

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Office of the VC & MD
Mushirabad, Hyderabad

No: C4/2(34)/2000-OPD(C)

CIRCULAR NO.45/2000-OPD(C);DATED:29.12.2000

Sub: ROAD SAFETY: Observance of 12th Road Safety Week
in APSRTC from 1st to 7th January, 2001 -
Instructions issued - Regarding.

Ref: Lr.No.RT-25029/2/2000-RSC, dt: 26th December, 2000
of Ministry of Road Transport & Highways,
Govt.of India.

Government of India have decided to observe 12th Road
Safety Week from 1st to 7th January, 2001.

The theme of the Road Safety Week this time would be
"Drive only if you are - physically - fit and mentally -
alert (Don't mix drinking with driving)".

As such, Corporation has decided to observe the 12th
Road Safety Week in the Organisation from 1st to 7th
January, 2001 as was done in the earlier years. All the
Executive Directors, Regional Managers and Depot Managers
are advised to take action to observe the 12th Road Safety
Week at all the Depots, Regional Headquarters, Bus Stations,
Training Colleges and Dispensaries under their jurisdiction.
In this connection the following guidelines are issued.

I. INSTRUCTIONS TO BE FOLLOWED BY THE DEPOT MANAGERS:

1) Talk on Road Safety and on related topics shall be
arranged every day during the entire week by inviting
prominent persons like public representatives, local Law
Enforcing authorities, District / Area Administrative
Officials, Principals and Lecturers of local Colleges and
passengers as well as Student community to motivate the
drivers about the need for safety and provision of safe
travel to the commuters. The timings should be so arranged
that sufficient number of drivers are available and it
should be short duration of half an hour to 45 minutes.

2) (a) They shall arrange for wide publicity through
display of Banners, Posters, Pamphlets, Folders etc. on the
need for observing the lane discipline, Traffic rules, other
measures which are essential for Road Safety.

(b) Posters, Stickers, Folders etc. sent by the Public
Relations Officer to educate the drivers and the road users
on safety aspects shall be displayed prominently on buses
etc.

3) (a) Messages on safe driving, observation of statutory
rules thereon etc. shall be got painted at such places /
points which would be in full view of the driver.

(b) Similarly, messages on the demeanour of passengers
while sitting near windows and alighting/boarding the buses
etc. during their journey shall be painted inside the buses.
Such messages may also be exhibited in the premises also. A
set of some thematic Slogans is enclosed in the
Annexure 'A'.

4) Public address system shall be utilised to make announcements on observation of queue, the method of boarding the bus and alighting and also sitting near the windows.

5) (a) A Special drive is to be initiated to checkup buses for efficient working of brakes and steering besides rectifying the damages to the buses (such as damages at Foot Board, Passenger door, Emergency door working etc.,) which endangers the safety of the passengers and crew.

(b) Further, it shall be ensured that the speed limits fixed are not tampered and the speeds are as per the limits fixed.

3 (c) It shall also be ensured that the passengers as well as driver's door lock-latches are in good condition with proper functioning.

6) Special checks shall be conducted to prevent unauthorised parking of buses, over speeding, rash driving, drunken driving etc.

7) Road Safety badges, arm bands shall be provided to the crew for their display during the Road Safety Week.

8) The Depot Managers shall draft the drivers for special medical checkup at our Clinics and for refresher training at Zonal Staff Training Colleges.

9) The Depot Managers shall identify Two Senior most accident free drivers from the depot. The first and the second best drivers shall be felicitated with a cash award of Rs.400 and Rs.350 respectively in a function arranged in the Depot any day during the Road Safety Week with the participation of public representatives and local Officials. The names of Drivers shall be finalised in consultation with Regional Manager.

10) The Depot Managers are authorised to incur an expenditure of not more than Rs.850/- for conducting Safety Week Celebrations.

II. INSTRUCTIONS TO BE FOLLOWED BY THE REGIONAL MANAGERS:

1) The Regional Managers shall associate with the Depot Managers of the Region in finalising the accident free record drivers and shall also participate in the functions organised for award distribution to such drivers. The Re-

gional Manager shall cover all the Depots during the safety week.

2) They shall arrange for inspection of all the Depots and Bus Stations which are under their jurisdiction by Dy.Chief Traffic Managers of the Region and ensure that the Slogans

prescribed are painted and the posters supplied are exhibited in a proper manner at conspicuous places.

3) They shall arrange a thorough inspection of bus condition by Dy.Chief Mechanical Engineers.

4) Alcoholic Breath Analysers shall be put to extensive use where ever available for conducting tests on the drivers to prevent them from being on driving duties under the influence of alcohol.

5) They shall also provide publicity on Road Safety through pamphlets and through News Papers.

6) They shall identify two senior most accident-free record drivers from the Region. The first and second best drivers shall be rewarded with a cash award of Rs.600/- and Rs.500/- respectively, in a function organised at the Regional level.

7) Apart from the above, two senior most accident free drivers of Hyderabad City Region shall be identified to be rewarded at Corporate level. Their particulars shall be furnished to Executive Director, Hyderabad Zone for onward transmission to Chief Traffic Manager (C), Head Office by 31-12-2000.

III. INSTRUCTIONS TO BE FOLLOWED BY THE EXECUTIVE DIRECTORS OF ZONES:

1) Executive Directors of the Zones shall participate in the functions organised at Regional level to give their message on Road Safety.

2) Extensive pollution checks shall be conducted wherever city services are under operation to ensure pollution control. In addition, pollution checks may be arranged for other services also.

3) They shall also identify the accident prone depots and address the drivers of such depots through a meeting organised during this week.

4) A special monitoring cell shall be established at Zonal Office to review accidents, vehicles condition, Road Condition etc., and monitored by the DY.CTM (M&C) and DY.CME of the Zone.

5) They shall evolve special Training Programme involving accident prone drivers who will be given thorough training.

6) They shall also arrange publicity on Road Safety through popular media.

7) They shall identify two Senior most accident free record drivers in their Zone including Hyderabad City Region for rewarding them at Corporate level. Their names shall be furnished to the Chief Traffic Manager by 31.12.2000. Two bearer cheques for an amount of Rs.800/- and Rs.700/- be drawn at the respective Zonal Office for this purpose and the same shall be handed over to the Chief Traffic Manager(Commercial), Head Office together with the Bio-Data of the drivers so selected by 31-12-2000.

NOTE: IN THE EVENT OF A DRIVER WHO QUALIFIES FOR CASH AWARD AT DEPOT AND REGIONAL LEVEL, HE SHALL BE MADE ELIGIBLE ONLY FOR THE REGION AND NOT TO BE GIVEN AT THE DEPOT. SIMILARLY IF A DRIVER IS ELIGIBLE FOR CASH AWARD AT REGIONAL AND ZONAL LEVEL, HE SHALL BE GIVEN ONLY FOR THE ZONE AND NOT AT REGION. IN BOTH THE CASES THE NEXT BEST DRIVER SHALL BE GIVEN AWARD AT DEPOT/REGION.

IV. INSTRUCTIONS TO BE FOLLOWED BY DY. CHIEF MECHANICAL ENGINEERS:

- 1) They shall inspect the bus condition regarding brakes, speed locks, steering and other safety related aspects.
- 2) They shall also inspect the Depots to ensure proper maintenance of buses.
- 3) They shall co-ordinate with the Executive Directors of Zones/Regional Managers in the Zone for successful conduct of the Road Safety Week.

V. INSTRUCTIONS TO PUBLIC RELATIONS DEPARTMENT IN HEAD OFFICE:

- 1) They shall provide printed material, Slogans, Stickers Posters, Pamphlets etc., on Road Safety to all Depot Managers for distribution and display at places in buses and premises.
- 2) Booklets containing DOs and DONTs by the Drivers may also be supplied to all Depots for distributing to the concerned.
- 3) They shall also bring out a pamphlet containing the message of Vice Chairman & Managing Director on the need of the Road Safety to distribute to drivers.
- 4) Executive Director & Secretary to Corporation shall Organise a Seminar at Corporate level in consultation with Executive Director (Operations), Executive Director (Engineering) and Chief Traffic Manager.

VI. INSTRUCTIONS TO PRINCIPALS (ZSTCs):

The Principals of Zonal Staff Training Colleges shall arrange Special Training Courses for inservice Drivers. In these Programmes emphasis shall be laid on Good and Safe-driving habits, skills, their onus of safeguarding lives and property of the Road users and observation of Traffic Rules etc. The VIPs in the District may be requested to inaugurate the courses.

VII. INSTRUCTIONS TO EXECUTIVE DIRECTOR (MEDICAL):

He shall arrange for checking up physical fitness of Drivers with special reference to eye-sight.

CONCLUSION:

The Road Safety Week from 1st to 7th January, 2001 shall be observed both in letter and spirit.

Further, specimen of the logo (Annexure-B) for the 12th Road Safety Week to be depicted on the banners, other display materials at the venues where Road Safety Programmes will be organised is enclosed.

In order to carryout these activities in a befitting manner, the involvement of all concerned agencies like Police, Health, Education, R & B etc. and other field agencies like Transport authorities, District authorities, Voluntary Organisations etc. may be ensured.

All the Executive Directors of Zones, Regional Managers, Executive Director (Medical), Principals of Zonal Staff Training Colleges are requested to submit a detailed report together with the details of expenditure incurred to Executive Director (Operations) within one week on completion of Road Safety Week on the week long activities and other Special tasks given to respective Departments so as to enable this Office to send a consolidated report to Government.

Please acknowledge.

Encl: As above

Sd/- K. ANANDIAH,
VICE CHAIRMAN & MANAGING DIRECTOR

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

- Copy to E.D.(E), E.D.(A), ED (MIS), Director (V&S) for information.
- Copy to E.D. & Secretary to Corporation for information and necessary action as indicated at item No.V of the Circular.
- Copy to E.D.(Medical) & Other Medical Officers of the Corporation for information and necessary action as indicated at item No.VII of the Circular.
- Copy to All HODs for information
- Copy to Public Relations Officer for information and necessary action as indicated at item No.V of the Circular.
- Copy to Chief Manager (HRD) for information and necessary action.
- Copy to All Dy.Chief Traffic Managers for information and necessary action.
- Copy to All Dy.Chief Mechanical Engineers for information and necessary action as indicated at item No.IV of the Circular.
- Copy to Dy.Chief Traffic Manager (Planning), Dy.Chief Traffic Manager (Operations), Dy.Chief Traffic Manager (Mktg.) for information
- copy to All Dy.Chief Accounts Officers & Dy.Chief Personnel Managers for information .
- Copy to All Principals of Zonal Staff Training Colleges for information and necessary action as indicated at Item No.VI of the Circular.
- Copy to Secretary to VC & MD for information
- Copy to General Secretary, National Mazdoor Union, APSRTC, Vidyanagar, Hyderabad for information.
- Copy to Secretary General, Employees Union , APSRTC, Satyanarayana Reddy Marg, Hyderabad for information.
- Copy to General Secretary Supervisors Association, APSRTC, Hyderabad for information.

//Attested//


EXECUTIVE DIRECTOR
(OPERATIONS)