



ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

o.L2/287(37)/2005-OPD-T.

Office of the VC & MD,
Mushirabad, Hyderabad.

CIRCULAR NO.20/2005-OPD-T, DATED 30-07-2005.

Sub:-OPERATIONS: Operation of buses sent for Fitness Certificate as service buses in their return trip - Issue of instructions - Reg.

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It is observed that buses sent to the nearby towns where MVIs/AMVIs are available for renewal of Fitness Certificate, are being brought back to the respective Depots empty, causing revenue loss to the Corporation due to non-revenue Kilometres.

Majority of Depots are located in the District Headquarters & Towns where MVIs/AMVIs are available. However, only in some cases where MVIs/AMVIs are not available, the buses are being sent empty to the nearby Offices of MVI/AMVIs, and brought back empty after FC in return.

In view of the above, it is not economical to provide Conductors to these vehicles for issue of tickets in the up & down trips from the Depot to the place of MVI inspection, and vice-versa.

An alternate arrangement is to be made for issue of tickets to the passengers at the nearest Bus Stations or Depots.

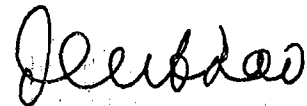
The following instructions are therefore issued:

- i) All the buses sent to the nearby towns for obtaining Fitness Certificate, should invariably touch the nearest Bus Station and pickup the passengers both in upward and downward trips.
- ii) The Booking Clerk in the Bus Station wherever available, will issue tickets and dispatch the vehicles, in the absence of Conductors.
- iii) In case the Booking Clerk is not available in the Bus Stations, the Controller on duty / Station Manager has to arrange to issue tickets through Ticket Issuing Machine provided to any other bus available in the Bus Station at that time.

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- iv) If both the Booking Clerk and Ticket Issuing Machine are not available, then arrange to issue tickets through any service Conductor with Tray who is available in the Bus Station, and endorse the same in the Log Sheet of the Driver of the vehicle sent for Fitness Certificate.
 - v) The Depot Managers shall invariably ensure that the Fitness validity is not expired while sending the bus for Fitness Certification in the upward journey. In exceptional cases, if the bus is sent for FC after the validity of the Fitness Certification in the upjourney, the bus shall be sent to MVI/AMVIs without passengers.
5. All Depot Managers are directed to ensure implementation of above instructions scrupulously. Any violation of these instructions will be viewed seriously.
 6. The Regional Managers / Divisional Managers during their reviews and periodical inspections, have to make it an item in the inspection notes, and take necessary action wherever lapses are noticed.

The receipt of this circular may please be acknowledged.



**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 & HODs in Corporate Office for infmn.
Copy to : All Secretaries to EDs of Zones for infmn.
Copy to : All Dy.CMEs/WMs for infmn. & n/action.
Copy to : All Dy.CTMs/ATMs in H.O for information.
Copy to : Secretary to Chairman, APSRTC for information.
Copy to : Secretary to VC & MD for information.