

No.OP2/791(1)/2012-MED

Office of the VC&MD, MSRD, HYDERABAD-624.

CIRCULAR NO. 06/2013 - MED, Dt.25.03.2013

SUB: COST CONTROL - Control of Expenditure - Fixing of targets on MED Parameters for the year 2013-14 - Reg.

The Corporation is passing through a critical financial position as it has registered a loss of Rs.291.73 Crores upto Feb'13 during the year 2012-13. It is, therefore, essential that every employee, supervisor, Manager should strive hard to improve the performance. Financial health of an organization depends on enhancement of earnings as well as reduction of expenditure. It is observed that expenditure is more than earnings in our Corporation in the recent past. While every effort has to be made to improve earnings, it is equally important to reduce the cost of operation on HSD oil, Lub Oil, Spares, Tyres and Tubes and Workshops. Reduction of expenditure on these cost parameters is well within our control.

The targets for the year 2013-14 are worked out Region wise/Zone-wise with the best performance in the preceding three years taken as the base duly adding/reducing the improvement factors.

The details of the targets are furnished here under, parameter wise.

I. PHYSICAL PARAMETERS:

1.1 HSD KMPL:

Description	Excl. Spl Types	Incl. Spl Types
The target of HSD KMPL for the year 2012-13	5.40	5.26
Actual KMPL up to Feb'13	5.30	5.15
Variance over target	-0.10	-0.11
Target proposed for 2013-14 for Corporation	5.37	5.25

While fixing the targets, the following criterion is adopted.

 For arriving the HSD KMPL Targets of Excluding special types, the best of three years performance is taken as basis and incremented it with some points at different slabs. The slabs are as follows

SLAB	POINTS	SLAB	POINTS	SLAB	POINTS	SLAB	POINTS
UPTO 5.20	0.12	5.25TO 5.29	0.10	5.35 to 5.39	0.08	5.45 TO 5.50	0.05
5.21 TO 5.24	0.11	5.30 TO 5.34	0.09	5.40 to 5.44	0.07	5.51 AND ABOVE	0.03

2. While fixing the HSD KMPL targets of for including special types, the annual volume of operation of special types is taken into consideration and achievable targets were fixed considering the best performed Regions in the respective type of operation.

HSD KMPL is the most important cost parameter and strongly influences the financial health of the corporation to a great extent. By implementing the guidelines issued by MED on HSD KMPL improvement in true spirit and with constant monitoring, the KMPL can be further improved and the targets can be exceeded.

The Region/Zone wise targets worked out as above for the year 2013-14 are enclosed at ANNEXURE-I.

1.2. BREAKDOWN RATE:

Description	B.D.Rate
The target for the year 2012-13	0.07
Actual up to Jan'13	0.07
Variance over target	0.00
Target proposed for 2013-14	0.06

➤ The B.D.Rate target is fixed basing on the best performance of the individual Regions during years 2010-11, 2011-12 and 2012-13 (upto Jan'13) of the Regions and reducing the same with different slabs. The Slabs are

SLAB	POINTS	SLAB	POINTS
0.02 AND BELOW	NO REDUCTION	0.06 TO 0.10	0.02
0.03 TO 0.05	0.01	0.11 AND ABOVE	0.03

> The Region/Zone wise targets thus arrived for the year 2013-14 are furnished at <u>ANNEXURE-I</u>.

To provide reliable service to the travelling public, all efforts must be made to reduce breakdowns to the minimum possible extent. Honest & proper accountal of breakdowns, micro level analysis & corrective action helps in reducing the breakdown rate. Any reduction in breakdowns will have a remarkable impact on quality of operation and image of the corporation. Micro level analysis for taking corrective action as envisaged in Circular no.09/2008-MED will certainly reduce the breakdowns.

1.3. PERCENTAGE OF MECHANICAL CANCELLATIONS:

Description	% of Mech. Cancellations
The target for the year 2012-13	0.11
Actual up to Jan'13	0.16
Variance over target	0.05
Target proposed for 2013-14	0.12

➤ The targets for % of Mech. Cancellations are fixed basing on the best performance of the individual Regions during the years 2010-11, 2011-12 and 2012-13 (upto Jan'13) of the Regions and reducing the same with different slabs. The Slabs are

SLAB	POINTS	SLAB	POINTS
BELOW 0.05	NO REDUCTION	0.18 TO .25	0.04
0.06 TO 0.10	0.01	0.26 TO 0.30	0.05
0.11 TO 0.14	0.02	10.31 AND ABOVE	0.06
0.15 TO 0.17	0.03		

➤ The Region/Zone wise targets thus arrived for the year 2013-14 are furnished at ANNEXURE-I.

This is a controllable parameter since cancellations are mainly on account of want of bus and late supply of bus, which directly affect punctuality of the Services and passenger satisfaction. With improved quality of maintenance followed by regular inspection of Buses & avoiding off road position of vehicles at Depots, it is quite possible to achieve the targets.

I.4. SPRING CONSUMPTION:

Description	Spring Consumption
The target for the year 2012-13	40
Actual up to Jan'13	35
Variance over target	-5
Target proposed for 2013-14	31

➤ The spring consumption per lakh Kms target is fixed basing on the best performance of the individual Regions during three years 2010-11, 2011-12 and 2012-13 (upto Jan'13) of the Regions and reducing the same with different slabs. The slabs are

SLAB	POINTS	SLAB	POINTS
UPTO 25 KGs	NO REDUCTION	91 TO 125	20 KGs
26 TO 50 KGs	5 KGs	126 TO 150 KGs	25 KGs
51 TO 75 KGs	10 KGs	151 AND ABOVE	30 KGs
76 TO 90 KGS	15 KGs		

➤ The Region/Zone wise targets thus arrived for the year 2013-14 are furnished at <u>ANNEXURE-1</u>.

Springs constitute a major cost element in the Corporation. With the introduction of stiffer springs and Air suspension vehicles and improved maintenance practices like effective greasing, regular tightening of U bolts, replacement of spring assemblies in Sch.IV, it is possible to reduce the spring consumption. Individual targets in respect of spring consumption per lakh KMs are fixed Region wise to reduce CPK on spares.

I.5. TOTAL LUB KMPL:

Description	Total Lub KMPL
The target for the year 2012-13	1211
Actual up to Jan'13	1320
Variance over target	109
Target proposed for 2013-14	1360

The targets for total Lub oil KMPL are fixed Region-wise for the year 2013-14 duly enhancing the present Top up Lub KMPL by 10% with a view to control the leakages and not to compromise in timely oil changes as per the norms. ➤ The Region/Zone wise targets thus arrived for the year 2013-14 are furnished at ANNEXURE-I.

Exercising strict controls in usage of lubricant oils without compromising on maintenance standards is the pre-requisites for conservation of lubricants. Better top up practices, avoiding leakages, timely top-overhauls and engine changes are some of the measures which influence this cost parameter. The starvation of engines and manipulation of accountal to project higher total lub KMPL shall not be resorted to.

1.6. FLEET UTILISATION:

Description	Fleet Utilization
The target for the year 2012-13	99.60
Actual up to Jan'13	99.62
Variance over target	0.02
Target proposed for 2013-14	99.70

- ➤ The Corporation has achieved a Fleet Utilisation of 99.62 up to Jan'13 as against a target of 99.60. A uniform target of 99.70 is now fixed for all Regions for the year 2013-14.
- > The Region wise targets are furnished at ANNEXURE-1.

I.7. TYRES PERFORMANCE:

Earlier Targets were communicated for New Tyre Scrap Rate and Total Tyre Life. In order to achieve optimum Tyre life, to reduce Tyre cost and to control the Total Scrap rate, it is now proposed to give Targets for 1st RC Scrap Rate and Total Tyre Scrap Rate for the ensuing financial year 2013-14.

1.7.A. New Tyre Scrap rate.

Description	NTS
The target for the year 2012-13	- 1.23
Actual up to Feb'13	3.16
Variance over target	1.93
Target proposed for 2013-14	1.23

- ➤ New Tyre Scrap Rate target for the year 2013-14 is fixed by reducing as per the slabs given below on the actual scrap rate of 2012-13 (upto Feb'13).
 - a) Less than 2.00 10%
 - b) above 2.00 to 3.00 15%
 - c) above 3.00 to 4.00 20%
 - d) above 4.00 to 5.00 25%
 - e) above 5.00 30%

1.7.B. 1st RC Tyre Scrap rate.

Description	1 st RC Scrap Rate
Actual up to Feb'13	23.44
Target proposed for 2013-14	18.37

- > 1st RC Tyre Scrap Rate target for the year 2013-14 is fixed by reducing as per the slabs given below on the actual scrap rate of 2012-13 (upto Feb'13).
 - a) Less than 20 10%
 - b) above 20 to 23 15%
 - c) above 23 to 26 20%
 - d) above 26 to 29 25%
 - e) above 29
- 30%

1.7.C. Total Tyre Scrap rate.

Description	TTS
Actual up to Feb'13	25.28
Target proposed for 2013-14	20.89

- > Total Tyre Scrap Rate target for the year 2013-14 is fixed by reducing as per the slabs given below on the actual scrap rate of 2012-13 (upto Feb'13).
 - a) Less than 23 109
 - b) above 23 to 26 15%
 - c) above 26 to 29 20%
 - d) above 29
- 25%

1.7.D. Total Tyre life

Description	ΠL
The target for the year 2012-13	1.86
Actual up to Feb'13	1.71
Variance over target	0.11
Target proposed for 2013-14	1.82

- ➤ The targets for Total Tyre Life for the year 2012-13 are fixed by taking Best of the Best performance of last three years and The Actual Average Total Tyre Life upto the month of Feb'2013 duly increasing by the following slabs to arrive the target for year 2013-14 except in case of SD region.
- ➤ In case of SD Region the variance over the target Vs actual upto Feb'13 is 22,000 kms. Hence the target arrived on implementation of slabs on Actuals of Feb'13 is taken as the Target for 2013-14.

The Actual Average Total Tyre Life upto the month of Feb'2013 is increased by the following slabs

- a) 1.61 to 1.70 lakh kms 12,000 kms
- a) 1.71 to 1.80 lakh kms 10,000 kms
- b) 1.81 to 1.90 lakh kms 8,000 kms
- c) 1.91 to 1.95 lakh kms 6,000 kms
- d) 1.96 to 2.00 lakh kms 4,000 kms
- e) Above 2.00 lakh kms 2,000 kms
- f) Minimum Target 1,60,000 kms & with minimum increase of 12,000 kms

➤ The Region wise Targets for NTS, 1st RC Scrap, Total Tyre Scrap Rate and Total Tyre Life are furnished at <u>ANNEXURE-I</u>.

With the improved tyre management and tyre maintenance practices following the guidelines stipulated in the circulars 11/2005, 5/2008, 12/2008, 16/2008, 20/2008, 3/2009 and 16/2009, 3/2010, 6/2010, 13/2010, 18/2010, 19/2010, 20/2010, 24/2010, 30/2010, 4/2011, 35/2011 and ideas generated during More from the Same conducted at Tyre retreading shops, State wide training conducted to all the Tyre Mechanics & Depot Managers and to all Vulcanizers. It is quite possible to improve the performance of tyres which is major cost component and to achieve the given targets.

2.0. LIFE OF MAJOR AGGREGATES:

Targets of Major aggregates are fixed for the year 2013-14 to achieve optimum lives. The New Life targets are calculated considering the Best of Last 3 Years and adding 5000 Kms. CO life targets are calculated among the Maximum Life of Best of Last 3 Years or 60% of New Life Achieved which ever is higher.

Implementation of preventive maintenance schedules, carrying out oil changes at stipulated mileages, timely rectification of minor defects on sub-assemblies will help to obtain optimum life from New/CO aggregates and to reach the targets. Clear cut guidelines were given through Cir. No 13/2009 - MED, dated 27.06.2009 to achieve optimum life of Major Aggregates. Drawl of CO Units will increase on account of the premature failures due to poor workmanship at Workshop or improper maintenance at Depots. Hence care shall be taken to avoid premature failures of units at workshops & Depots. The Region wise targets are furnished at ANNEXURE-II.

3.0. COST PER KILOMETER ON MED PARAMETERS:

3.1. HSD OIL:

Description	CPK on HSD
The target for the year 2012-13	851
Actual up to Feb'13	927
Variance over target	76
Target proposed for 2013-14	1000

- ➤ The target for CPK on HSD oil for the year 2013-14 is fixed basing on the average cost per litre of diesel oil presently purchased from retail outlets as on 15.03.2013 for each Region.
- ➤ The Region wise targets thus arrived are furnished at <u>ANNEXURE-III</u>.

3.2 TYRES & TUBES:

Description	Tyres & Tubes
The target for the year 2012-13	52
Actual up to Feb'13	75
Variance over target	23
Target proposed for 2013-14	73

➤ The CPK Target on Tyres & Tubes for the year 2013-14 is fixed by taking the lowest CPK of calculated CPK on Targeted Total Tyre Life for the year 2013-14 with existing cost of Tyres, Tubes & Flaps for the year 2012-13 Vs actual CPK upto Feb'13

The Region-wise targets thus arrived are furnished at

ANNEXURE-III.

3.3 WORK SHOPS:

Decription	Workshops
The target for the year 2012-13	42
Actual up to Feb'13	41
Variance over target	-1
Target proposed for 2013-14	38

➤ The CPK Target on Work Shops for the year 2013-14 is fixed by taking the best i.e., lower CPK during the last 3 years including the year 2012-13 up to Feb'13. The Target for the Year 2013-14 is fixed as 38 ps.

Workshops expenditure can be controlled by improving the life of aggregates on vehicles through better maintenance practices at depots, improving the quality of overhaul practices at zonal work shops and avoiding premature failures. The new vehicle induction in the recent past will also facilitate for reduction in expenditure. The Region - wise targets thus arrived are furnished at ANNEXURE-III.

3.4. STORES & LUB:

Description	CPK on Stores
The target for the year 2012-13	54
Actual up to Feb'13	56
Variance over target	2
Target proposed for 2013-14	52

➤ The target for 2013-14 is arrived by reducing 5% of the CPK achieved during 2012-13. This is possible because 4000 new buses in 2011-12 and 1480 new buses during 2012-13 were inducted into operation which yield results in 2013-14 by reducing the spare parts consumption.

➤ The Region wise targets are furnished at ANNEXURE-III.

Stores & lub expenditure can be controlled by reducing consumption of springs, other costly spares through better maintenance practices and through improved maintenance practices like timely attention of leakage, top overhauls of engines, changing of over aged engines, etc.,

In order to achieve the targets fixed for the year, regular training programmes on better maintenance practices, latest technologies are to be arranged for the maintenance staff and supervisors so as to bring about a total change in the quality of maintenance at the depots.

The Regional Managers are advised to fix targets Depot wise for all parameters basing on the above guidelines and communicate to Depots and to send copy of the same to ED (E & IT) for review.

The Executive Directors of Zones and Regional Managers are advised to review the performance of the Depots with reference to the targets fixed and pull up the Managers who are not performing in this regard.

The Executive Directors of Zone, Regional Managers, Dy. Chief Mechanical Engineers and Depot Managers are advised to take steps required to improve the performance and are personally accountable for achieving targets in respect of Zone, Region and Depot in regard to all parameters.

Please acknowledge.

VICE CHAIRMAN & MANAGING DIRECTOR

To All the Executive Directors (Zone) (By Name)

Copy to: Director (Vig. & security), ED(E & IT), ED (O, MIS & AM), ED (A&P), ED(Medical &HRD) & Secretary to Corporation, FA and CAO for information

Copy to: CME(O), CME(C&B), CE (IT), CPM, CTM, CCOS, CM(HRD), CM(EE), CFM & CA for information

Copy to: All Regional Managers for necessary action

Copy to: Dy CME(O), Dy.CME(P), Dy.CME(C&B), Dy.CME(IEU), , COS(C-I), COS(C-II) & CSTO for information.

Copy to: All Dy.CMEs of Regions for necessary action

Copy to: All WMs, COSs, Dy.CAOs of all Zones & necessary action

Copy to: All Principals of ZSTC and TA/HPT for information

Copy to: All AMEs(T) for necessary action

Copy to: All AOs of Regions for necessary action

Copy to: All Depot Managers & Maintenance Incharges for necessary action.

Copy to: Manual Section/Head Office for filing.

Copy to: Resident Audit Officer, A.G.Audit, Bus Bhavan for information

REGION/ZONE WISE TARGETS FOR PHYSICAL PARAMETERS OF MED FOR THE YEAR 2013-14

ANNEXURE -I

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S. No	REGION / ZONE	HSD INCLUDING SPECIAL TYPES	KMPL EXCLUDING SPECIAL TYPES	BD RATE 10000 KMs	% OF MECH CANCE- LLATIONS	AVG. TOTAL TYRE LIFE IN LAKH KMS	NEW TYRE SARAP RATE (%)	1st RC SARAP RATE (%)	TOTAL TYRE SARAP RATE (%)	TOTAL LUB KMPL	SPRING CONS. PER LAKH.K Ms	FLEET UTILIS- ATION IN %
1	HYD REGION	4.80	4.99	0.09	0.30	1,83	0.66	21.09	20.76	905	26	99.70
2	SCD REGION	4.58	4.86	0.08	0.33	1.76	0.53	23.02	21.34	857	24	99.70
HY	D CITY ZONE	4.70	4.92	0.08	0.31	1.80	0.60	21.99	21.03	882	25	99.70
3	RR REGION	5.06	5.35	0.04	0.05	1.65	1.73	19.35	21.31	1798	59	99.70
4	MBNR REGION	5.50	5.50	0.02	0.05	1.73	1.89	19.42	20.81	1571	67	99.70
5	NLG REGION	5.52	5.54	0.02	0.04	1.81	1.29	17.17	20.80	1763	46	99.70
6	MDK REGION	5.46	5.46	0.04	0.06	1.81	. 1.17	13.40	19.56	1428	41	99.70
ΗY	D ZONE	5.38	5.47	0.03	0.05	1.75	1.56	17.60	20.65	1635	54	99.70
8	KRMR REGION	5,49	5.57	0.04	0.08	2.03	1.49	17.83	20.67	1908	27	99.70
7	NZB REGION	5.49	5.58	0.02	0.02	1.89	1.53	18.79	21.44	2133	41	99.70
9	ADB REGION	5.44	5.47	0.02	0.07	1.73	1.36	18.88	20.14	1972	48	99.70
10	KMM REGION	5.44	5.52	0.02	0.03	1.90	1.30	18.41	20.14	2230	16	99.70
11	WL REGION	5.49	5.54	0.02	0.04	1.94	0.80	14.32	20.39	2004	32	99.70
KR	MR ZONE	5.48	5.54	0.02	0.04	1.91	1.29	17.52	20.54	2046	33	99.70
12	NLR REGION	5.47	5.55	0.02	0.05	1.82	1.41	20.56	22.51	2011	58	99.70
13	OGL REGION	5.38	5.48	0.03	0.09	1.75	1.37	20.51	22.04	1753	47	99.70
14	CTR REGION	5.24	5.30	0.08	0.13	2.04	0.77	11.00	20.29	1263	24	99.70
NE	LLORE ZONE	5.34	5.41	0.04	0.10	1.88	1.14	16.42	21.37	1527	39	99.70
15	ATP REGION	5.37	5.37	0.06	0.13	1.60	1.84	20.54	22.17	1507	29	99.70
16	KDP REGION	5.34	5.37	0.04	0.09	1.72	1.65	19.76	21.26	1248	25	99.70
17	KRNL REGION	5.26	5.31	0.07	0.17	1.60	1.95	20.60	22.73	1403	32	99.70
KA	DAPA ZONE	5.32	5.35	0.04	0.13	1.63	1.83	20.33	22.14	1397	28	99.70
18	GNT REGION	5.39	5.44	0.04	0.13	1.77	1.15	19.22	22.69	1266	25	99.70
19	KRI REGION	5.22	5.39	0.04	0.10	1.86	1.25	23.67	23.17	1318	9	99.70
20	WG REGION	5.48	5.50	0.06	0.10	1.86	0.88	19.10	21.44	1211	28	99.70
VJ/	ZONE	5.34	5.43	0.04	0.11	1.82	1.15	21.11	22.64	1276	19	99.70
21	EG REGION	5.38	5.48	0.04	0.11	1.98	1.36	17.99	20.18	1312	9	99.70
22	VSP REGION	5.18	5.32	0.07	0.32	1.99	0.90	12.21	15.39	969	20	99.70
23	NEC REGION	5.35	5.39	0.11	0.21	1.95	0.99	9.33	17.69	1131	26	99.70
VZN	ZONE	5.29	5.39	0.08	0.22	1.97	1.07	13.12	17.53	1112	18	99.70
CO	RPORATION	5.25	5.37	0.06	0.12	1.82	1.23	18.37	20.89	1354	31	99.70

UNIT LIVES TARGETS FOR THE YEAR 2013 - 2014

3.19	5.42	3.45	6.00	7.34	11.81	5.86	9.80	4.39	7.24	2.56	3.96	4.61	7.48	TATA AREA
2.19	4.67	2.32	4.97	7.26	12.00	4.48	8.29	4.08	6.85	2.30	3.88	3.98	6.68	NLR (CTR)
3.21	5.57	3.53	5.93	6.68	11.18	5.27	8.84	4.37	7.34	2,45	4.59	4.15	7.20	KDP
4.20	7.00	4.50	7.50	7.80	12.00	6.94	11.62	4.34	7.29	3.23	4.03	4.83	8.00	VZM(R)
3.60	6.00	3.60	6.00	6.92	10.98	6.65	11.32	4.81	7.00	3.23	5.00	5.09	7.00	VZM (U)
3.07	5.17	3.57	7.50	8.42	12.00	6.11	10.38	4.61	7.50	2.29	3.73	5.26	8.00	VJA (R)
2.40	6.00	2.71	6.00	8.19	13.00	5.73	9.68	4.12	6.92	2.09	4.37	5.56	7.00	VJA(U)
3.85	6.80	4.16	7.19	9.06	12.09	8.88	12.10	4.99	8.75	3.24	5.68	4.68	7.52	AL AREA
2.68	5.80	3.59	6.94	8.76	12.00	8.14	12.00	6.26	10.00	2.64	5.12	4.62	7.74	NLR
4.36	7.31	4.41	7.40	9.31	12.00	9.30	12.00	5.75	10.00	2.69	5.31	5.49	8.00	KRMR
4.18	7.02	4.30	7.21	9.08	12.00	8.97	12.00	4.68	7.99	4.08	6.85	4.55	7.63	UPL (HZ)
3.74	6.28	4.12	6.92	8.45	13.00	8.69	13.00	4.33	7.26	3.39	5.70	3.99	6.70	UPL (GHZ)
RC	NEW	RC	NEW	RC	NEW	RC	NEW	RC	NEW	RC	NEW	RC	NEW	LONES
ATOR	ALTERNATOR	SELF STARTER	SELF S	AXLE	REAR AXLE	AXLE	FRONT AXLE	GEAR BOX	GEAR	Þ	FIP	R	ENGINE	ZONES
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REGION / ZONE WISE TARGETS OF COST PARAMETERS OF MED FOR THE YEAR 2013-14 (IN PAISE)

ANNEXURE-III

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s.NO.	REGION /ZONE	CPK ON POWER	CPK ON TYRES & TUBES	CPK ON WORKSHOPS	CPK ON STORES & LUBRICANTS
1	HYD	1106	72	57	80
2	SD	1148	74	53	81
HYD	CITY ZONE	1125	73	55	80
3	RR	1029	85	33	56
4	MBNR	966	84	30	48
5	NLG	945	79	40	43
6	MDK	969	79	39	44
HYDZ	ONE	976	82	35	48
7	KRMR	960	60	34	41
. 8	NZB	963	65	37	41
9	ADB	977	74	46	42
10	КММ	970	70	29	35
11	WL	951	62	40	36
KRM	R ZONE	963	65	37	39
12	NLR	960	70	23	48
13	OGL	979	82	23	48
14	CTR	1003	63	28	51
NLR	ZONE	985	70	25	50
15	ATP	991	86	43	41
16	KDP	986	76	39	47
17	KRNL	1012	85	41	47
KDP	ZONE	997	83	41	45
18	GNT	978	76	39	46
19	VJA	1002	74	34	63
20	WG	960	72	44	47
VJA	ZONE	984	74	38	53
21	EG	970	60	37	48
22	VSP	1005	68	43	69
23	NEC	988	70	47	56
VZM	ZONE	988	66	42	58
COP	ORATION	1000	73	38	52