additional Tools, Plants & Machinery due to increase in fleet strength at depots.
- 4) Procurement of new tools like spanners etc., on account of modification in existing model of vehicles.

In view of the present financial position of the Corporation, a Notification was issued vide letter cited at reference-5. stating that "No T & P and furniture except medical equipment shall be sanctioned and supplied upto March 2003". Instances have come to the notice that keeping in view the above notification, the cases from Depots/Workshops pertaining to procurement of garage/workshop. Tools, Plant & Machinery which are very essential for day to day maintenance of buses at depots and overhaul activity at Zonal Workshops are being rejected.

Tools and Plant procurement on account of above reasons can not be curtailed since it

affects the maintenance activity at depots and production at Zonal Workshops. Keeping in view the necessity to ensure availability of required Tools, Plants & Machinery for maintenance activity at Depots & overhaul activity at Workshops. It is decided to except procurement of Tools, Plant & Machinery required for Depots & *Zonal* Workshops from the ban imposed by the above notification.

Hence, all Depot Managers are advised to ensure proper working condition & availability of all Tools, Plants & Machinery at the Depot as per the normal paid procurement/replace wherever necessary duly following the procedure & Delegation of Powers without any deviation.

All DVMs/Dy. CMEs are advised to ensure proper working condition of all Tools, Plants & Machinery and provision of required Tools to the Mechanical Staff & Buses at the Depots of their jurisdiction for effective maintenance of vehicles.

They are also advised to inspect the above aspect during their regular inspections of Depots and take necessary action whenever necessary.

All Work Managers are advised to take necessary action to ensure availability of Tools, Plant & Machinery in their Zonal Workshops for overhaul activity.

All Regional Managers are advised to review the availability of required Tools, Plants & Machinery and Mechanic Tools at the Depots under their control and take necessary action wherever necessary duly following procedure.

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