

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

O/O the Managing Director,
Mushirabad, Hyderabad- 20

NO.OP2/843(1)/2003-MED

CIRCULAR NO.05/2003-MED, DATED 10.03,2003

Sub: DAMAGES - Cost of Damages caused to Vehicles due to burnt / set on fire by the extremists and damages caused due to accidents -Write off sanction - Revision of Delegation of Powers - Instructions issued - Reg.

**Ref: 1) Delegation of Powers 1994 (Item No.6,Section-5, Write Off losses).
2) Circular No. 15/2000-MED, 30.04.2000.
3) Board Resolution No.32/2003, Dt.25.01.2003.**

-oOo-

The Corporation Board vide Resolution No.34/2000, Dt.08.04.2000 delegated powers to accord write off sanction for Cost of Damages occurred to Vehicles in extremist activities, riots etc., or in accidents as follows.

ED(Z)	:	Full Powers in each case with the concurrence of Dy.CAO (Zone).
RM	:	Powers upto Rs.50,000/- in each case with the concurrence of Dy.CAO/AO of the Region.

NOTE: Powers as above shall be exercised subject to recovery from (i) the- Driver of APSRTC, if found responsible, upto maximum permissible limit or (ii) the Insurance Company or Owner / Driver of opposite vehicle to the extent held responsible as the case may be.

In the present system, even in cases where outside Vehicles are not involved in causing damages to the Corporation Vehicles, the total Cost of Damages to APSRTC Vehicles is reflected under the suspense account " Cost of Damages " in Depot accounts. The total amount of damages continues to remain outstanding in this account till such time recovery is ordered from Driver to the extent of maximum permissible amount if found responsible, or sanction of competent authority is obtained for write off as per the above delegation.

On a review, it was submitted to the Corporation Board that where Corporation Vehicle is not involved in an accident with outside Vehicle, the scope for effecting recovery of Cost of Damages is restricted to the maximum amount of recovery permitted to be made from the Driver, if held responsible. In such cases, it is not necessary to hold the total amount under the suspense account " Cost of Damages" . The Cost of Damages to the extent of maximum permissible amount of recovery from Drivers only has to be retained in suspense account and this could be cleared from this head as soon as the recovery is ordered from the Driver, if held responsible or on obtaining write off.

The Corporation Board, vide Resolution No.32/2003, Dt.25.01.2003 has approved to revise existing delegation of powers under Section 5 Item 6 of Delegation of Powers .which conferred full powers to ED(Z) and upto Rs.50,000/ - to RM.

Hence the revised Delegation of Powers under Section 5 Item 6 of Delegation of Powers will be as follows.

- A) ED(Z) : Full Powers in each case with the concurrence of Dy.CAO(Zone).
- B) RM : Powers upto Rs.50,000/- in each case with the concurrence of Dy.CAO/AO of the Region.

NOTE-1) Powers as above shall be exercised subject to recovery from (i) the Driver of APSRTC, if found responsible, upto maximum permissible limit or (ii) the Insurance Company or Owner / Driver of opposite vehicle to the extent held responsible as the case may be.

- 2) Provided that in case where no outside vehicle is involved in accident, Cost of Damages incurred over and the above the maximum permissible amount of recovery from the employee, if held responsible, shall be charged off to the fund / expenditure account directly.

In view of the above, as and when Debit Advices are received from Dy.CAO/ AO towards Cost of Damages, the Depots have to bring the amounts to book as follows:

- a) If outside vehicle IS involved:
Debit AH 2816 and Credit AH IUT for full amount
- b) If outside vehicle IS NOT involved:
- i) Debit AH 2816 with maximum amount (at present Rs. 1000) permissible for recovery from Driver, if held responsible;
 - ii) Debit AH 6902 with balance amount ; and
 - iii) Credit AH IUT with Debit Advice amount

In the light of revised Delegation of Powers, all the Unit Officers are advised to take expeditious action.



**VICE CHAIRMAN & MANAGING
DIRECTOR To All the Depot Managers**

Copy to: ED(E), ED(A), ED(O), ED(MIS), FA ,CAO and All EDs(Z) for information and necessary action.

Copy to: CME(O), CME(C&B), CM(IT &COM) and CCOS for information.

Copy to: All Regional Managers for necessary action.

Copy to: Dy.CME(C&B), Dy.CME(IEU) and ,Dy.CME(P) for information.

Copy to: All Dy.CMEs / Dy.CAOs of all Zones/Regions for necessary action.

Copy to: All Divisional Managers for necessary action.

Copy to: WMs, COSs of all Zones for necessary action.

Copy to: All Accounts officers for necessary action.

Copy to: Manual Section/Head Office for filing.