

ANNEXURE - 'D'

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION  
Office of the Managing Director,  
Mushirabad, Hyderabad - 20,  
No. SO(M)/537(1)/87-PD.

CIRCULAR NO. 18/87-TRG. DATED. 4. 11. 1987.

Sub:- RECRUITMENT - Recruitment of Drivers - Instructions  
on marks to be awarded in Driving test - issued.

Ref:- Circular No. PD-103/1985, dt. 17.8.1985.

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Some units expressed doubts as regards the standards to be adopted for the literacy test and also driving test that are being conducted by the Selection Committee for recruitment of Drivers. In partial modification to the earlier Circular cited above, the following instructions are now issued.

1. Upon the receipt of applications for the posts of Drivers against the advertisement given, initial screening shall be done to check for the following:-

- a) Validity of the driving licence both for the period and genuineness.
- b) Suitability of height. In case of doubt the opinion of RTC Doctor should be sought.
- c) Verification of age and qualification.

2. Such of those candidates who were found to be suitable in the screening test shall be subjected to a practical driving test on road. All the officers of the Selection Committee should be present at the time of driving test. The prescribed format that should be used by the members of the driving test Committee is given in the Annexure. Each of the members should award their individual marks and at the end of the test the Chairman of the Committee should summarise the marks given by the individual members and prepare the final list of marks secured by the candidates. The minimum pass mark for assessing the suitability in the driving test shall be as follows:

OC/BC	--	50%
SC/ST	---	40%

As safe driving is the prime requirement, candidates securing less than 50% in respect of OC/BC candidates and 40% in respect of SC/ST candidates in aggregate and also be corresponding minimum percentage of marks in items 4, 5 & 6 shall be declared to have failed in the driving test.

For the candidates who were selected in the driving test, the tentative roster should be prepared. From among this list the literacy test should be conducted to the candidates. The literacy test shall consist of --

- a) Writing all alphabets in Telugu or Urdu.
- b) Writing numbers from 1 to 99.

The minimum qualifying marks in literacy test is 50% in case of OC/BC and 40% in case of SC/ST candidates. If a candidate does not qualify in the literacy test he shall be asked to come after 3 or 4 weeks duly improving his standard of writing alphabets and numerals. If at the end of this period the candidate does not make any progress, the period will suitably be extended till the candidate secures proficiency. The initial and repeat literacy tests should be conducted in the presence of atleast two members of Selection Committee.

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*70% min marks*

*(Signature)*

*literacy test*

*literacy test min marks*

*5*



In case a person in the roster fails in the literacy test he will loose his chance for appointment on priority but will be considered subsequently based on vacancy position.

Only those candidates who pass in literacy test should be sent for medical examination.

These instructions should be implemented with immediate effect.

Encl: Annexure  
Copy to All Officers of the Corporation.

Sd/- K. VIJAYA RAMA RAO,  
VICE-CHAIRMAN & MANAGING DIRECTOR.

/ ATTESTED /  
Sd/-  
SPECIAL OFFICER (ML).

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION  
DRIVING TEST REPORT

DI VISION \_\_\_\_\_ DATE \_\_\_\_\_  
Name of the Candidate \_\_\_\_\_ DL.No. \_\_\_\_\_  
Father's Name \_\_\_\_\_ Badge No. \_\_\_\_\_  
Caste \_\_\_\_\_

Sl. No.	Subject	Minimum Marks		Marks Scored	Remarks
		OC/BC	SC/ST		
1.	Starting a vehicle from rest on the level up-gradient and down gradient	(16)	3	5	
2.	Gear changing up	(16)	8	5	
3.	Gear Changing down	(18)	9	5	
4.	Road sense, general driving, control of vehicle in all conditions of traffic & steering control, anti-cipation & judgement.	(27)	10	10	
5.	Use of brakes	(10)	5	5	
6.	Stopping, Parking, reversing of vehicle	(10)	5	5	
7.	Driving Road Police signals	(10)	5	5	
Total		(100)	50	40	

Qualifying Marks: OC/BC 50 SC/ST 40  
RESULT: PASSED / FAILED

NAME OF THE MEMBER.

NOTE: If a candidate secured less than the prescribed percentage in 3 or more parameters he should be deemed to have failed in the test even though he secures pass marks in the aggregate.  
/ TRUE COPY /

ILLUSTRATION-I  
(with S.S.C. Marks)

A candidate has passed SSC with 360 total marks in April, 1978. He scored 60 marks in 2nd language. He will be given marks in the selection conducted in the year 1991 as under.

- 1) Date of birth . . . . . 4.1962
- 2) Date of completion of S.S.C. : April, 1978
- 3) Date of completion of 21 years : 4.1983
- 4) His total marks in SSC without 2nd language : 360-60 = 300 Marks.
- 5) Year to be taken for computation of weightage marks : April, 1983
- 6) Computed marks :  $300/5 = 60$  Marks
- 7) Date to be taken for computation of marks : 1.7.1991
- 8) No. of years for computation of weightage marks  
(July, 91 - April, 83) = 8 yrs 3 months: 8 Marks
9. Total Marks :  $60 + 8 = 68$  marks

ILLUSTRATION - II (with HSC Marks)

A candidate has passed HSC with 423 marks in 7 subjects in Jan, 1980. Out of 423 marks the marks scored in 2nd Language is 45 marks. He will be given marks in the Selection conducted in the year 1991 as under:

- 1) Date of Birth : 10.7.1964
- 2) Date of completion of HSC : January, 1980
- 3) Date of completion of 21 yrs. : 10.7.1985
- 4) Total Marks in HSC without 2nd language : 423 - 45 = 378
- 5) Year to be taken for computation of weightage of marks : July, 1985
- 6) Computed marks :  $378/6 = 63$  Marks
- 7) Date to be taken for computation of marks : 1.7.1991.
- 8) No. of years for computation of weightage marks  
(July, 91 - July, 85) = 6 years : 6 marks
- 9) Total Marks :  $63 + 6 = 69$  marks.

ILLUSTRATION (WITH HSC(MP)) No. III

A candidate has passed HSC(MP) with 620 marks in October, 1988 in 10 subjects. Out of 620 marks the marks scored in 2nd language is 50. He will be given the marks in the Selection conducted in the year 1991 as under.

1. Date of birth : 11.4.1966
2. Date of completion of HSC(MP) : October, 1988.
- 3) Date of completion of 21 years : 10.4.1987
- 4) Total marks in HSC(MP) without 2nd language : 620 - 50 = 570
- 5) Year to be taken for computation of weightage marks : October, 1988
- 6) Computed marks :  $570/9 = 63.3$
- 7) Date to be taken for computation of marks : 1.7.1991
- 8) No. of years for computation of Marks (July, 91 - Oct, 88) = 2y.9m. = 2 marks
- 9) Total Marks :  $63.3 + 2 = 65.3$

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ILLUSTRATION (WITH OSMANIA MATRIC): No. IV

A candidate has passed Osmania Matric with 320 marks in 5 subjects in April, 1988. Out of this the marks scored in 2nd language is 40 marks. He will be given the marks in the selections conducted in the year 1991 as under:

- 1) Date of birth 8.6.1968
- 2) Date of completion of Osmania Matric April, 1988
- 3) Date of completion of 21 years 8.6.1989
- 4) Total marks in Osmania Matric including 2nd language 320 Marks
- 5) Year to be taken for computation of weightage marks June, 1989
- 6) Computed marks  $320/5 = 64$  marks
- 7) Date to be taken for computation of marks 1.7.1991
- 8) No. of years for computation of marks (July, 91 - June, 89) = 2yrs. 1month 2 marks
- 9) Total marks  $64 + 2 = 66$  marks

ILLUSTRATION No. V

A candidate has passed SSC with 370 aggregate marks in 6 subjects, Out of the 6 subjects the marks scored by him in 2nd language are 60. He passed SSC examination in April, 1974. He will be given marks in the selections conducted in the year 1991 as under:

- 1) Date of birth 1.6.1957
- 2) Date of completion of SSC examination April, 1974
- 3) Date of completion of 21 years 1.6.1978
- 4) Total Marks in SSC excluding 2nd language  $370 - 60 = 310$  marks
- 5) Year to be taken for computation of weightage marks June, 1978
- 6) Computed marks  $310/5 = 62$  marks
- 7) Date to be taken for computation of marks 1.7.1991
- 8) No. of years for computation of weightage marks (July, 91 - June, 78) = 13y. 1m = 13 years. = 13 marks
- 9) Total marks  $62 + 13 = 75$  Marks

ILLUSTRATION: NO. VI.

A candidate has passed SSC with 380 marks in 6 subjects. Out of which the marks scored by him in 2nd language is 40. He passed the SSC examination in October, 1970. He belongs to BC community. He will be given marks in the selection conducted in the year 1991 as under.

- 1) Date of birth 1.6.1954
- 2) Date of completion of SSC October, 1970
- 3) Date of completion of 21 years 1.6.1975
- 4) His total marks in SSC without 2nd language  $380 - 40 = 340$  marks
- 5) Year to be taken for computation of weightage marks June, 1975
- 6) Computed marks  $340/5 = 68$  marks
- 7) Date to be taken for computation of marks 1.7.1991
- 8) No. of years for computation of weightage marks (July, 91 - June, 75) = 16y. 1m = 16 years = 14 marks (Maximum marks)
- 9) Total marks  $68 + 14 = 82$  marks