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ANDHRA PRADESH STATE ROAD TRANSPORT CORPORATION

No.T1/812(22)/2017-R&T

Office of the VC & MD
RTC House, PNBS,
Vijayawada, Dt.01.08.2017

To
✓ The Principal,
Zonal Staff Training College,
A.P.S.R.T.C., Nellore.

- By Name -

Sub: TRAINING - Extension of Training period for the failed/low Attendance Shramiks selected under BWS in Nellore Zone - Clarification issued - Reg.

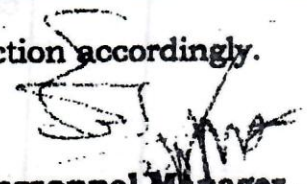
Ref: Lr.No.E1/812(10)/2016-ZSTC, dt.28.07.2017 of Principal, ZSTC, Nellore.

With reference to the letter cited, the clarification required in regard to extension of training period for the failed/low attendance Trainee Shramiks in Nellore Zone is hereby communicated in terms of Circular instructions vide Cir.No.PD-43/2016, dt.29.09.2016.

Sl.No.	Clarification sought	Clarification given
1	2 candidates mentioned at Sl.No.1 to 2 of the letter, have <u>not reported</u> at ZSTC, Nellore for training. What action is to be taken.	Where the candidates do not report for training, it is needless to emphasize that the same is to be informed to RM concerned. It is therefore requested to take necessary action to inform the same to the RMs concerned so that necessary action can be taken by RMs to delete them from the selection list.
2	7 candidates mentioned at Sl.No.3 to 9 whose attendance is not <u>achieved 75%</u> even though the stipulated period of 6 months and extended period of 3 months ie, upto 9 months were completed. What action is to be taken against these candidates.	It is the responsibility of the Principal, ZSTC to periodically review the attendance and performance of the Trainees, whether they are undergoing Training at ZSTC or any other unit. It is unfortunate that no action has been taken to periodically review, obtain reports from Unit Officer and take necessary action in such cases. The candidates who are absent for such long periods unauthorisedly and without notice is a clear indication that they are not interested in completing training and joining duties. There is no other go except to terminate their training and inform the same to the RM concerned.

3	<p>One candidate mentioned at Sl.No.10 of the letter completed 65 days training. He was absent for some time and subsequently reported for training. He was taken into duty and training continued as he was involved in accident. His 9 months training will be completed by 04.08.2017. Still ZWS training and evaluation test are due. Requested to clarify whether training to be extended beyond 04.08.2017 or not.</p>	<p>The candidate has attended 65 days of training. He was involved in an accident and absented for training. The minimum training attendance required as per Circular is 75% in a total period of 6 months which comes to 135 days (75% of 180 days). He has completed 65 days training, thus short by 70 days. The nine month training duration (6 months initial + 3 months extended) will come to end on 04.08.2017. But the party is on rolls and under training. Thus, there is no option except to extend his training.</p> <p>His training may therefore be extended by 70 days. Soon after completing the shortfall period i.e., 70 days evaluation test be conducted. If he fails in the evaluation test, one more opportunity may be given and another evaluation test be conducted second time in a space of one week. If he fails in the second time, his training may be terminated.</p>
4	<p>The candidate at Sl.No.11 is requesting for extension of his training period by another 70 days to enable him to learn better and perform well and pass in Evaluation Test. He has failed in evaluation test conducted two times even though he achieved 75% attendance. What action is to be taken on the representation of the party to extend training.</p>	<p>In the instant case he has already fulfilled the minimum attendance requirement i.e. 75% and appeared but failed in the evaluation test. The nine month training duration (6 months initial + 3 months extended) will come to end by 13.08.2017. But the party is on rolls and under training. Thus there is no option except to extend his training. As per Circular instructions the candidate shall be given three attempts to clear the evaluation tests. Thus there is one more opportunity to appear for the test. Since the candidate is reported to be genuinely sick and requested for extending training to improve, we may extend his training by another 30 days and close the same by 12.09.2017 and thereafter conduct final evaluation test and take necessary action based on result of evaluation test.</p>

Therefore, the Principal, ZSTC, Nellore is requested to take action accordingly.


Chief Personnel Manager