

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No. M/662 (1)/2011 – OPD (M)

O/o the VC & MD
Musheerabad,
Hyderabad - 624

CIRCULAR NO.23/2011 – OPD (M) DATED 18.05.2011

Sub: **BARAT** : Changes in commission payable to ATB Agents – Extending concession on Group Booking for Garuda Buses –Communication– Reg.

After examining various representations submitted by ATB agents, the competent authority approved the following changes in the ATB Agents commission.

1) **Commission payment for Garuda services** : At present on sale of ₹.700/- and above fare tickets, commission is being paid on differential rates for competitive and non-competitive routes. Now, irrespective of the routes, commission payable on fares above ₹.700/- for Garuda services is made uniform. The existing and revised rates are given below.

a) Existing commission rates :

TYPE OF SERVICE	upto TARGET		Above TARGET	
	ADULT	CHILD	ADULT	CHILD
A) For Garuda services:	₹.	₹.	₹.	₹.
i) For fare upto ₹.375/-	10.00	7.50	12.00	9.00
ii) For fare from ₹.376/- to ₹.700/-	20.00	15.00	24.00	18.00
iii) For fare above ₹.700/-	25.00	19.00	30.00	22.50
iv) For fare above ₹.700/- in routes Hyd-Mumbai, Hyd-BGLR, Hyd-Shirdi & VSP-Chennai	50.00	38.00	60.00	45.00

b) Revised commission rates :

TYPE OF SERVICE	Upto TARGET		Above TARGET	
	ADULT	CHILD	ADULT	CHILD
A) For Garuda services:	₹.	₹.	₹.	₹.
i) For fare upto ₹.375/-	10.00	7.50	12.00	9.00
ii) For fare from ₹.376/- to ₹.700/-	20.00	15.00	24.00	18.00
iii) For fare above ₹.700/-	50.00	38.00	60.00	45.00

2) **Enhancing commission on sale of "anywhere to anywhere tickets" to the ATB agents.**

The payment of commission was not revised to ATB agents since 1998. However, enhanced commission to sell more and more "any where to anywhere" tickets is proposed.

For example an agent sitting at Hyderabad is encouraged to sell more and more tickets in which Hyderabad is neither origin nor destination. A Hyderabad agent selling tickets like VJA-BGLR, VSP-VJA, VJA-TPT, TPT-BGLR would fall under the definition of selling "any where to anywhere" tickets. Similarly if an agent sitting at Vijayawada sells HYD-TPT, TPT-BGLR tickets then he has sold "any where to anywhere" tickets.

To motivate ATB agents to sell more "any where to anywhere" tickets, commission rates have been revised as follows.

a) Present commission rates to the ATB agents :

TYPE OF SERVICE	upto TARGET		Above TARGET	
	ADULT	CHILD	ADULT	CHILD
A) For Garuda services:	₹	₹	₹	₹
i) For fare upto ₹.375/-	10.00	7.50	12.00	9.00
ii) For fare from ₹.376/- to ₹.700/-	20.00	15.00	24.00	18.00
iii) For fare above ₹.700/-	25.00	19.00	30.00	22.50
iv) For fare above ₹700/- in routes Hyd-Mumbai, Hyd-BGLR, Hyd-Shirdi & VSP-Chennai	50.00	38.00	60.00	45.00
B) For all other services:				
i) For fare upto ₹125/-	5.00	2.50	6.00	3.00
ii) For fare above ₹125/-	10.00	5.00	12.00	6.00
C) For all other services to ATB Agents of Hyderabad & Secunderabad, Bangalore, Mumbai & Chennai:(any fare)	10.00	10.00	12.00	12.00

b) Revised commission rates for "any where to anywhere" tickets sold by ATB Agents:

TYPE OF SERVICE	upto TARGET		Above TARGET	
	ADULT	CHILD	ADULT	CHILD
A) For Garuda services:	₹	₹	₹	₹
i) For fare upto ₹.375/-	11.00	8.00	13.00	10.00
ii) For fare from ₹.376/- to ₹.700/-	22.00	16.50	26.00	19.50
iii) For fare above ₹.700/-	55.00	41.00	65.00	49.00
B) For all other services:				
i) For fare upto ₹125/-	5.50	3.00	7.00	3.50
ii) For fare above ₹.125/-	11.00	5.50	13.00	6.50
C) For all other services to ATB Agents of Hyderabad & Secunderabad, Bangalore, Mumbai & Chennai:(any fare)	11.00	11.00	13.00	13.00

It shall be noted that these commission rates are applicable only for "any where to anywhere" tickets sold by ATB agents.

For example an agent sitting at Tirupati sells tickets from HYD-VJA in Garuda services, then he is eligible for ₹.11/- commission. If he sells TPT-NLR Garuda ticket, then he is eligible for ₹.10/- commission.

Similarly, if an agent sitting at Hyderabad sells the HYD-VJA ticket in Garuda service, he is eligible for ₹.10/- commission, but if he sells TPT-BGLR ticket in Garuda service, then he eligible for ₹.11/- commission.

3) To extend bank remittance facility to all the willing agents :

At present this facility is available in Bangalore and Hyderabad & Secunderabad cities only and at other places, the ATB agents are paying the previous days sale proceeds at the concerned Depot by 13.00 Hrs by cash on the following day.

Now it has been decided to allow willing ATB agents to remit sale proceeds through the bank account to the willing ATB agents. In this regard Regional Managers are advised to process note to Head Office, to extend the facility to the willing ATB agents duly consulting SBH, ICICI & AXIS Bank authorities for transfer of amount on daily basis without collecting transaction charges.

However, all the cancelled tickets along with other related documents like cancellation vouchers shall be submitted at concerned Depot / Bus Station by 13.00 Hrs on the following day invariably.

4) Allowing commission on cancelled tickets :

Approval has been given by the competent authority to pay proportionate commission on cancelled tickets, basing on the percentage of ticket amount retained by the Corporation as furnished hereunder.

SL NO	ADVANCE NOTICE OF CANCELLATION	DEDUCTION TO BE MADE	AGENT COMMISSION
1	More than 48 Hrs before the Sch. Dep of the bus	Only Reservation charges	NIL
2	From 48 Hrs and upto 24 Hrs. before the Sch. Dep time of the bus	10% of the actual fare +Reservation charges	NIL
3	From 24 Hrs and upto 2 Hrs. before the Sch. Dep time of the bus	25% of the actual fare +Reservation charges	25% of the agent commission
4	Between 2 Hrs and upto Sch. Dep time of the bus	50% of the actual fare +Reservation charges	50% of the agent commission
5	Upto 1 Hr. after Sch. Dep time of the bus	75% of the actual fare +Reservation charges	75% of the agent commission
6	After 1 Hr. after Sch. Dep.	No refund	100% of the commission

5) To extend discount for group bookings on e-ticket :

Competent authority approved to extend 5% discount for group bookings, on all 'e' tickets booked for GARUDA services. A group may be taken as four members traveling together and may include children, i.e., child tickets are also eligible to be counted for the sake of 'Four Members' group. In case return journey ticket is also booked with onward journey ticket, then 10% concession on return journey ticket should be allowed. Publicity has to be given through pamphlets at all bus stations to motivate passengers to register with www.apsrtc.in to enable them to book tickets from their home itself through internet. The concession is not applicable to the tickets booked at ATB Agents and APSRTC counters. CE(IT) to take steps to modify BARAT software accordingly.

6) The fields of age and mobile numbers of customers shall be made mandatory in all BARAT tickets. All the staff and ATB agent booking tickets shall be advised to fill these fields. CE (IT) shall take steps to make these fields mandatory in BARAT.

The above changes are to be implemented from 01.06.2011.

This has the concurrence of Financial Advisor.


**EXECUTIVE DIRECTOR
(OPERATIONS & MIS)**

To
All Regional Managers

Copy to:

Dir (V&S), FA, CAO, ED(HRD), ED(E&IT) for information.

All Executive Directors of Zones for information & necessary action.

CE(IT) with a request to modify the software and also port the new software at all Regions / Depots.

All HODs, DyCTMs, DVMS, for information & n/action.

All DMs, ATMs of Bus stations for information & n/action.

All Traffic In-Charges and BSMs for necessary action.