



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION  
Mechanical Engineering Department

OP2/462(04)/2022-MED

Dt. 05.05.2022.

CIRCULAR No. 07/2022-MED, Dt. 05.05.2022

SUB :- REORGANISATION - Restructuring of Districts in Andhra Pradesh- Role of Dy.CMEs attached to ED(Zones) & DPTOs- Reg.

Ref :- 1. GO MS NO. 92, Dt.13.04.2022.  
2. Order Ea/255(3)/2022-PD dated 20.04.2022.

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1.0 Vide notification cited above, new Districts were formed in Andhra Pradesh and accordingly the erstwhile Regional set up is withdrawn and introduced DPTO set up to fall in line with other Government Departments.

1.1 In the new set up, vide reference 2<sup>nd</sup> cited, Dy.CMEs are allotted under the control of ED(Zone). An additional Dy.CME is provided at TPT District under the control of DPTO in view of ghat operations to render assistance to the controlling officer in improving the performance of Mechanical Parameters. The jurisdiction of each Dy.CME is clearly mentioned in the order.

1.2 Though properly designed maintenance systems are available, checks and cross checks are required to ensure implementation of the systems in true spirit.

2.0 Role of Dy.CME in Fleet maintenance :

The Primary responsibility of the Dy.CME is to review and advise the line Managers suitably on the implementation of preventive maintenance systems in the depots of the Zone attached to him. He should provide technical advice to the Depot Manager on fleet maintenance and reduction in cost of operations.

He shall be administratively responsible to the Executive Director (Zone) concerned.

The job description of Dy.Chief Mechanical Engineer in the Zone is as follows:

**Job Summary:-**

- a) He shall be responsible for technical advice to the Depot Managers on fleet maintenance.
- b) He shall co-ordinate the training activities in respect of the maintenance personnel including Supervisors with the help of Service Engineers of OEMs and the respective ZSTC of the Zone.

- c) He shall assist ED (Z) and DPTOs in decision making for the placement and promotions in respect of Mechanical Supervisors (Inter District transfers and promotions). He shall advise the DPTOs /DMs whenever needed on the effective deployment of mechanical staff (Artisans, other unskilled workers).
- d) He shall be a member of the Selection Committee for the recruitment of Mechanical staff and Drivers of the District.
- e) He shall assist/ co-ordinate in review of the maintenance performance of Depots, with specific reference to the implementation of preventive maintenance systems and quality there-on as communicated through circulars from MED from time to time and submit monthly report to ED (Z) with a copy to DPTOs.
- f) The Dy.CME has to review the cost of major inputs i.e., HSD/LUB/SPRINGS/TYRES/SPARES and advise the DPTOs/DMs on corrective steps to be taken to check the negative trends and reduce the cost of operation.
- g) He shall support the DPTO in finalizing the contracts relating to taking up repairs of Body works through outside agencies as per the revised Circular instructions in order to ensure proper upkeep of Vehicles in the Depots.
- h) He shall support the Depots by coordinating with Zonal Workshops and Stores on supply of repair and overhaul of units, essential spares and on matters of quality control of spares and units.
- i) He shall advise the Depot Managers on the inventory levels to be maintained at Depots.
- j) He shall be responsible for planning the overhauls, Body Sundry Repairs, replacement of vehicles and advise the Works Manager on distribution of reconditioned units.
- k) He shall attend the Technical Meets/Seminars/Work-shops organized by Mechanical Engineering Department/OEMs.
- l) All the Dy.CMEs of the Zone shall be members of Limits Fixation Committee and shall attend Production Review Meetings conducted by Works Managers of the Zones.
- m) He shall monitor the performance of units like Engine, Gearbox etc., both new as well as overhauled units and attend to PF analysis of units at ZWS.
- n) The Dy.CME to whom the Vehicles Scrap Yard is attached shall have the administrative control of scrap yard and will be the convener of the Survey Committee.

- o) He shall inspect at least three Depots in a month and submit reports to ED (Z) and ED (E) with a copy to DPTO and Depot.
- p) Any other work entrusted by ED (Zone).
- q) The list of Depots allotted to each Dy.CME is furnished below:

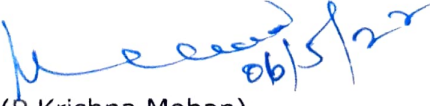
Zone	Dy.CME	Districts	No. of Depots	Depots
Zone-1	VZM	SKLM. VZM & PPM Manyam	9	TKL, SKLM-1, SKLM-2, PLS (SKLM), S.KOTA, VZM(VZM), PLKD, PPM, SLR (PPM)
	VSP	VSP, AKP& ASR	10	VSP, MDWD, WLTR, GWK, SML, VSC, MDP (VSP), AKP, NRPM( AKP), PDR (ASR)
Zone-2	RJY	EG, Konaseema, KKD & WG	15	KKD, ELSM, TUNI (KKD), RVPM, RZL, AMP, RCPM(KONASEEMA), RJY, GKRM,NDD, KVR(EG), NSP, BVRM, TNK, TPG (WG)
	VJA	NTR, KRI & ELR	16	JPT, TVR, VJA, ATNR, IBM, VDPM, GVPT-1, GVPT-2 (NTR), GVRM, MTM, GDV, AVG, VYR (KRI), ELR, JRG, NZD (ELR)
Zone-3	GNT	GNT, BPTL & Palnadu	15	GNT-1, GNT-2, TNL, PNR, MGLR (GNT), PDRL, MCL, NRT, CPT, SAP, VNK (PALNADU), BPTL, RPL, CRL, ADK ( BAPTILA)
	NLR	PKSM & SPS NLR	12	MRKP, GDLR, ONGL, PDL, KNGR (PKSM), KDKR, NLR-1, NLR-2, ATK(N), UDGR, KVL (NLR)
Zone-4	TPT	TPT	11	GDR, VKD, SLPT, VGR, TPT, MGLM, ALPR, TML, SKHT, STVD, PTR (TPT)
	CTR	CTR & Annamayya	10	CTR-1, CTR-2, PLMR, KPM, PNGR (CTR), PLR, MPL-1, MPL-2, RJPT, RCTY ( ANNAMAIAH)
	KDP	YSR KDP and ALG, KKL, BPL Depots of NDL District	9	KDP, BDL, MYDK, JMD, PDTR, PLVD(KDP), ALG, KKL, BPL Depots of NDL District
	KRNL	KRNL District & NDL, NDK, ATK, DHN Depots of NDL Dist	9	KRNL-1, KRNL-2, ADONI, PTKD, YMG (KRNL), NDL, NDK, ATK, DHN Depots of NDL Dist
	ATP	ATP & Sri Satya sai	13	ATP, KLDG, RDG, TDP, GTKL, UKD, GTY (ATP), DMM, PTP, KDR, PNGD, HDP, MDKSR (SSS)

- 3.0 Executive Directors (Zone) are advised to provide one Mechanical Supervisor in the rank of AE (M)/Supdt(M)/Dy.Supdt(M) & Data entry operator to the Dy.CMEs of the Zone separately from among the existing sanctions available in the Zone.
- 3.1 Executive Directors (Zone) shall provide two desktops and one laptop for compiling the data for day-to-day correspondence and processing cases through e-office and attending webinars for each Dy.CME.
- 4.0 The Dy.CMEs are advised to inspect the Depots under their jurisdiction as per the inspection format communicated by MED vide Circular No. 15/2012-MED, Dt.11-07-2012 at regular intervals and take suitable action on the deficiencies observed.
- 5.0 The Executive Directors (Zone) are advised to ensure that the Dy.CMEs invariably inspect the specified number of Depots every month with special emphasis on night shift maintenance, early morning dispatches and proper attention to the defects on the Vehicles, with a view to provide reliable and efficient service to the travelling public and in turn improve the revenues of the Corporation.
- 6.0 Executive Directors (Zone) are further advised to review the inspection reports submitted by the Dy.CMEs and cause necessary action to rectify the deficiencies in maintenance of fleet at Depots with a view to improve the maintenance standards and thereby reduce costs on vital parameters. In a nutshell, the institution of Dy.CMEs shall be effectively utilized at Zones so as to bring about a positive change in the maintenance activities at all Depots of the Zone to achieve further cost reduction and improved reliability of services.
- 7.0 These instructions come into force with immediate effect.

Sd/-  
Managing Director

Copy to: ED(E), ED (O), ED (A), FA&CAO and All EDs(Zone) for information  
Copy to: CME(M), CE (IT), CPM, CTM, CCOS, CFM & All DPTOs for information  
Copy to: All Dy.CMEs for information & necessary action  
Copy to: All WMs, COSs, Dy.CAOs & AMEs(T) for information  
Copy to: All Dy.CPMs, Principal/ZSTC/KRNL and Principal/TA/VJA for information  
Copy to: All AOs of Districts for information.  
Copy to: All Depot Managers & Maintenance In-charges for information.

// Attested By //

  
(P.Krishna Mohan)  
Executive Director(E)