

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION



No.T3/441(1)/2005-OPD-T

Office of the VC & MD,
Mushirabad, Hyderabad.

CIRCULAR NO.13/2005-OPD-T, Dated 18-05-2005.

SUB:- OPERATIONS: Operations during the peak season – Need to provide reliable passenger services in the peak season – Instructions regarding sanction of leave - Issued – Regarding.

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All of us are aware that the high peak season for APSRTC falls during the months of April, May and June of the year on account of auspicious days, vacation to schools and colleges, holidays and low agricultural activity. APSRTC should gear up to utilize this opportunity to earn maximum revenue. The responsibility to earn maximum revenue lies with all the employees of the Corporation, but depends largely on the availability of Drivers and Conductors.

It is heartening to note that the traffic revenue of APSRTC on 9th May, 2005 was Rs.10.22 crores with an occupancy ratio of 73.1%. This positive trend is likely to continue, if we put in sustained efforts during the months of May and June 2005. Cancellation of even a single kilometre during the peak season will adversely affect the revenues of the Corporation. Therefore, the Drivers and Conductors should invariably make themselves available for duty all through the peak season to avoid cancellation of services during this period.

Attendance incentive has been already notified vide the Circular No. 11/2005-OPD-R&D, dated 04.04.2005, for the months of April, May and June to reduce absenteeism of crew, and thereby prevent cancellation of kilometres and operate extra kilometres during peak season. The monthly cash award of Rs.200/- per Conductor and Driver, is to motivate the crew for improving their attendance by not availing any leave or compensatory offs during the months of April, May and June.

As there is an acute shortage of Drivers and Conductors, this incentive alone may not be sufficient to ensure 100% operations. Therefore, no leave shall be sanctioned by the Depot Managers to the Drivers and Conductors during the months of May and June, particularly on salary disbursement day and during the first week of the month, as the traffic movement will be heavy during this period. However, in case of genuine sickness or emergency, where crew are unable to perform duty, leave can be sanctioned only by the Depot Manager concerned. The attendance incentive shall be paid promptly in the succeeding month for the eligible Drivers and Conductors after pre-audit, so as to have the desired impact.

It is once again reiterated that the Depot Managers, Drivers and Conductors should rededicate themselves to maximize the revenues during this period, and no leaves shall be availed or absenteeism resorted to till 30th June, 2005.

These instructions shall be followed scrupulously, without any deviation.

Please acknowledge receipt.

**VICE-CHAIRMAN &
MANAGING DIRECTOR.**

To

All Regional Managers.
All Divisional Managers.
All Depot Managers.

Copy to:

Director(V&S) for information.
All Executive Directors & HODs in Corporate Office for information.
Executive Directors of all Zones for information & n/action.

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.O3/264(5)/2005-OPD-T

Office of the VC & MD,
Mushirabad, Hyderabad.

CIRCULAR NO. 19/2005-OPD-T, DATED: 01-07-2005.

SUB:-STRIKES: Strike Notices served on VC & MD, APSRTC by the Trade Unions and Supervisors' Associations separately proposing to call upon the employees in all the establishments of APSRTC to strike work if no positive response is received on their demands - Indefinite strike with effect from 04.07.2005 - Instructions/guidelines - Issued.

REF:-Circular No.PD- 33/2005, dated 01.07.2005.

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- 1.00 The General Secretary, APSRTC National Mazdoor Union (Recognised), Secretary General, APSRTC Employees' Union, General Secretary, APSRTC Staff & Workers Federation, General Secretary, APSRTC Karmika Sangh, General Secretary, APSRTC Staff & Workers Union, General Secretary, APSRTC Supervisors' Association and General Secretary, APSRTC Class-II Supervisors' Welfare Association have served Strike Notices separately, on VC & MD, APSRTC proposing to call upon the employees in all establishments of APSRTC to strike work with effect from 04.07.2005 if no positive response is received on their demands.
- 1.01 The Government of Andhra Pradesh in exercise of the powers vested under "A.P.Essential Services Maintenance Act, 1971" through G.O.Ms.No.128, dated 17.06.2005 issued by Transport, Roads & Buildings (Tr.II) Department, Govt. of Andhra Pradesh, prohibited strikes for a period of six months w.e.f. 02.07.2005 in any service under the Andhra Pradesh State Road Transport Corporation constituted under the Road Transport Corporation Act, 1950 (Central Act 64 of 1950). Further, the Government of Andhra Pradesh in exercise of the powers conferred by the "Industrial Disputes Act, 1947" through G.O.Rt.No.1239, dated 02.06.2005 issued by Labour Employment, Training & Factories (LAB.I) Department, Government of Andhra Pradesh, declared the Motor Transport Industry in the State of Andhra Pradesh to be a "Public Utility Service" for a period of six months from 03.06.2005. Hence, the proposed strike will be treated as illegal strike.
- 2.00 The consequences in the event of strike shall be explained to the staff by the Depot Managers. The Regional Managers should play a vital role in this regard.

- 2.01 The Depot Managers and Supervisors shall undertake educative campaign among the Conductors and Drivers on the present position of the Corporation, private vehicles threat, alienation of passengers due to disruption in operations and repercussions thereon to the employees.
- 3.00 OPERATIONS DURING STRIKE PERIOD:
- 3.01 The guidelines on regulating operations by Depots in case if the proposed strike materialises are issued as follows.
- 3.02 As many services as possible shall be operated keeping in view the local conditions and situation prevailing, besides ensuring safety of passengers, and loyal workers reporting for duty and ready to operate services and also in consultation with the Police and Revenue Authorities.
- 3.03 The Depot Managers are advised that the night out services, which are sent on 3rd July-2005, shall be operated as per schedule and shall not be brought back to the Depot on 3rd itself and the service shall not be kept under PPC on 03.07.2005.
- 3.04 Willing employees shall be engaged on double duties and all the "out of designation" staff should be withdrawn immediately and shall be utilised for operation of services, if any.
- 3.05 ADCs, Controllers, DCs, Tr.Inspectors-Gr.III and Traffic Apprentices shall be utilised as Conductors/Drivers (with valid license) in case of need on the strike days.
- 3.06 All maintenance staff with valid license such as Mechanics, Cleaners, Helpers, Artisans shall be booked for service. if situation warrants.
- 3.07 All the casual staff shall be asked to report for conducting/driving buses during strike period. In case if they don't report, their names will be deleted from the panels. No further representation will be allowed to take them on duty.
- 3.08 The Regional Managers have to issue press note calling for Home Guards, Teachers etc., who had worked as conductors and candidates deputed by RTOs, who had worked as Drivers during the earlier strikes. They may be paid @ Rs.150/- per day per driver and Rs.130/- per day for conductor during the period of strike.
- 3.09 Hire buses can be rescheduled to utilise them to the maximum extent and by deploying authorised agents to issue tickets at the terminal points, if need arises.
- 3.10 All the owners of hire buses may be requested to operate their buses in case non-availability of our conductors.

3.11 The Regional Managers and Depot Managers have to identify the routes for operation of buses as one man operation wherever required.

3.12 The Regional Managers have to contact the respective RTOs requesting them to spare the Drivers and see that these drivers are reported on 3rd July-2005 evening.

The Drivers of school buses and authorised spare drivers of hired buses may also be drafted for sending them on line.

The above drivers may be sent on line after testing their driving skills.

3.13 Adequate protection may be provided at the Depots and at the places where staff report for duty such that the striking employees do not cause obstruction.

3.14 The Depot Managers are advised to mobilise ATB Agents to issue tickets for one man operated services.

3.15 In case, safety to the buses, loyal employees and property of Corporation is felt endangered, police assistance shall be obtained. The situation shall be brought to the notice of local Revenue / Police / higher RTC authorities from time to time.

3.16 The Regional Managers / Depot Managers shall impress upon the District Collectors and Superintendents of Police on the situation leading to the strike and seek their assistance such as protection to the loyal employees and properties of the Corporation, besides ensuring issue of instructions to Dy.Superintendents of Police, Station House Officers and MROs.

4.00 ATTENDANCE:

4.01 Separate attendance register shall be opened and maintained during the period of strike in respect of the crew and other staff. A list of employees who absented themselves shall always be kept ready during the strike period. Separate musters shall be prepared and kept under the personal custody of the Unit Officer. Leave availment during the strike period shall not be permitted. If any employee is already on leave, he/she should be recalled for duty.

5.00 SECURITY OF BUS CASH:

5.01 The Depot authorities shall keep the cash in Depots during the strike period in case it is difficult to remit it into the Bank. The bus cash and the imprest amounts shall be taken over on the night of 03.07.2005. The Depot Managers shall obtain necessary security arrangements from Police, to safeguard the property and bus cash remaining unremitted.

6.00 DGTs / OIL TANKERS AND OIL STOCKS:

6.01 Adequate stock of HSD Oil and other lubricants shall be maintained in Depots to meet any exigencies.

7.00 DAMAGES TO VEHICLES / PROPERTY:

7.01 Assaults on loyal workers, damages to the property, sabotage, intimidation, obstruction to the vehicles or employees shall be complained to the police besides initiating disciplinary action including suspension pending further action against the miscreants.

7.02 The Depot Managers are advised to engage videographers by early hours of 04.07.2005 for videographing of incidents, if any.

8.00 SPECIAL COMMUNICATIONS CELL:

8.01 In the Corporate Office, a Special Communications Cell will be set up with Officers/Supervisors on duty from 22.00 Hrs., of 03.07.2005 till the end of strike. They will be available round the clock on telephone number 27616935 and Cell: 98485-26935.

8.02 Similar communications cells shall be commissioned at the offices of the Executive Directors of Zones and Regional Managers round the clock.

8.03 The Depot Managers shall apprise the operations position to the special communications cell set up at Regional Manager's office from time to time, who in turn should pass on the consolidated information to the Executive Director of Zone and Head Office once in two hours in the following proforma (Region-wise).

STATUS REPORT ON BUS OPERATIONS

DATE: _____

TIME _____

REGION	NO.OF SERVICES TO BE OPERATED (Upto the time)	NO.OF SERVICES ACTUALLY OPERATED (Upto the time)	REMARKS
(1)	(2)	(3)	(4)

8.04 Any acts of assaults, sabotage, intimidation, obstruction and any other events shall be flashed to the Special Communications Cell by the Managers concerned without loss of time.

- 8.05 All efforts shall be made to avoid inconvenience to the travelling public and loss or damages to the Corporation property.
- 8.06 A comprehensive report covering the particulars of operations, damages caused to the buses/property if any, cancellation of kilometers on account of strike, estimated loss of revenue to the Corporation be sent to Head Office immediately after the strike is called off.

Please acknowledge.

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VICE-CHAIRMAN &
MANAGING DIRECTOR.

To

All Executive Directors of Zones.
All Regional Managers.
All Divisional Managers
All Depot Managers.

Copy to: Director(V&S) for information.

Copy to: All EDs and HODs in Corporate Office for information.

Copy to: All Dy.CTMs and ATMs in OPD/HO for information.

Copy to: Dy.CPM(IR & W) and Dy.CPM(A) for information.