



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION
Mechanical Engineering Department
Office of the VC & MD, Bus Bhavan, Hyderabad - 624.

No : OP3/462(u/k)/2014-MED

CIRCULAR NO. 06/2014-MED, Dt.19/03/2014

Sub: **UPKEEP** - Improvement of Upkeep & Physical condition of High end buses like Super Luxury, Indra, Garuda, Vennela etc - Certain instructions issued - Reg.

It is a great opportunity for the Corporation to gain public goodwill and improve occupancy of our long distance high-end services in the aftermath of curtailment of operations by Private operators. Rising to the occasion, greater attention is being paid to improve the Upkeep and physical condition of high end buses like Super Luxury, Indra, Garuda, Vennela buses throughout the Corporation in this context. As a part of a special drive on the upkeep of these buses, thorough inspections were conducted on all buses across the corporation by the teams from Corporate office. Several discrepancies have come into light during the inspections which is a matter of very serious concern. Some of the common lapses observed during the inspection are as follows.

- Front bumpers FRP damaged & repaired with aluminium sheet, beadings
- Vision mirrors covers damaged & small mirrors fitted
- Flap door locks not working
- Entrance door/Driver door damaged, locks not working
- Foot board damaged/Bent
- Front wind screen glasses cracked
- Cabin Rattling & gaps observed in structure
- Cabin cleanliness poor & dirty
- Inverter cables found pressed with driver berth support and wires loose & scattered
- Bonnet sealing poor
- Gear lever boot nil
- Parcel racks rattling in early segment of vehicles
- Retarder not working
- Proximity sensors found fouling with brake pedal plate due to bushes play
- Poor cabin area cooling due to blocked AC ducts/leakage of AC through entrance door & structure
- Floor mat not provided
- Magazine pouches damaged
- Depot made/Carpenter hammers provided
- Bottle Holders loose/damaged

- No safety cards provided
- No pen drives provided
- No external safety signage provided on window exteriors
- Seat fabric soiled & dirty / Poor chemical washing
- Rear TVs not working
- Head rest covers Hard & cracked
- Extra head lights provided with loose wiring
- Attender seats damaged & with loose hinges
- Rear TV not working
- Tampered wiring in Luggage booths
- Luggage booth door rubber sealing beading loose/damaged
- Exterior dents observed
- Fuel tank cap flap cover loose/nil
- Broken Front wind screen glasses
- Bent/missing foot rests
- Fuse box panel covers loose and in open condition

In order to avoid the such deficiencies in the upkeep and physical condition of the High end buses, the Depot Managers are hereby instructed to inspect the High-end buses as per the enclosed checklist during every sch-III/IV & FC maintenance duly sending the copies of vehicle-wise checklist, so inspected to the Dy.CME of the Region.

The Dy.CMEs shall prepare the consolidated summary of observations based on these checklists and send it to ED(Z) with a copy to CME(O) every month by 7th without fail.

Failure to comply with the above instructions will be viewed seriously and appropriate action will be taken against the concerned if the checklists are not submitted within the stipulated time.

VICE CHAIRMAN & MANAGING DIRECTOR

Encl: Checklist

To
All Depot Managers.

Copy to: Dir (V&S), ED (HRD& Medical, Secy to corp.), ED (O&MIS), ED (A&P), FA&CAO for infn.
 Copy to: All EDs (Zones) for information.
 Copy to: All RMs & HODs for necessary action.
 Copy to: All DyCMEs, WMs, COSs & DyCAOs for necessary action.
 Copy to: All Principals of ZSTCs, BTC, HPT & TA/HPT for information.
 Copy to: All Maintenance In-charges for necessary action.
 Copy to: Resident Audit Officer, A.G Audit, Bus Bhavan for information.
 Copy to: In-charge, Manual Section for record

CHECK LIST

Vehicle No:

Type:

Date:

No	Item Description	Observations
1	Front Bumper	
2	Front Grill	
3	Destination Boards	
4	Front Windscreen glasses	
5	Windscreen Wiper	
6	Head Lights	
7	Side Indicators	
8	Rear View Mirrors	
9	Front corner FRP	
10	Condition of Driver door	
11	Paint finish	
12	Condition of window glasses	
13	Exterior panels including stretch panels	
14	Rub Rail	
15	A/c Flap door	
16	All Flap doors condition	
17	Battery Box condition	
18	Signage of Emergency exits	
19	Sealant finishing of window glasses.	
20	Rear Windscreen glass	
21	Luggage booths condition	
22	Lighting & wiring in Luggage booth	
23	Rear Bumper	
24	Tail Lights	
25	Stepwell (Foot board)	
26	Passenger entrance door & pneumatic operation	
27	Bonnet condition & Sealing	
28	Dashboard	
29	Instrument panel	
30	Rear view camera	
31	A/c Louvers for Driver	
32	Driver seat condition	
33	Driver Berth condition.	
34	Protection for EDC wiring harness	
35	Attendant seat condition	
36	Seat Belts	
37	Condition of Partition door & locks	
38	Driver Partition panels	
39	Working condition of TV	
40	CD/ Pen drive on "Onboard safety"	
41	Availability of Safety Leaflets	

No	Item Description	Observations
42	Cell phone Chargers	
43	Gear Box Access covers (Proper fixing)	
44	Gangway Floor mattress condition	
45	Roof Hatches condition	
46	Roof Ceiling Condition	
47	Roof Lights & Wiring	
48	Saloon interior vinyl matting	
49	Parcel Rack & Grab Handles condition	
50	A/c Louvers	
51	Reading Lamps	
52	Audio speakers	
53	Window curtains condition	
54	Passenger seats mounting	
55	Seat Inclining mechanism	
56	Magazine pouches	
57	Arm rests	
58	Seat Head rest covers	
59	Seat Fabric	
60	Seat foot rests	
61	Blankets	
62	Provision of Glass breaking Hammers	
63	Fire Extinguishers	
64	Sealing gaps for A/c at partition door	
65	Roof leakages	
66	Condition of Retarder Brake (EMR/Hydraulic)	
67	Condition of Air Suspension	
68	Any Other Observations	
AIR CONDITIONING SYSTEM		
1	Air Conditioner Saloon Air filters	
2	Functioning of Controls on Cab-command	
3	Electrical Connections in A/c system	
4	Condition of Condenser Fans	
5	Condition of Evaporator Blowers	
6	Cooling efficiency	
7	A/c Compressor Oil level	
8	A/c Compressor mounting	
9	Refrigerant Level (Through Sight Glass)	
10	Heat insulation to Engine compartment	
11	Free flow of Condensate from A/c system	
12	Idler Pulley condition	
13	Modular A/C bracket adjusting pin to be lubricated	
14	A/c Belts condition	
15	Belt Tensioner condition	