



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

No: OP3/462(1)/2010-MED

CIRCULAR NO: 25/2011- MED, Dt.16.06.2011

Sub: **HIRE BUSES** - Upkeep and physical condition of Hire buses - Periodical inspection of Hire buses by Unit officers & Dy.CMEs - Certain instructions issued - Reg.

Ref: 1.ED(O) Lr.No. P9/259(41)/99-OPD(P), dt.14.10.2003
2.Circular no. 29/2010-MED,Dt.12.11.2010

In order to ensure proper physical condition and roadworthiness of the Hire buses, instructions were issued through the above circular cited at reference no.(2) to carryout periodical inspection of Hire buses by the Depot Manager and Dy.Chief Mechanical Engineer as per the following guidelines.

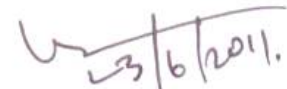
- 1.The Depot Manager and the Maintenance in charge of the Depot shall inspect all Hire buses once in a month operated by the depot and inform the defects noticed to the hire bus owner. If the hire bus owner fails to rectify the defects within 5 days, a penalty of Rs.300/-(Three hundred) per day from 6th day onwards shall be imposed till such time the defects are totally rectified.
- 2.The Dy CME shall inspect some hire buses during their inspection of the Depots.
- 3.The Dy.Chief Mechanical Engineer shall inspect hire buses at the time of F.C. renewals and allow for operation after attention of all items as per the format.

Basing on the representation of A.P. State Hire Bus Owners Association, a meeting was organized at Head office on 05.05.2011 and it is agreed to modify the above circular guidelines as follows.

1. The Depot Manager and the Maintenance incharge of the Depot shall inspect all Hire buses as per the format at Annexure-I of the circular once in a month operated by the Depot duly maintaining their observations vehicle-wise in a register. The defects observed during the inspection shall be communicated to the Bus owner immediately advising to rectify within 5 days after inspection. The same bus shall be inspected again after 6th day for confirmation of attention. If the owner fails to rectify the defects, a penalty of Rs.50/- for 1st default, Rs.100/- for 2nd default and Rs. 150/- for the 3rd default as per the item no.(10) of Annexure-I of the agreement shall be imposed.

2. The Depot Manager and the Maintenance incharge of the Depot shall inspect all Hire buses thoroughly at the time of FC renewal as per format at Annexure-II of the circular duly maintaining a record of inspection at DMs Office. The defects pointed out by the Depot Manager and the Maintenance incharge shall invariably be rectified by the Bus owner, failing which the hire bus shall not be allowed to be operated.
3. The Dy.Chief Mechanical Engineer shall review the progress of implementation and depot level inspection of hire buses during his inspection of depots. He shall inspect a few hire vehicles at random during his stay at the depot and record his observations on vehicle-wise hire bus register.

The above instructions shall come into effect forthwith. The Regional Managers and Executive Directors (Zone) shall ensure that the system is implemented effectively at all depots under their jurisdiction.



**VICE CHAIRMAN &
MANAGING DIRECTOR**

To
All Depot Managers

- Copy to: Director (Vig. & security), ED(E&IT), ED(O&MS), ED(A&AM), FA, CAO & ED(HRD & Medical) 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, COSs, 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