

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION



Office of the VC & MD
Museerabad, Hyderabad-20

No.OP2/377(10)/2005-MED

CIRCULAR NO.10/2005-MED DATED 03.09.2005

Sub: - **UPKEEP** - Complaint of roof leakage in buses on account of poor upkeep - Reg

REF: - 1) Circular No.14/T996-MED, Dt.07.06.1996.
2) Circular No.16/1996-MED, Dt.12.06.1996.
3) Circular N0.25/1996-MED, Dt. 17.07.1996.
4) Circular No. 13/2000-MED, Dt.27.04.2000.
5) Circular No.04/2001-MED, Dt.2002.2001.

A complaint was received from one of the passengers stating that the bus in which he was traveling had extensive roof leakages, due to which he (along with other passengers) was totally drenched, causing serious inconvenience.

Proper maintenance and upkeep of buses is a prerequisite for ensuring comfortable journey for the passengers. The incident cited above reflects on the poor upkeep of buses and lack of **inspection of Buses for proper upkeep by Officers and Supervisors at regular intervals**

Vide the circulars cited, detailed instructions were issued on the steps to be taken at Depots and Zonal Workshops to ensure proper upkeep of buses and to prevent occurrence of such unfortunate incidents. Some of the important guidelines issued are reproduced hereunder for immediate action.

- 1) The shift Supervisors at Depots have to inspect all the Buses daily as per the following list and, certify their satisfactory condition.
 - i) Interior cleanliness
 - ji) Exterior washing
 - iii) Glasses cleaning
 - iv) Window shutters
 - v) Seats cleaning
 - vi) Head Rest Covers
 - vii) Passenger & Driver Door locks
 - viii) Provision of Spare Tyre / Tools
- 2) During every Sch-III (12,000 KMs to 15,000 KMs), the In-charge Supervisor has to identify the defects in the condition of coach like loose / broken window shutters, condition of seats, dents on body, leakages of water into the Bus etc., go through the Vehicle Back History Register of the particular Bus for any complaints written by the Driver in respect of upkeep of Buses & leakages if any. **He has to ensure that the coach builders attend to the identified defects during Sch-III.**
- 3) During every Sch-IV(once in 3 months), **the terene felt on the windows shutters has to be replaced to arrest window rattling and leakage of rain water through** loose window shutters.
- 4) The Regional Managers have to organise inspection of 10% of Buses at Bus Stations in respect of Upkeep items; **and take corrective action** wherever necessary.

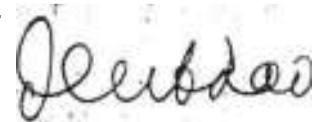
- 5) During fitness Certification of Vehicles once in every year, the following items are to be particularly attended to in respect of coach work, in addition to other items.
- a) Attention to passenger entrance door hinges/locks, Driver door, and emergency door
 - b) Replacement of broken glasses and Terene felt of window shutters.
 - c) Attention to dented exterior panels, and replacement if necessary.
 - d) Attention to passenger seat cushions and back rests,, and to replace damaged upholstery.
 - e) Fastening of all floor bolts , seat frame bolts, and replacing loose rivets.
 - f) Complete repainting of body, exterior and interior, wherever necessary.
- 6) During the conversion of replaced Luxury Biases into ordinary and City Buses, the Luggage carrier with catwalk and landing platform has to be fabricated at ZWS as per the specifications, and mounted on the roof as mentioned hereunder, ^"particular, to avoid leakages of water.
- a) Interior ceiling panels at luggage carrier leg mounting area are to be removed
 - b) 6mm MS base plate of **215 X 85** mm size is to be riveted with MS solid rivets to roof stick by drilling holes on the flanges of the roof stick from inside. Exterior panels need not be opened.
 - c) Luggage carrier legs are to be welded the base plate.
 - d) Shalimar Tarfelt shall be provided between exterior, panel and base plate to avoid water leakage,
 - e) Silicon, sealant shall be applied around the base plate to ensure leak proof joint.
- 7) The DMs/Dy.CMEs should thoroughly inspect the vehicles in the range of 8 to 9 lakhs and necessary attention in the form of Body repairs should be taken up on priority to see that the Vehicles operate reliably upto the stipulated mileage,-and no scope is given for complaints regarding poor condition of Buses.

"The incident mentioned at Para (1) supra indicates that necessary action has not been taken to implement the circular instructions already issued.

Therefore all the Depot Managers, Divisional Managers, and Regional Managers are Directed to ensure strict implementation of the circular instructions cited without any deviation and give no scope for such incidents in future. Any instance of poor upkeep or complaints on the upkeep of vehicles should be taken up seriously, and responsibility shall be fixed on the concerned for negligence.

The Works Managers are directed to ensure implementation of the circular instructions issued on the steps to be taken on vehicles at the time of conversion from one type to another at Zonal Workshops.

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