

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.C4/2(20/A)/2011-OPD(C).

Office of the VC & MD,  
Mushirabad, Hyderabad.

**CIRCULAR NO. 73/2011 - OPD(C), Dt.08.12.2011**

**Sub:- ROAD SAFETY** – Observance of 23<sup>rd</sup> Road Safety Week from 01.01.2012 to 07.01.2012 – Instructions issued – Reg.

Ref:- Joint Secretary (T&A), Ministry of Road Transport and Highways,  
Department of Road, Transport & Highways (Road Safety ), Govt. of India,  
Lr.No.RT-25029/1/2011-RS,Dt.14.11.2011.

The Joint Secretary (T&A), Ministry of Shipping, Road Transport and Highways Department, Govt. of India communicated to observe 23<sup>rd</sup> Road Safety Week from 1-1-12 to 7-1-12 with the theme "**Accidents bring tears Safety brings cheer**" (ప్రమాదాలు దుఃఖ దాయకం భద్రత ఆనంద దాయకం) and communicated the list of road safety activities to be under taken during the Road Safety Week.

The following guidelines are therefore issued to observe 23<sup>rd</sup> Road Safety Week at all the Depots, Bus Stations, Training Colleges and Regional Head quarters.

On the eve of 23<sup>rd</sup> Road Safety Week, it is decided to award those drivers having longest accident free record at Depot, Region and Zone level to motivate and create awareness on safe driving habits for drivers. It is also decided to present safety awards to the drivers at State level basing upon highest accident free record from among all the drivers in the Corporation. The no. of accident free record drivers to be identified are.

1. Each Depot	....	3 drivers
2. Each Region	....	3 drivers
(In respect of Hyd & Sec'bad Regions for each Division).		
3. Each Zone	....	3 drivers
4. State	....	3 drivers.

**I. SELECTION OF DRIVERS OF ACCIDENT FREE RECORD:**

The criteria be adopted for selection of accident free record drivers is as follows.

- 1) The drivers selected for receiving Awards for having accident free service record shall be, in service as on the date of felicitation i.e., they shall not be retired from the service before 31.01.2012.

- 2) The service period in the cadre of "driver" shall only be taken into consideration. The service as light vehicle driver shall be excluded while computing the period of accident free service. Similarly the tenure of working on DGT, Safety Driving Instructor job shall also be excluded while computing the period of accident free service.
- 3) Drivers involved in any type of accidents shall not be considered for selection.
- 4) Period of unauthorized absence from duty and the period under sick exceeding one month on each occasion, and the total period under suspension shall not be taken into account while calculating the accident free service.
- 5) Duly meeting the criteria as at 1 to 4, a list of the drivers in depots who have not been involved in any accident, be prepared in the ascending order based on the length of service. Out of the above list, 5 drivers with the best accident free record have to be shortlisted.
- 6) In the event of a driver qualifying for cash award both at Depot and Regional level, he shall be made eligible only for the Regional level award. Similarly if a driver is eligible for cash award at Regional and Zonal level, he shall be made eligible only for the Zone level award. In both the cases the next best driver shall be considered for award at Depot/Region.
- 7) The State level drivers will be identified at Corporate level after receiving the details of Zonal level accident free service drivers

## **II. PLAN OF ACTION BY DEPOT MANAGER DURING ROAD SAFETY WEEK:**

- 1) Depot Managers shall arrange lectures on Road Safety on day to day basis by inviting local Police, Transport, Judiciary Officials, Principals and Lecturers of Local Colleges, members of Passengers' Associations etc., to highlight the need for safe and accident free driving. The lectures shall be of short duration of 30 to 45 minutes.
- 2) Depot Managers shall give wide publicity on Road Safety through print and electronic media, display of banners, posters and circulation of pamphlets etc., on the need to observe lane discipline, traffic rules and other precautionary measures while driving vehicles. DMs shall ensure display of banners on observance of road safety week at a minimum of 4 traffic generating points apart from the parent Bus station and Depot.  
**The matter to be displayed on the banner, and it's size is given at ANNEXURE-II**

Posters and stickers shall be displayed at all prominent places at Depots, Bus stations, other premises of the Corporation and on buses (rear saloon glass) to educate drivers and road users on safety aspects.

- 3) DMs shall ensure sensitization of all identified accident prone / damage prone drivers by the traffic - in - charge in accordance with the instructions issued in this regard. He shall review the sensitization register for effective implementation of the guidelines.
- 4) DMs shall check the daily crew duty booking charts to ensure all special type / long distance service duties are booked with regular experienced drivers in compliance to the Circular instructions.
- 5) DMs shall monitor the work of SDI in imparting training to accident prone / damage prone drivers.
- 6) DMs shall ensure display of route maps with accident prone spots and updated accident clock. He shall also ensure all the employees of the Depot particularly crew are fully aware of the accident prone spots and concept of accident clock. He shall plan to educate the crew on this subject in batches.
- 7) Messages on safe driving, observation of statutory rules shall be printed on vinyl flex boards and exhibited at the places / locations such that there is focused attention of the drivers.

Stickers with messages on precautions to be taken by passengers while alighting and boarding buses, be pasted inside the buses. These messages shall also be exhibited at all bus stations. A set of messages are furnished at **Annexure.-I**

- 8) Message containing "Bhadrata Sukthi" be got printed on Vinyl flexi banners and displayed at all prominent places such as Control Room, Oil Room etc., besides ensuring administering of Bhadrata Sukthi by drivers every day before proceeding on line.
- 9) The CD on 'Bhadratha' which was already supplied to all depots shall be played at change over time / lunch time every day during the Road Safety week such that maximum no.of drivers are benefited by viewing the CD. Gate meetings shall also be conducted involving Traffic In charges, Mechanical In charges etc., highlighting the importance of Road Safety in APSRTC.
- 10) Public address system shall be utilized to make announcements regarding observance of queue by the passengers while boarding and alighting buses.

- 11) Cinema Slides concerning road safety should be exhibited through sponsorship / courtesy of police Department etc.,
- 12) Special drive shall be undertaken to check buses to ensure effective functioning of brakes and steering besides repairing any damages to buses (such as damages to foot board, passenger door, emergency door, etc., which effect safety of passengers). It shall also be ensured that passenger doors and driver's door-lock latches are in working condition.
- 13) Surprise checks by Dy. CTMs and RMs have to be exercised to prevent over speeding, rash driving, driving in inebriated condition and inspection of crew rest rooms in their respective jurisdiction.
- 14) As all the Depots, important Bus Stations and all Enforcement squads are supplied with Alcoholic Breath Analyzers, they shall be put to extensive usage for identifying drivers in drunken condition before proceeding on line at the Depots, en route, at Bus stations, traffic points by the Traffic Supervisors, Checking Staff etc. All the drivers must be covered at least twice during this week.
- 15) Depot Managers shall direct drivers to undergoing medical checkup at APSRTC Clinics, Hospitals. They shall also be directed to attend refresher training at Zonal Staff Training Colleges.
- 16) Depot Managers shall furnish details of fatal, major and minor accidents occurred during the past five years to RMs/ EDs who in turn shall consolidate and send it to Corporate office.
- 17) Depot Managers shall identify **three** senior most drivers who have put in accident free service from the respective depots. The first, second and third best accident free record holding drivers shall be felicitated with a cash award of Rs.2000/-, Rs.1750/- and Rs.1500/- respectively in a function organized at the Depot on any day during the Road Safety Week (01.01.2012 to 07.01.2012) by inviting local officials / public representatives and VIPs. Adequate publicity be given in advance through press to make the function a success.
- 18) The names of drivers eligible for awards shall be finalized in consultation with the Dy.CTM/DVM and Regional Manager concerned.
- 19) The Depot Managers are permitted to incur an expenditure of Rs. 3500/- for celebration of Road Safety Week at Depot level.

**III. Role of Dy.Chief Traffic Managers / Divisional Managers & Dy.Chief Mechanical Engineers:**

- 1) The Dy.CTM's / DVM's shall review sensitization register and crew duty booking charts as per the recent instructions issued.
- 2) The Dy.CTM's / DVM's shall hold a meeting with all SDIs under their control and review the work performance with regard to measures taken for prevention of accidents.
- 3) The Dy.CTM's / DVM's shall ensure implementation of these instructions in toto on the activities to be carried out at the Depots during Road Safety Week.
- 4) They shall actively associate with the Depot Managers under their control for organizing lectures/ meetings during Road Safety Week and arrange for wide publicity through press and other media.

**IV. Role of Regional Managers – Action at Regional level:**

- 1) The Regional Managers shall organize, drawing and painting competition in any suitable premises of the Corporation duly involving school and college students (up to Intermediate course) on the subject of "Road Safety". A committee of Dy. CTM/ DVM, Dy. CME and SMO/MO of the Region shall select 30 best entries and they shall be invited to the function at Regional level. These 30 best performers shall be rewarded with Trophies / Cups costing about Rs.100/- each along with suitable certificates from RM.
- 2) The Regional Managers shall associate with the Depot Managers, Dy.CTM's / DVM's under their control in finalizing selection of accident free record drivers and also participate in the functions organized at all Depots under their control during Road Safety Week. They shall ensure that prescribed slogans on Road Safety and posters supplied by Corporate Office are exhibited on Buses, at Bus Depots, Bus stations, other premises of the Corporation and at conspicuous places to attract the attention of drivers and other road users.
- 3) RMs shall arrange for wide publicity on Road Safety through pamphlets, print and electronic media.
- 4) RMs are also advised to ensure payment of safety driving allowance to all eligible drivers at all Depots well before organizing Road Safety function.
- 5) The Regional managers shall take out census (for the last 5 calendar years) to identify the Depot in the Region where maximum number of fatal, major and minor accidents took place and adopt the Depot to implement measures for containing accidents.

- 6) RMs shall ensure completion of training to all hire bus drivers both at induction and refresher levels in coordination with the Principals of ZSTCs.
- 7) RMs shall also ensure completion of P.M.E to all the drivers (including PHB drivers) in coordination with SMOs/MOs of their regions.
- 8) The Regional Manager shall identify **three** senior most drivers who have put in accident free service record from his Region. The first, second and third best accident free record service drivers shall be rewarded with cash award of Rs.3250/-, Rs.3000/- and Rs.2750/- respectively, in a function to be organized at Regional level during the Road Safety Week.

The Regional Managers of Hyderabad and Secunderabad Regions shall select and present cash awards to 12 drivers (i.e., three from each Division) in a function. The first, second and third best accident free drivers from each division, shall be awarded with a cash prize of Rs.3250/-, Rs.3000/- and Rs.2750/- respectively .

- 9) The Regional Managers are permitted to incur an expenditure of Rs. 10,000/- for celebration of Road Safety Week at Regional level which is inclusive of expenditure incurred towards conducting painting / drawing competition

**V. Role of Executive Directors of Zones:**

- 1) The Executive Directors of Zones may participate in Regional level functions organized at all Regions under their control and address on Road Safety.
- 2) A special cell shall be established at all Zonal Offices, monitored by concerned Secretary to Executive Director of Zone. for reviewing accidents, vehicle condition, road condition etc., during the Road Safety Week.
- 3) The Executive Director of the zone shall constitute a team consisting of Secretary to ED (zone) and one officer of his choice and shall arrange to conduct road safety audit in at least one depot with high accident rate in the regions of his zone as was conducted by the head office team recently.
- 4) The Executive Directors shall identify **three** senior most drivers who have put in accident free record from their respective Zones for presenting awards at corporate level. They shall also ensure to send bearer cheques for an amount of Rs. 4500/-, Rs. 4250/-, and Rs. 4000/- (for presenting to the drivers selected as 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>, best drivers) drawn at the respective Zonal Offices. The same shall be sent to the Dy Chief Traffic Manager (Commercial), Corporate office together with the bio-data particulars and passport size colour photos of the drivers selected before 12.12.2011 positively.

- 5) The 3 State level award winning drivers will be selected at Corporate office after receiving Zonal level names of accident free service drivers. The State level awards will be finalized at Corporate Office and an amount of Rs. 12,000/- Rs. 10000/- and Rs. 8000/- will be presented to the drivers selected as 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> best drivers.

**VI. Role of EDs & HODs at Corporate level:**

All EDs, HODs and SSOs in OPD and MED at Corporate Office must plan to visit Regions of their choice during road safety week to explain and address the drivers regarding the ill effects of bad driving habits. Not more than one officer should visit one Region in a given day. They shall also plan the program in such a way that they are present during the Road safety function organized at Corporate level. Chief Commercial Manager may monitor this and apprise Executive Director (O&MIS) on the same.

**VII. Role of Public Relations Department at Corporate Office:**

- 1) Public Relations Department shall print stickers, posters etc., on Road Safety quantity as specified as under and also arrange for its distribution to all the Depots well in advance for proper display in the premises of Depots, Bus stations, other buildings of the Corporation .

(a) Posters	6,000 copies
(b) Stickers	23,000 copies
- 2) Secretary to Corporation shall make necessary arrangements for organizing a "Meet on Road Safety" at Corporate level in consultation with Executive Director (O & MIS).

**VIII. Role of Human Resource Development Department:**

The Principals of Zonal Staff Training Colleges shall conduct special training classes for in service drivers and PHB drivers in coordination with RMs/Dy.CTMs. In these programs, emphasis shall be laid on safe driving habits, driving skills, responsibility of the drivers in safeguarding the lives, property of the road users and observance of traffic rules.

The Safety Driving Instructors of the Depots are to be reoriented with the role and responsibilities in minimizing the accidents while educating defensive skills to the Drivers. All AM (T)s and Supdt (T)s are also to be given training on right methods of counseling and sensitizing the Drivers. VIPs in local cities / towns be invited to inaugurate the Road Safety function.

**IX. Role of Medical Department:**

The Superintendent and Chief Medical Officer shall in unison organize medical camps with the Medical Officers working at Tarnaka and Regions, at identified Depots for medical check up of drivers in consultation with the RMs concerned. All backlog drivers for Periodical Medical Examination shall be completed during this week.

**Conclusion:**

In order to organize activities referred above in a benefiting manner, DMs, DY.CTMs, DVMs, DY.CMEs, RMs and EDs shall evince keen interest for involving the Officials from Police, Transport, Health, Education, R&B and other concerned Departments for making the function successful.

The Executive Directors of Zones, Executive Director (H & M), and Secy., to Corporation, Regional Managers, Principals of Zonal Staff Training Colleges shall submit detailed report to the Executive Director (O & MIS) by 20.1.12 positively on the activities / programs carried out in their jurisdiction during 23<sup>rd</sup> Road Safety Week to enable to send a consolidated report to Government of Andhra Pradesh.

Encl: As above



**VICE CHAIRMAN &  
MANAGING DIRECTOR**

**To  
All Officers of the Corporation.**

- Copy to: Dir(V&S) for infn.
- Copy to: ED(H&M) and Secy. To Corpn, FA,CAO for infn and n/a.
- Copy to: General Secretary, APSRTC National Mazdoor Union, 20/1, Vignyanpuri, Vidyanagar, Hyderabad - for information.
- Copy to: Secretary General, Employees Union, APSRTC, Satyanarayana Reddy, Marg, Azamabad, Hyderabad - for information.
- Copy to: General Secretary, APSRTC Staff & Workers Federation, H.No.1-1-60/4, N.V.Bhaskar Rao Smaraka Kendra, Mushirabad, Hyderabad.
- Copy to: General Secretary, Supervisors Association, APSRTC, Hyd.
- Copy to: General Secretary, APSRTC Security Staff Welfare Association, Hyderabad.
- Copy to: Notice Board & In charge Record Room.



CULTIVATE ROAD SAFETY CULTURE AND BE ASSURED OF  
A SAFE FUTURE TO FOLLOW AND INCULCATE IN OTHERS

1. Drive Safe, be Safe.

భద్రంగా డ్రైవ్ చేయండి, సురక్షితంగా ఉండండి

2. Overtake only from the right.

కుడివైపు నుండి మాత్రమే వాహనాన్ని దాటండి

3. Don't mix drinking with driving.

మద్యపానం చేసి వాహనాన్ని నడపకండి

4. Never jump Red Light, it may cost your life.

ఎర్ర లైట్ ను దాటిపోకు, జీవితాన్ని చేజారుకోకు

5. Road Safety is a matter of life and death.

రోడ్డు భద్రత అనేది జీవన్మరణ సమస్య

6. Safe Roads ! Save Lives !!.

సురక్షితమైన రోడ్డు జీవితాలను కాపాడుతాయి

7. Don't run for or out of a running bus.

పరుగెత్తే బస్సు కోసం పరుగు తీయకండి పరుగెత్తే బస్సు నుండి దిగకండి

8. Always have concern for fellow-road user.

ఎల్లప్పుడూ తోటి రోడ్డు వాడకం దార్ల గురించి ఆలోచించండి

9. Never Zig-Zag on the roads.

రోడ్డు మీద అస్తవ్యస్తంగా వెళ్ళకండి

10. Lane-Driving is safe driving.

లేన్ డ్రైవింగ్ సురక్షితమైనది

11. Follow traffic rules - be safe and let others be safe.

ట్రాఫిక్ నిబంధనలు పాటించండి మీరు సురక్షితంగా ఉండండి ఇతరులను సురక్షితంగా ఉండనివ్వండి

12. Biggest enemies on the Road - Liquor, Speed and Overload.

మద్యం, అధిక వేగం, ఓవర్ లోడ్ అనేవి రోడ్డు భద్రతకు ప్రమాద హేతువులు

13. Traffic Discipline is a seed, which Germinates, sow it.

ట్రాఫిక్ క్రమశిక్షణ అనేది ఒక విత్తనం, అందు లోంచి భద్రత అనే వృక్షం పుడుతుంది కాబట్టి దాన్ని అమలు పరచండి

14. "Careful Driving costs nothing"

సురక్షిత డ్రైవింగ్ వలన కోల్పోయేది ఏమీ లేదు, ప్రయాణీకుల మరియు ఇతరుల ప్రాణాలు సురక్షితంగా ఉంటాయి

- పాటించు భద్రతను - పారద్రోలు ప్రమాదాన్ని .
- వివాహితులా ? వేగానికి విడకులివ్వండి. అ వివాహితులా ? అయితే హద్దుల్లో నడపండి.
- పాదదరులూ ! పగటి కలలు కనవద్దు ! ఫలితం ప్రాణాంతకం కావచ్చు !!
- పార్కింగ్ స్థలాలు - మీ వాహనాలకు బృందావనాలు !
- కదులుతున్న వాహనం నుండి దిగకండి ! కాళ్ళు చేతులు ఒక జతే అని మరువకండి !!
- సాధారణ వేగంతో ఇంధనం ఆదా! మితి మీరిన వేగంతో సర్వస్వం వృధా !!
- ఇల్లాలితో ముచ్చట్లు ఇంట్లో ముద్దు వాహనం నడుపుతూ సూక్తులు వద్దు !
- హెల్మెట్ వాహనదారులకు శిరోధార్యం!
- పిల్లలు ఇద్దరే ముద్దు- పిల్లియస్ రైడర్ గా ఒకరి కంటే వద్దు !
- రహదారి సూత్రాలు పాటించండి - రక్షిత వ్యవస్థకు సహకరించండి !
- వాహనాల వ్యర్థ పొగలు నియంత్రించండి , వాతావరణ కాలుష్యం నివారించండి !
- మీ బిడ్డలు మీ కెంతో ముద్దు వారిని బాధ్యత లేకుండా రోడ్డు పైన వదలొద్దు !
- వాహనం నడుపుతూ కబుర్లు వద్దు ! ఆనక హాహాకారాలు వద్దు !
- నిన్ను నీవు రక్షించుకోవాలంటే నిత్యం నీ వాహనాన్ని పరిశీంచుకో !!
- రహదారి సూత్రాలు రక్షణ కవచాలు !
- వేగాన్ని నియంత్రించండి వందేళ్ళు వర్ధిల్లండి !
- నిదానమే ప్రధానం !
- రహదారి భద్రతా సూత్రాలు రసమయ జీవితానికి నేత్రాలు !
- రహదారి సూత్రాలు పాటించు - రాబోయే ప్రమాదాన్ని నివారించు !

## SAFETY SLOGANS

- LEARN, PRACTICE, PREACH, "SAFETY FIRST".
- AN OUNCE OF PREVENTION IS WORTH A POUND OF CURSE.
- LIFE IS SHORT - DON'T MAKE IT SHORTER.
- BE A LITTLE CAREFUL - IT WILL SAVE MANY ACCIDENTS.
- DON'T TAKE A CHANCE IN LIFE BY CARELESSNESS, BUT GIVE LIFE A CHANGE BY CAREFULNESS.
- THE BEST WAY IS A SAFE WAY - THE SAFE WAY IS THE BEST WAY.
- CULTIVATE THE SAFETY HABITS; IT PAYS.
- BETTER BE SAFE THAN SORRY.
- WASTE A MINUTE AND SAVE A LIFE. IT MAY BE YOUR OWN.
- SPEED IS FIVE LETTER WORD. SO IS DEATH;  
SAFE IS FOUR LETTER WORD. SO IS LIFE.
- ANGER IS ONE LETTER AWAY FROM DANGER. DRIVE GENTLY
- FOLLOW TRAFFIC RULES SAVE YOUR FUTURE
- DONOT USE MOBILE WHILE DRIVING
- MAKE YOUR CHILD ROAD SMART- TEACH HIM ROAD SAFETY
- CHANCE TAKERS ARE ACCIDENT MAKERS
- NO HURRY- NO WORRY. DRIVE SAFELY
- EXPECT THE UNEXPECTED. DRIVE CAREFULLY
- DRIVE SAFELY – YOUR FAMILY IS WAITING FOR YOU
- DON'T LEARN SAFETY BY ACCIDENT
- SAFE- STAYING ACCIDENT FREE EVERY DAY
- HUG YOUR KIDS AT HOME, BUT BELT THEM IN THE CAR

- ITS BETTER TO LOSS ONE MINUTE IN LIFE...THAN TO LOSS LIFE IN A MINUTE
- HAVE ANOTHER DAY- BY BEING SAFE TODAY
- SAFETY IS LIKE A LOCK- BUT YOU ARE THE KEY
- STOP THE ACCIDENTS BEFORE THEY STOP YOU
- BETTER TO ARRIVE LATE THAN NEVER
- STOP, LOOK, LISTEN THEN CROSS, IF YOU DON'T, YOUR LIFE COULD BE LOST ! LOST ! LOST
- DON'T CROSS THE ROAD !
- BE CAREFUL AT BLIND CORNERS - THEY MAY TURN YOU BLIND
- ACCIDENTS JUST DON'T HAPPEN - THEY ARE CAUSED.
- CARELESS OVERTAKING IS DANGEROUS - DEATH MAY TAKEOVER YOU.
- OVER SPEEDING IS DEATH.
- HELMET IS NOT FOR SOMEBODY'S HEADACHE - IT IS SCOOTERIST'S HEAD GEAR.
- TIME IS PRECIOUS BUT LIFE IS MORE PRECIOUS - AVOID OVER SPEED.
- TRAFFIC SIGNALS ARE FOR ONE AND ALL.
- DON'T MAKE FULL STOP TO LIFE - FOLLOW TRAFFIC STOP LIGHT.
- BETTER TO STAY LATE ON EARTH - THAN EARLY TO ETERNITY.
- WE LIKE YOU - BUT NOT YOUR SPEED.
- CAREFUL DRIVING IS OUR MOTTO - AVOID OVER SPEED IN TOTO
- WISH YOU A SAFE AND HAPPY NEW YEAR - 2010.

అప్రమత్తతతో బస్సులు నడుపుదాం!

ఆహ్లాదంగా గమ్యం చేరుదాం!!

# 23వ రోడ్డు భద్రతా వారోత్సవాలు

(01.01.2012 నుండి 07.01.2012 వరకు)

“ప్రమాదాలు దుఃఖ దాయకం భద్రత ఆనంద దాయకం”

“ACCIDENTS BRING TEARS SAFETY BRINGS CHEER”

-----డిపో, ఆంధ్ర ప్రదేశ్ రాష్ట్ర రోడ్డు రవాణా సంస్థ

Size of the flexi to be displayed at Bus stations:

For all Major and A class Bus stn - 9X 4 feet

For all B and C class Bus stn - 6X 3 feet

(for used bus stations only)

WISH YOU A SAFE AND HAPPY NEW YEAR  
2012