

ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.T1/812(5)/2020-HRD&W

Office of the VC & MD,
RTC House, PNBS,
Vijayawada, Dt.23.06.2020.

To
All Regional Managers,
A.P.S.R.T.C.

Sub: Driver Training Schools – Establishment of Driver Training Schools (DTS) in all Parliamentary Constituencies of A.P. – Imparting training on operation of JCBs and Cranes – Instructions issued – Reg.

Ref: 1. Cir.No.PD-05/2020, Dt.05.03.2020.
2. This Office Lr.No.Even, dt.17.03.2020.

Through the Circular 1st cited, guidelines were issued regarding establishment of Driver Training Schools @ one School in each Parliamentary Constituency of A.P. to generate good quality Heavy driving License Drivers duly imparting them good quality theory and practical training inputs. Through the letters at references 2nd cited, Syllabus for conducting the training was communicated.


The VC & MD while reviewing the progress, directed to include training on JCBs and Cranes operation also to the candidates attending HMV Driver training at Driver Training Schools to get themselves equipped with operational skills of JCBs and Cranes so as to increase their employability.

On verification with RTA, it is noted that the Heavy Driving License is also valid for operation of JCBs and Cranes. Therefore, the syllabus communicated earlier is modified suitably duly including training on JCB and Crane operation. The training period including JCB and Crane operation shall be 32 working days as communicated earlier.

In view of the above, the following instructions are issued :

1. To utilize the services of the nearby JCB and Crane operators to impart practical training for 2 days (one day on JCB and one day on Crane operation) to the candidates.
2. The expenditure on utilization of the services to impart training on JCB and Crane operation shall be fixed by a Committee consisting of Dy.CME, Dy.CTM and AO of the Region and the same shall be sanctioned by the RM concerned.
3. The fee of Rs.20,000/- prescribed per head remains the same even after inclusion of training on JCB and Crane operation.

All RMs are requested to give wide publicity regarding inclusion of training on JCB and Crane operation and take steps to enroll sufficient number of candidates to commence first batch at each Training School at the earliest.


Executive Director (A)

Copy to all EDs for information.

Copy to all Dy.CPMs and POs : for necessary action.

SYLLABUS FOR HMV DRIVING TRAINING

(As per 31 of Central Motor Vehicles Rule 1989)

A. : MEDIUM AND HEAVY VEHICLE DRIVING

DRIVING THEORY – II

1	Qualities of a good driver	Patience, responsibility, self confidence, anticipation, concentration, courtesy, defensive driving knowledge of road rules / regulations, knowledge of vehicle controls, maintained and simple mechanism.
2	Knowledge of vehicle control	- Major controls, - Minor controls.
3	Response to controls	- Accelerator - Brake- Gradual/Sudden/Sudden fierce - Clutch , - Steering.
4	Pre-driving checks	(i) Before sitting on driver's seat, and (ii) After sitting on driver's seats
5	Holding steering wheel	- Push and pull method practice - On the move ,While gear changing - While turning ,While sounding horn - While operating dash board switches - While signaling On emergency.
6	Gear changing	- Double de-clutching, importance and procedure single clutch. - Gear up procedure, shifting to lower gears - Gear down procedure, shifting to higher gears
7	Beginning to drive	- I gear ,II gear , III gear, IV gear - V gear , Reverse gear
8	M.S.M. and P.S.L. Routines	
9	Maneuvers	- Passing, Merging, Diverging, Overtaking - Crossing, Turning, Cornering, Reversing, Parking
10	Stopping	- Normal stopping, Emergency stopping - Use of engine brake / exhaust brake
11	Stopping distance	- Reaction distance ,Braking distance
12	Following distance	- Meaning , Distance method, Car length method - 2 seconds time rule method
13	Identification, prediction, decision and execution (IPDE) Principe	

14	Defensive driving techniques	Judgment, Anticipation Escape route
15	Night driving	Location of head light switch Procedure Obligation to light the lamps, restriction on lighting the lamps.
16	Hill driving	Starting in hill using the parking brake method Slipping the clutch method Driving uphill
17	Emergency manoeuvres	Prevention is better than cure in case of skidding, horn struck Fire, wheels coming out, Brake failure, Broken stub axle, Burst of front tyre, Steering wobbling, Snapping of steering linkages, Jamming of accelerator pedal, Snapping of clutch rod, Under special circumstances like chances of collision with a disabled vehicle., Brake failure during downhill Sudden obstruction in front of the vehicle .
18	Driving under special conditions	In wet weather In dawn, dusk and misty roads In dense traffic.
19	Towing (trailer driving)	Procedure On tow board Speed of towing Reversing and position the vehicle with trailers.
20	Fuel saving method	
21	Reports-discussions	

B. : TRAFFIC EDUCATION – II

1	Know your road	Functional classification Design speeds Road geometrics Surface types and characteristics Slopes and elevation
2	Sight distance	At bends At intersections
3	Road junctions	Principles and types, T junctions, Y junction 4- Arm junctions, Staggered junction, Controlled junctions Uncontrolled junctions .
4	Traffic islands	Types of roundabouts Channelizes, median
5	Bye- pass, subway, over- bridge and fly-overs	Purpose Driving procedures
6	Bus stop, bus terminus, bus stand	Ingress, Egress, Method
7	Road markings	White line: continuous and broken , Yellow line Lane marking , Zebra crossing, Stop line, Parking markings Sense of road signals .
8	Lane selection and lane discipline	
9	Automatic light signals	
10	Road users characteristics	Pedestrian, drunkards, children and blind, deaf and dumb Youth, aged women with children, Slow-moving vehicles Mopeds and motor cycles , Autos , tempos, vans Buses and trucks , VIP, ambulance, fire engine, Animals
11	Accidents	Types of accidents , Causes of accidents, Preventive methods Driver's duties and responsibilities on the occurrence of accidents.
12	Important provisions in Motor Vehicles Act, 1988 (59 of 1988), Central Motor Vehicles Rules, 1989, and the State Motor Vehicle Rules	Certain definitions , Driving licence and its renewal Carrying driving licence , certificates of registration, fitness and insurance, permit taxation card or tax token and production of such document on demand by checking officers Traffic offences and penalties stipulated under the Act and Rules, Relevant Extracts of Petroleum Act, 1934 City Police Act , Indian Penal Code 1860

C: PUBLIC RELATIONS FOR DRIVERS

Some basic aspects about ethical and courteous behavior with other road users

1	Positive attitude, Living nearer to nature
2	Expectations of customer, Behaving with courtesy, Smile, Body language and Communication
3	Discipline: Qualities of good Human Being, its need, good conduct, potential to excel
4	Yoga and Nutrition for wellness
5	Customer delight and how to care of value added services
6	Stress management, Time management and punctuality
7	Dress and personal hygiene
8	Effects of bad habits on personal life and methods to overcome

D. : HEAVY VEHICLE DRIVING PRACTICE

1	Introduction of various instruments	Dial gauges and controls
2	Pre- driving checks	(i) Before sitting on driver's seat, and (ii) After sitting on driver's seat.
3	Beginning to drive	Bitting point , moving changing fear including double de-clutch steering, stopping, hand signals
4	Rural road driving	Application of IBDE-principle
5	Development of judgment	Passing, overtaking, merging diverging , M.S.M. and P.S.L. routine method of practice, defensive driving technique, proper following
6	Developing of anticipation	Turning, meeting, entering and emerging in junctions, lane selection and lane discipline, intersection, observation.
7	Developing skill to drive in crowded streets	
8	Night driving	
9	Cross country practice and hill driving.	
10	Internal-trade test	
11	Reversing and parking practice	
12	Training on JCB and Crane operation	
13	Licensing	

E.: FIRE HAZARDS

Fire-fighting and prevention methods on vehicle

F.: VEHICLE MAINTENANCE

1	Factors affecting the vehicle parts due to bad and negligent driving
2	General day-to-day maintenance and periodical maintenance.
3	Battery
4	Tyre maintenance and tube vulcanizing
5	Engine tune up
6	Checking wheel alignment
7	Brake adjustment
8	Accelerator, brake clutch-pedal adjustment.
9	Fan belt adjustment
10	Observation of dash-board meters.
11	Lubrication
12	Removal of air lock and oil block.

G.: FIRST-AID

1	Introduction to first-aid
2	Outline of first-aid
3	Structure and function of the body.
4	Dressing and bandages.
5	The circulation of the blood.
6	Wounds and hemorrhage.
7	Hemorrhage from special regions.
8	Shock
9	Respiration.
10	Injuries to bones.
11	Burning scales.
12	Unconsciousness (insensibility)
13	Poisons.

The lessons for training drivers of transport vehicle shall cover Parts A,B,C,D,E,F and G of the syllabus referred to in sub-rule(!) and the training period shall not be less than thirty days.