



## ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

(Operations Department, Corporate Office, RTC House, Vijayawada)

### **CIRCULAR NO.12/2023-OPD, DT.24.07.2023.**

**Sub:** BUS PASSES – EXCLUSIVE TRIPS: Provision of Exclusive Trips for Educational Institutions in Cities and Mofussil areas - Revision of guidelines–Reg.

**Ref:** Circular No:15/2016-OPD(P), dt. 22.06.2016.

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The Corporation issued comprehensive guidelines through ref cited, regarding provision of exclusive trips for the transportation of students from town/city/urban locations to the educational institutions.

2.0 During past seven years the cost of operation of buses has increased significantly due to the steep rise in Diesel prices and other input costs.

3.0 Therefore, considering the factors involved in operation of exclusive trips for educational institutions in cities and mofussil areas and taking the feedback received from the institutions and parents, the following revised guidelines are issued:

- a) The Exclusive trips to the Educational Institutions shall be provided with Pallevelugu and City Ordinary buses only.
- b) Minimum number of exclusive bus passes to be purchased to operate an exclusive trip shall be 42 for City Ordinary and 50 for Pallevelugu as against 65 prescribed earlier for both the types.
- c) The faculty and employees of the educational institution can also utilise the exclusive bus pass facility on par with students.
- d) The minimum chargeable distance (Route length) for a trip is 20 Kms i.e., 40 kms per day including lead distance for both City Ordinary and Pallevelugu buses.
- e) Computation of distance shall be from the starting point of the bus to the institution, plus lead Kms i.e., from Depot to starting point and the educational institution to traffic generating point.
- f) Exclusive trips for educational institutions shall be operated on working days only.

4.0 The revised tariffs for the various travel distances from starting to the institution including lead distance are as follows:

City Ordinary

Distance of Travel	20 Km	25 Km	30 Km	35 Km	40 Km	45Km
Revised tariffs (Rs.)	1,560	1,820	1,820	2,080	2,080	2,340

Pallevelugu

Distance of Travel	20Km	25Km	30Km	35Km	40Km	45Km	50Km	55Km
Revised tariffs (Rs.)	1,560	1,560	1,560	2,080	2,340	2,600	2,860	3,120

### 5.0 Other Terms and Conditions:

- a) The educational institution shall submit the list of students, faculty and employees willing to avail the exclusive bus facility, to the Depot Manager concerned.
- b) The student shall purchase exclusive Bus pass ID and monthly exclusive bus pass ticket from bus pass issue counters for the purpose of travelling.
- c) The institution can renew exclusive bus pass tickets for a batch of students by deputing a person from the institution, to avoid wastage of student's time at bus pass counters.
- d) If the number of exclusive bus passes purchased falls short of 42/50, in a month, the educational institution shall pay for the shortfall tickets for operating exclusive trip.
- e) The exclusive bus pass holders shall be permitted to board and alight at any en-route point identified in the route course.
- f) The special buses provided for educational institutions shall display the board  
→ STUDENT SPECIAL – WITH NAME OF THE INSTITUTION.
- g) The District Public Transport Officer may withdraw provision of exclusive bus trips duly giving one-month advance intimation to the educational institution.
- h) Exclusive trips to educational institutions shall be linked to City Ordinary/ Pallevelugu regular schedules, instead of idling buses at educational institutions by operating such trips as OMS.
- i) Travel by all City Ordinary buses in all routes within city limits is free to the students on the strength of Exclusive Bus Pass provided to the students.
- j) The bus pass tariff fixed by the Corporation is subject to revision from time to time.

These instructions shall come into force with effect from 01.08.2023.

  
24.7.2023  
**MANAGING DIRECTOR**

To

All officers of the Corporation.