

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

Office of the Managing Director,  
RTC House, PNBS, Vijayawada,  
Date 08.09.2016.

No. IR2/137(4)/2015-PO-III

To  
All Officers of APSRTC.

Sub: SUBSCRIPTION – Recovery of monthly Subscription towards Membership from the Salaries of Class-II Supervisors who express their willingness in writing and remittance to the APSRTC Class-II Supervisors' Association A/c through Bank – Instructions issued – Reg.

- Ref: 1. This office Letter No. IR2/137(17)/2010-PO-IV dated 11.11.2011.  
2. This office Letter No. even dated 18.09.2015.  
3. Letter from the General Secretary, APSRTC Class-II Supervisors' Association, dated 14.07.2016.

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Instructions were issued through this office letter 1<sup>st</sup> cited, on recovery of monthly subscription towards membership from the salaries of Class-II Supervisors and remittance to APSRTC Class-II Supervisors' Association A/c through Bank.

Through this office letter 2<sup>nd</sup> cited, the Unit/Salary drawing Officers were informed that the instructions issued through letter 1<sup>st</sup> cited stand cancelled and therefore advised not to recover any amount, towards monthly subscription of membership to Association, from the salaries of Class-II Supervisors of APSRTC from September, 2015 onwards.

Now, in consideration of the request of the APSRTC Class-II Supervisors' Association 3<sup>rd</sup> cited, it is decided to restore the recovery of monthly subscription towards membership from the salaries of Class-II Supervisors who express their willingness in writing in the proforma as at Annexure-I, from the month of September, 2016 onwards and to remit the same to the Association as was done earlier.

The Unit/Salary drawing Officer concerned shall take necessary action to recover the monthly Subscription towards membership from the salaries every month from September, 2016 onwards and remit to the Bank Account of APSRTC Class-II Supervisors' Association through Bank.

A credit advice for the total amount deducted shall be sent to AO (P&A)/HO, RTC House, PNBS, Vijayawada together with a statement in the proforma as at Annexure-II, as in the case of other NDRs.

The AO (P&A)/HO, RTC House, Vijayawada shall obtain a Cheque for the entire amount received from all the Units of the APSRTC in favour of "GENERAL SECRETARY, APSRTC Class-II Supervisors' Association, A/c No. 62439441833" of SBH payable at Hyderabad and send the same to General Secretary, APSRTC Class-II Supervisors' Association, RTC House, PNBS, Vijayawada, for information.

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The Unit /Salary Drawing Officer concerned shall prepare a list of Supervisors in the proforma as at **Annexure-III**, from whom the subscriptions were deducted and send it to the General Secretary, APSRTC Class-II Supervisors' Association, RTC House, PNBS, and Vijayawada.

The amount of deduction towards Membership Subscription to the Association shall be debited to "AH.No.1055 NDR – Supervisors' Association Membership".

Necessary action may be taken accordingly.

Encl: Annexures

  
EXECUTIVE DIRECTOR (A&P)

9/9/16

Copy to General Secretary, APSRTC Class-II Supervisors' Association.

ANNEXURE-I

AUTHORISATION LETTER

To  
The Depot Manager/Unit Officer,  
A.P.S.R.T.C., \_\_\_\_\_

Sir,

I hereby authorize you to deduct an amount of Rs. \_\_\_\_\_  
(Rupees \_\_\_\_\_ only) from my salary every month towards monthly  
Membership Subscription and remit the APSRTC Class-II Supervisors' Association Bank A/c.

Yours faithfully,

Witnesses:

Signature :

1)

Name :

2)

Staff No. :

Designation :

Date:

Place of work :

ANNEXURE-II

Name of the Unit	No of willing Supervisors	Total amount of subscription
1.	2.	3

ANNEXURE -III

Name of the Unit:		Subscription recovered in (month and year)		
S.No.	Name of the Supervisor	Staff No.	Designation	Amount of Subscription

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