

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

O/o the Managing Director  
Mushirabad, Hyderabad-20

No. T2/329(1)/2001-HRD(T)

CIRCULAR No. PD-13/2002, Dated 14-03-2002

Sub: GRIEVANCES - Formation of Grievance Cells at Corporate Office and Zonal Offices to look after the Grievances of SC/STs - Nomination of Liaison Officers - Orders - Issued.

Ref: VC & MD Circular No.R3/329(1)/95-HRD, Dated 22.06.1995.

With a view to redress the grievances/problems of the Scheduled Caste/Scheduled Tribes employees working in the Corporation, expeditiously and in tune with the policy of the Government, Vice-Chairman & Managing Director has ordered for formation of Grievance Cells, at Corporate level, Zonal and Regional levels. With change of Administrative set up at the Zonal level, it has become necessary to revamp the grievance cells.

VC & MD has therefore nominated the following Officers to head the grievance cells and to look after the Problems of SC/ST employees at Corporate, Zonal and Regional levels.

- |    |                    |   |                                  |
|----|--------------------|---|----------------------------------|
| 1) | At Corporate Level | - | Chief Manager(HRD)               |
| 2) | At Zonal Level     | - | Secy. to ED(Z)                   |
| 3) | At Regional Level  | - | Personnel Officer of the Region. |

Hence the above Officers, shall hence-forth look after the Grievances/Problems of SC/ST employees in their respective jurisdiction.

The Training Officer is the liaison Officer at the Corporate level and will co-ordinate under the supervision of Chief Manager (HRD).

All the units are advised to take prompt action on the grievances of SC/ST employees and details of the grievances and action taken may be intimated to the authorities as nominated and see that the grievances are solved with no loss of time.

Please acknowledge.

*[Signature]*  
EXECUTIVE DIRECTOR (ADMN)

Copy to: All Officers of the Corporation.