



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Mechanical Engineering Department, Office of the VC & MD,
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No : TR1/815(26)/2010-MED.

CIRCULAR NO.24 /2010 – MED, Dt : 08.09.2010

SUB: **TYRES:** Accumulation of Tyres at Depots for longer periods –
Instructions to avoid Idling - Reg.

REF: 1) Circular no: 16/2004 – MED Dt. 07.07.2004
2) Circular no: 11/2005 – MED Dt. 03.09.2005
3) Circular no: 16/2008 – MED Dt. 04.07.2008

Detailed Instructions were issued vide Circulars cited in the references for **avoiding Idling of Tyres** and using them on **First-In-First-Out (FIFO)** basis to improve the Tyre performance. Idling of Tyres for longer periods, results in **decay of Tyre casings due to aging**, leading to early failure of Tyres and reduced Tyre performance.

In spite of knowing the **gravity of negligence**, the Depots are keeping number of tyres idle for longer periods for one reason or the other, leading to negative trend in Tyre performance besides capital hold up by way of wasting the **high costing resource** next to Diesel.

Vide reference Circular **2nd** cited above, guidelines were communicated for maintaining different **Registers at depots** which are meant for reviewing the critical parameters such as the status of tyres held at the depot, total number of tyres held at a depot at any point of time, Rotation of Tyres etc. They also help to identify the tyres which are kept idle for longer periods without dispatch to tyre shops or being fitted to the Vehicles.

The Tyres, in general become **idle** due to the **following reasons**.

1. **Tyres removed from Schedule III/IV vehicles (especially in case of special type vehicles) to accommodate New/RC Tyres received from TRS.** It is observed in most of the cases that the Tyre Mechanic in day shift removes such Tyres from the vehicle and later the night shift Mechanic does not keep the track. Such Tyres are coming into use when the fresh stock is exhausted.

2. **Tyres received from TRS but not fitted to vehicles immediately.** In many cases, it is observed that the Tyre Mechanics are not utilising the Repair Tyres received from TRS on the context that they are prone for early scrapping.
3. **Keeping the Tyres in spare position for longer periods.** The existing instructions clearly indicate that the Tyres shall be rotated in the prescribed manner in each Schedule III/IV maintenance to avoid idling and uneven wear.

Through **VEMAS** programme, the **Maintenance In-charge** as well as **Tyre DC/ADC** can keep a track on such Tyres that are kept idle for longer periods duly running the following programmes available under the sub menu **TYRE CENSUS STATEMENT** and the main Menu **REPORTS ON TYRES..**

1. **Store stock Tyres:** The Tyres, entered into the system after receiving from TRS on issue note and waiting for fitment onto the vehicles, are called as **Store stock** tyres. The Maintenance In-charge can identify those Tyres, which are kept idle for longer periods without being fitted onto the vehicles, by running the programme **ONLY STORE STOCK TYRES**. This programme can be run at any point of time and **taking a print out is optional**. The date from which these Tyres are kept idle can be observed at **R-Date** column of the above statement.
2. **Depot Stock Tyres:** The Tyres, removed from the vehicles and kept idle at Tyre section are called as **Depot Stock** Tyres. The list of these Tyres can be had by running the programme **ONLY DEPOT STOCK TYRES**. This programme can also be run at any time and taking a print out is optional. But this statement provides only the **date on which the Tyre is received at the depot at the latest**. The Tyre history cards of such tyres need to be viewed to get the date from which the Tyre is kept idle.
3. **Spare Tyres:** The list of spare Tyres available on vehicles can be obtained from the statement **ONLY VEHICLE SPARE TYRES**. By referring the date of fitment, track on rotation of Tyres and any idling of **spare tyres** can be reviewed.

Besides this, the **Tyre Census** is also being conducted at all the depots on **31st** of December every year which will help in tracking the total Tyres held at the depot as on that date. The Depot Manager shall take necessary steps accordingly to adjust the excess / short Tyres. Detailed guidelines are available in the Circular cited at **3rd** reference

In order to get a true picture of **Depot stock Tyres** at any time, the **DC/ADC (Tyres)** has to delete the Tyres of vehicles which were transferred to other depots and also scrap Tyres of scrap buses after their dispatch to scrap yard, from the **Tyres Master** of **VEMAS**.

Notwithstanding the above checks and counter checks, **reports** are still pouring in about the **accumulation of Tyres at the depots**. In view of the above, the **following instructions** are issued for strict implementation.

1. All the **Registers as per the Circular no. 11/2005** have to be maintained at the Depots scrupulously.
2. The Tyre **DC/ADC** and **Tyre Mechanics** are to be educated suitably about the consequences of accumulation of Tyres.
3. The **Depot Manager** shall periodically go through the Master Registers (New/Rep/RC) to ascertain the usage of Tyres on **FIFO** basis.
4. The **Depot Manager** has to ensure generation of the **three reports** Store stock Tyres, Depot Stock Tyres and Spare Tyres, **every month** and review the status of Tyres to take corrective action to avoid idling of Tyres.
5. If any depot arranges a Tyre to neighboring depot due to en-route failure of vehicles, the receiving depot shall take steps to **return the Tyre** to the parent depot immediately.
6. **AME (Tyres)** during their course of inspection of depots, shall **review** the **excess/short** Tyres at the depot as on the day of inspection and guide the Depot in adjusting the Tyres accordingly.
7. The **Dy. Chief Mechanical Engineers** during their inspections to the Depots shall invariably **check** the issue of **idling Tyres** and guide the Depot management suitably.
8. The subject of idling Tyres shall be discussed in the **periodical meetings** conducted at various levels with Maintenance In-charges.
9. **Primarily**, it is the responsibility of the **Maintenance In-charge and DC/ADC (Tyres)** to go through the above registers & statements regularly and see that the Tyres are not kept idle under any circumstances.
10. The **AMEs (Tyres)** in coordination with **Stores Officer(D&T)**, shall ensure **FIFO basis drawals and production** at Tyre Retreading Shops.

11. The **COS** shall ensure proper implementation of instructions on **Tyre Inventory**, communicated vide **Circular No. 16/2008**.

All the **Regional Managers** are advised to bestow their **personal attention** in the above aspects and review the Tyre status during the periodical meetings and during their inspections to Depots.

The **Executive Directors** of Zones are requested to ensure **strict implementation** of the above instructions to avoid accumulation of Tyres at Depots.



Vice-Chairman and Managing Director

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