

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.P1/281(01)/2020-PO-1

Office of the Managing Director,  
RTC House, Vijayawada,  
Dated 18.06.2021.

CIRCULAR No. PD- 03 /2021, Date: 18.06.2021

Sub: Covid -19 Ex-Gratia – Death of PTD-Employees due to Covid-19 (2<sup>nd</sup> wave) – Payment of ex-gratia @ Rs.5.00 Lakhs to the dependent family members from the amounts contributed by the employees – Instructions – Reg.

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In the 2<sup>nd</sup> wave of Covid-19, about 4,500 employees (11%) of Public Transport Department have been infected and about 195 employees were declared dead due to the influence of Covid-19. The family members of all these employees are badly affected financially and other wise due to sudden demise of the earning family member.

In the 1<sup>st</sup> wave of Covid-19, an amount of Rs.5.00 Lakhs was paid to the dependent family members of each employee died (93) due to Covid-19 duly recovering one day Basic pay from the salaries of employees.

The representatives of all Associations of PTD have been contacted with a proposal to contribute 1 ½ times of one day Basic pay to pay ex-gratia @ Rs.5.00 Lakhs to the dependent family members of each employee died due to Covid-19 (2<sup>nd</sup> wave). It was proposed to recover this amount from salaries in three (03) equal installments i.e., @ 50% of one day Basic pay for three consecutive months starting from June, 2021 salary bill. All Associations have agreed for the proposed recovery from the salary bills of all employees.

Therefore, it is decided to effect recovery of 50% of one day Basic pay for three consecutive months starting from June, 2021 salary bill, subject to the following conditions.

- 1) The amount recovered shall be kept in a separate bank account at Corporate Office under the control of FA&CAO as done earlier.
- 2) This amount shall be kept as reserve for payment of ex-gratia for the above stated reasons and shall not be utilized for any other purposes.
- 3) The Unit Officers shall process note files to ED (A) seeking sanction of ex-gratia amount, along with relevant documents.

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- 4) ED (A) shall approve payment of ex-gratia for each death case subject to verification of records.
- 5) FA&CAO shall arrange for transfer of funds to Dy.CAO/AO concerned to issue cheques in favour of the dependent family members of the employees deceased due to Covid-19 in the 2<sup>nd</sup> wave.
- 6) Unit Officers shall pay ex-gratia @Rs.5.00 Lakhs to the dependent family members of the employees deceased due to covid-19.

Therefore, all Unit Officers shall take necessary action accordingly.

*Mula*  
18.6.2021

**Commissioner: PTD &  
Ex-Officio VC&MD: APSRTC**