



**Andhra Pradesh State Road Transport Corporation**  
Office of the Managing Director, Bus Bhavan, Hyderabad - 500 624.

No: OP4/462(7)/2010-MED

Date:26-10-2010

**CIRCULAR NO: 25/2010-MED, Dt.22.10.2010**

Sub: **UPKEEP** - Upkeep of special type buses - Revised instructions on periodicity for Chemical wash to seat fabric & interior lining - Reg.

Ref: 1. ED(E&IT) Lr.No.OP2/462(Upkeep)/08-09-MED, dt.15.07.10

2. Circular No.02/2010-MED, dt.11.01.10

Instructions have been issued vide letter 1<sup>st</sup> cited and Circular 2<sup>nd</sup> cited to carry out "**Chemical Wash**" to the seat fabric and interior lining of all special type vehicles at regular intervals by engaging suitable outside agencies duly obtaining the sanction for such expenditure under item No.39(ii), section-6, "Purchase and Disposal of Stores" of Delegation of Powers vide notification No.PD-15/2007, dt.23.08.07

In this regard, some of the field managers have expressed that there is need to revise the instructions on "**periodicity for chemical wash**" in respect of Super Luxury and Deluxe buses as the accumulation of dust & dirt is more because of open type windows in these buses.

On examining the proposals, it is now decided to implement the following **revised instructions on periodicity for "Chemical Washing"** of seat fabric and interior lining in special type buses.

- 1. Once in a month for all Garuda, Meghdoot and other A/C buses.**
- 2. Once in two months for all Super Luxury, Meghdoot Non A/c and Deluxe buses including Saphthagiri Deluxe.**

The delegation of powers and other instructions remain unchanged.

The revised instruction shall come into force with immediate effect.

  
**EXECUTIVE DIRECTOR (E&IT)**

To  
All Depot Managers

Copy to: Director(Vig. & security), ED(O&MS), ED(A&P), FA, CAO & ED(T&C) for infmn.

Copy to: All Executive Directors(Zones) for necessary action.

Copy to: All Regional Managers for necessary action.

Copy to: All HODs for information.

Copy to: All Dy.CMEs & Dy.CTMs for necessary action.

Copy to: All WMs, COS', Dy.CAOs for information.

Copy to: All AOs for information

Copy to: All Principals, ZSTCs & TA/Hakimpet for information

Copy to: All Maintenance incharges of the Depots for n.action.

Copy to: Manual Section/Head Office for filing



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION  
**Mechanical Engineering Department**

Office of the VC & MD,  
Mushirabad, Hyd-624,  
Date: 15.07.2008.

No.OP2/462(UPKEEP)/08-09-MED

To  
**All Regional Managers,  
APSRTC.**

SUB: **UPKEEP** – Upkeep of special type vehicles – Instructions - Reg.

- Ref: 1. Circular 41/91-MED dated 09.12.94  
2. Circular 08/99-MED dated 13.04.99  
3. Circular 15/01-MED dated 25.05.2001.

Vide circulars cited at reference, detailed instructions were issued for maintaining the upkeep of special type of vehicles. Random inspection of some of Garuda, Meghdoot, and Super luxury vehicles at important bus stations indicates that adequate attention is not being paid for the upkeep of these vehicles. Mainly the passenger seats, which are having Raymond fabric, are not being cleaned properly and emitting foul smell, there by attracting severe criticism from the commuters. In this connection the following instructions are issued for strict compliance:

1. All the special type vehicles having Raymond fabric seat covers & interior lining shall be cleaned by "Chemical Wash" by engaging outside agencies.
2. Such "Chemical wash" shall be done once in a month for Garuda & Meghdoot vehicles and once in a quarter for other Special type vehicles like Super Luxury, Deluxe, Metro Deluxe, Saptagiri Deluxe etc.,

The necessary expenditure for engaging the out side agencies for "chemical wash" can be met utilising DOP for upkeep of vehicles in the item39 (ii), Section -6 "Purchase & Disposal of Stores" issued vide notification no. PD-15/2007 dated 23.08.07.

The above instructions have to be followed scrupulously.

  
**EXECUTIVE DIRECTOR (E&IT)**

Copy to – **ED (GH&KR)/ED (HYD)/ED (K&N)** and **ED (V&V)** for information.

Copy to – All regional / Zonal **Dy.Caos/ AOs** for necessary action.

Copy to – All **Dy.CMEs** for necessary action.

Copy to – All **DMs** for necessary action.