

**ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION**

No.IR2/287(1)/2015-PO.IV

Office of the Managing Director,  
Bus Bhavan, Hyderabad-20.

**CIRCULAR No.PD-20/2015, dated 04-09-2015.**

Sub: **FACTORIES ACT 1948** - Renewal of Factory Licence under the Factories Act, 1948 – Instructions – Issued.

Ref: 1) Cir.No.PD-52/2007, dated: 22.10.2007.  
2) Cir.No.PD-23/2014, dated 11.09.2014.

\* \* \*

The Licenses of Depot Garages/Workshops/Other Production Units under Factories Act, 1948 have to be submitted to the Inspector of Factories concerned in time for renewal for the year 2016. Challan for the licence fee at the rates communicated in the schedule enclosed to the circular 1<sup>st</sup> cited, payable with Form No.2 in duplicate as laid down under Section 6 and Rule 7 of Factories Act and Rules has to be sent to the Inspector of Factories concerned before 31.10.2015 and the receipt has to be obtained for the same. Challan for the amount should be remitted into the Bank in Account Head No.0230, "Labour and Employment-104 Fee realized under Factories Act, 1948 renewal of licence for the year 2016". Any application submitted for renewal after 31.10.2015 and insufficiently completed Form No.2 will not be accepted and a penalty of 25% surcharge, in excess of the amount ordinarily payable for the licence will be levied. All the Unit Officers, so far have taken timely action and got the licence renewed. However, as a precautionary measure, this Circular is issued.

In this context, it is to inform that on enquiry in the office of the Director of Factories, Andhra Pradesh State, it came to be known that there is no change in the Licence Fee/Renewal Fee rates and Account Head No. etc., that were communicated in the schedule enclosed to the Circular 1<sup>st</sup> cited. However, the WMs/DMs/AME(Tyres) shall contact the local Inspectors of Factories concerned before obtaining Challan and ensure that the license fee payable, Account Head Number etc., are correct and then only submit the applications.

The following particulars are given for the purpose of filling Column 10 of Form No.2.

NAME OF THE OCCUPIER	:: N.SAMBASIVA RAO
FATHER's NAME	:: N.RAMAKOTAIAH
AGE	:: 57 years
ADDRESS	:: Managing Director, APSRTC Bus Bhavan, Hyderabad-20.

Letter dated 02.09.2015 of Managing Director authorizing all Works Managers/Depot Managers/Asst. Mech. Engineers (Tyres) to sign in Form No.2 "for Managing Director" at the space provided for "Signature of Occupier" is enclosed in duplicate for record and for submission of one copy of the letter to Inspector of Factories concerned along with Form No.2.

Contd...2

Office of the Managing Director

All the Unit Officers concerned are advised to take necessary action in time to avoid penalty.

Please acknowledge receipt of this Circular.

Encl: As above.

VICE CHAIRMAN & MANAGING DIRECTOR.

*[Handwritten Signature]* 4/9/14

To  
All Executive Directors.  
All HODs/RMs/WMs/DMs/AMEs(Tyres).  
The PO(Trg.)/HO for inclusion in the monthly index for Circulars.

The following information is given for the purpose of filling Column 10 of Form No. 2.

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NAME OF THE OCCUPYER	BATHERY NO.	AGE	ADDRESS
N. RAMASIVA RAO			
N. RAMAKOTAIAH			

Managing Director, APRTC Bhubaneswar  
Hyderabad-501

Letter dated 03.09.2013 of Managing Director authorizing all Works Managers/Plant Managers/Asst. Plant Managers (Tyres) to sign in Form No. 2 for "Managing Director" at the space provided for "Signature of Officer" is enclosed in duplicate for record and for submission of one copy of the letter to Inspector of Factories concerned along with Form No. 2.

**ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION**

Office of the Managing Director,  
Bus Bhavan, Musheerabad, Hyd-20,  
Dated: 02.09.2015.

No.IR2/287(1)/2015-PO-III

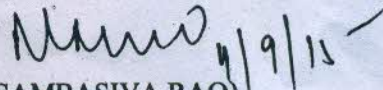
To  
All Works Managers,  
Zonal Workshops.

All Depot Managers  
All Asst. Mechanical Engineers (Tyres), TRSs.

Sub: **FACTORIES ACT, 1948** – Renewal of Factory Licence of APSRTC  
Workshops and Depot Garages – Submission of Form-2 to the Inspector  
of Factories – Reg.

\* \* \*

You are hereby authorized to sign “for Managing Director” at Column  
“Signature of Occupier” in Form-2 prescribed under Rule 4 of “A.P. Factories Rules,  
1950” for the purpose of renewal of Factory Licence of Zonal Workshops/Other  
Production Units/ Depot Garages for the year 2016.

  
( N.SAMBASIVA RAO )  
MANAGING DIRECTOR

Copy to: All Inspectors of Factories in AP State for information please.

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

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Bus Bhavan, Musheerabad, Hyd-20,  
Dated: 02.09.2015.

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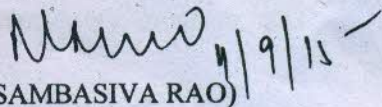
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(N.SAMBASIVA RAO)  
MANAGING DIRECTOR

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