

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION.

NO:P2/532(01)/2016-PO-III

Office of the Managing Director,
RTC House, PNBS, Vijayawada.

CIRCULAR NO:PD-13 /2018 dated 22-06-2018.

SUB: OFFICE PROCEDURE- Continuation of 5 day week for the Administrative Office of the VC & MD – Orders – Communicated – Reg.

REF: 1. Cir.No PD- 72/1997 dated: 23.10.1997

2. Cir.No PD- 10/2017 dated:30.05.2017

3. G.O.Ms.No.64 of Government of Andhra Pradesh, General Administration (SB) Department Dated 24.05.2017

4. G.M.S.No.86 dated.19.06.2018

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In accordance with the orders issued vide reference 2nd cited, the Corporate office of APSRTC is functioning for five days in a week from Monday to Friday on shifting from Hyderabad to Vijayawada. The working hours on these five days are from 10.00 am to 05.30 pm with lunch break from 01.30 pm to 02.00 pm. It was also stipulated in the circular that these revised working hours are applicable only to the sections of Corporate Office that were shifted from Hyderabad to Vijayawada and will be in force for a period of one year wef 27.06.2017.

Now, the Government of Andhra Pradesh, through the G.O.Ms.No.86, General Administration (OM.II) Department dated 19.06.2018, have issued orders that Five-day week with office timings from 10.00 AM to 05.30 PM shall be extended for a further period of one year wef 27.06.2018.

The above GO on 5 day week is applicable to APSRTC Corporate Offices as per the clauses mentioned therein.

Therefore, the Five-day week with Office timings from 10.00 AM to 05.30 PM, existing for the Corporate Office that is shifted from Hyderabad to Vijayawada, will continue for a further period of one year wef: 27.06.2018.

The five day week as mentioned above is not applicable to Transport Academy and Central Hospital functioning at Vidyadharapuram, Vijayawada.

However, the existing 6 day week and the office working hours of Legal Cell, PF and ISS at Hyderabad remain unaltered.

The other Administrative Units will continue to function as usual as per their timings.


EXECUTIVE DIRECTOR (A&P)

To
All Officers of the Corporation.