

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.03/612(1)/99-OPD(T)

Office of the VC & MD,
Mushirabad, Hyderabad.

CIRCULAR No.42/99-OPD-T, DATED: 11.03.99.

Sub:- TICKETS:- - Periodicity of checks by Traffic Supervisors/Accounts Supervisors to curb the possible irregularities in the Depots - Issue of instructions - Regarding.

Ref:- Circular No.26/99-OPD(T), dated 11.05.1999.

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1. Detailed instructions were issued vide Circular cited on procedure to be followed on conducting periodic minimum checks by the Depot Managers, Traffic Supervisors, Accounts Supervisors etc.
2. The Depot Managers were directed to verify all types of bus passes and tickets sold twice in a month and check the accountals and money remittance by the concerned staff at the depots.
3. The Depot Managers were also directed to organise periodical checking of tickets in conductor Trays by Depot Accounts Supervisor & Traffic Supervisor.
4. In spite of detailed instructions issued, it has come to our notice that the Depot Managers have not organised the checking of tickets at Depots and a number of instances of mis-appropriation of ticket amounts and misuse of tickets are reported. It is noted with concern that this dereliction is assuming serious proportions.
5. All the Depot Managers are directed to arrange for checking all the ticket trays, ticket/bus pass stocks, the accountal of tickets and money remittances by all concerned to be completed by 25.08.99. A compliance report having checked, be sent to the Regional Managers. The Regional Managers in turn to send a consolidated report to the Executive Director of Zone and Executive Director(O).
6. Regional Managers/Dy.Chief Traffic Managers are directed to ensure checking by the concerned and submit compliance report before the next EDS/HODs/RMs meeting.

Please acknowledge.

Sd/- W. APPARAO,
VICE-CHAIRMAN AND
MANAGING DIRECTOR

To

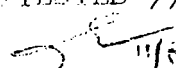
All Depot Managers,
A.P.S.R.T.C.

Copy to:- FA, CAO & CA for information.

Copy to:- EDS of Zones/RMs for infmn. & necy. action.

Copy to:- All Dy.CTMs/All Dy.CAOs for necy. action.

// ATTESTED //


CHIEF TRAFFIC MANAGER